

ORDINARY MEETING OF COUNCIL

Minutes of the
Ordinary Meeting of Council held at
Lal Lal Soldiers Memorial Hall, 420 Clarendon Lal Lal Road, Lal Lal
on Wednesday 2 March 2016,
at 5:00 p.m.

Members:

Cr. Allan Comrie (Mayor)	East Moorabool Ward
Cr. Paul Tatchell	Central Ward
Cr. David Edwards	East Moorabool Ward
Cr. John Spain	East Moorabool Ward
Cr. Tonia Dudzik	East Moorabool Ward
Cr. Tom Sullivan	West Moorabool Ward
Cr. Pat Toohey	Woodlands Ward

Officers:

Mr. Rob Croxford	Chief Executive Officer
Mr. Phil Jeffrey	General Manager Infrastructure
Mr. Satwinder Sandhu	General Manager Growth and Development
Mr. Danny Colgan	General Manager Community Services

Rob Croxford
Chief Executive Officer

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1. OPENING OF MEETING AND PRAYER

The Mayor, Cr. Comrie, opened the meeting at 5.00pm with the Council Prayer.

2. ACKNOWLEDGEMENT TO COUNTRY

We respectfully acknowledge the traditional owners of this land, their spirits and ancestors.

3. PRESENT

<i>Cr. Allan Comrie</i>	<i>East Moorabool Ward</i>
<i>Cr. Paul Tatchell</i>	<i>Central Ward</i>
<i>Cr. John Spain</i>	<i>East Moorabool Ward</i>
<i>Cr. Tonia Dudzik</i>	<i>East Moorabool Ward</i>
<i>Cr. David Edwards</i>	<i>East Moorabool Ward</i>
<i>Cr. Tom Sullivan</i>	<i>West Moorabool Ward</i>
<i>Cr. Pat Toohey</i>	<i>Woodlands Ward</i>

Officers:

<i>Mr. Rob Croxford</i>	<i>Chief Executive Officer</i>
<i>Mr. Phil Jeffrey</i>	<i>General Manager Infrastructure</i>
<i>Mr. Danny Colgan</i>	<i>General Manager Community Services</i>
<i>Ms. Melissa Hollitt</i>	<i>Minute Taker</i>

4. APOLOGIES

Nil.

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting of Council – Wednesday 3 February 2016

Resolution:

Crs. Sullivan/Edwards

That Council confirms the Minutes of the Ordinary Meeting of Council held on Wednesday 3 February 2016.

CARRIED.

5.2 Special Meeting of Council – Wednesday 10 February 2016

Resolution:

Crs. Spain/Dudzik

That Council confirms the Minutes of the Special Meeting of Council held on Wednesday 10 February 2016.

CARRIED.

6. DISCLOSURE OF CONFLICT OF INTEREST

Under the Local Government Act (1989), the classification of the type of interest giving rise to a conflict is; a direct interest; or an indirect interest (section 77A and 77B). The type of indirect interest specified under Section 78, 78A, 78B, 78C or 78D of the Local Government Act 1989 set out the requirements of a Councillor or member of a Special Committee to disclose any conflicts of interest that the Councillor or member of a Special Committee may have in a matter being or likely to be considered at a meeting of the Council or Committee.

Definitions of the class of the interest are:

- a direct interest
 - (section 77A, 77B)
- an indirect interest (see below)
 - indirect interest by close association (section 78)
 - indirect financial interest (section 78A)
 - indirect interest because of conflicting duty (section 78B)
 - indirect interest because of receipt of gift(s) (section 78C)
 - indirect interest through civil proceedings (section 78D)

Time for Disclosure of Conflicts of Interest

In addition to the Council protocol relating to disclosure at the beginning of the meeting, section 79 of the Local Government Act 1989 (the Act) requires a Councillor to disclose the details, classification and the nature of the conflict of interest immediately at the beginning of the meeting and/or before consideration or discussion of the Item.

Section 79(6) of the Act states:

While the matter is being considered or any vote is taken in relation to the matter, the Councillor or member of a special committee must:

- (a) leave the room and notify the Mayor or the Chairperson of the special committee that he or she is doing so; and
- (b) remain outside the room and any gallery or other area in view of hearing of the room.

The Councillor is to be notified by the Mayor or Chairperson of the special committee that he or she may return to the room after consideration of the matter and all votes on the matter.

There are important reasons for requiring this disclosure immediately before the relevant matter is considered.

- Firstly, members of the public might only be in attendance for part of a meeting and should be able to see that all matters are considered in an appropriately transparent manner.
- Secondly, if conflicts of interest are not disclosed immediately before an item there is a risk that a Councillor who arrives late to a meeting may fail to disclose their conflict of interest and be in breach of the Act.

5.1 Disclosure of a Direct Conflict of Interest

Cr. Spain declared a Direct Conflict of Interest in relation to Item 10.3.5 Community Development Fund. The nature of the Conflict of Interest is due to Cr. Spain being a committee member of the Bacchus Marsh Arts Council Inc, and that the Association has applied for a Community Development Grant.

7. PUBLIC QUESTION TIME

The Council makes provision in the business of the Ordinary Meetings of the Council for the holding of a Public Question Time. It is provided to enable members of the public to submit questions to Council.

Public Question Time is conducted in accordance with Clause 57 in the Council's *Local Law No. 8 Meeting Procedure Local Law Division 8*.

The person asking the question is to stand and identify themselves by name and residential address before asking the question.

All questions are to be directed to the Mayor as Chairperson, who shall determine the appropriate person to respond to the question.

All questions and answers must be as brief as possible and no discussion may be allowed other than for the purposes of clarification. Three minutes is considered to be an appropriate time limit. The question is not to be debated.

At the discretion of the Mayor, a lengthy question may be required to be placed into writing by the person asking the question. The Mayor may accept a question on notice, in the event that research is required to provide a response. In the case of questions taken on notice, the question shall be recorded in the Minutes of the Meeting. The response to the question will also be recorded in the Minutes of the Ordinary Meeting when that response is provided to the Council.

Clause 57.6 of Local Law No. 8 outlines the circumstances when a question may be disallowed. It includes questions that the Chairperson determines to be defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance, or is aimed at embarrassing a Councillor or a member of Council staff.

The following questions were responded to at the meeting:

Ms. Bernie Walsh – Bacchus Marsh Netball Association – Queried the decision made at the December 2015 Council meeting to close the crèche at the Bacchus Marsh Leisure Centre on weekdays.

Ms. Gabrielle Fidler – Ballan – At the Council meeting that discussed the Ballan Structure Plan the gallery had trouble hearing. Can Council investigate the use of amplification equipment at every Council meeting?

Ms. Marg Scarffe, Mr. Lionel Smith and two other members of the gallery – Questioned the Council's decision made at its February 2016 meeting in relation to Rivergum Drive PA2008-258.

8. PETITIONS

Nil.

9. PRESENTATIONS / DEPUTATIONS

The Council has made provision in the business of the Ordinary Meetings of the Council for the making of presentations or deputations to Council in relation to matters presented on the agenda for Council consideration.

Presentations or deputations are required to be conducted in accordance with the requirements contained within the **Presentation/Deputations Protocols and Procedural Guidelines**.

Persons wishing to make a presentation or deputation to Council on a matter included in the agenda shall inform Council prior to the meeting by contacting the Chief Executive Officer's office and registering their name and agenda item being spoken to.

At the meeting the Mayor will invite the persons wishing to make a presentation or delegation to address the Council on the agenda item.

The person making the presentation or deputation is to stand and address Council on the item. No debate on the item is permitted between the person making the presentation or delegation and the Council.

A maximum of three minutes per presentation or delegation will be allocated. An extension of time may be granted at the discretion of the Mayor.

Councillors, through the Mayor, may ask the person making the presentation or delegation for clarification of matters presented.

The Mayor may direct that a member of the gallery ceases speaking if the above procedure is not followed.

List of Persons making Presentations/Deputations other than in relation to a planning item listed on the agenda:

Nil.

List of Persons making Presentations/Deputations to a planning item listed on the agenda:

Individuals seeking to make a presentation to the Council on a planning item listed on the agenda for consideration at the meeting will be heard by the Council immediately preceding consideration of the Council Officer's report on the planning item.

Nil.

10. OFFICER'S REPORTS

10.1 CHIEF EXECUTIVE OFFICER

No reports for this meeting.

10.2 GROWTH AND DEVELOPMENT

10.2.1 Annual Australian Open Road Cycling Championships

File No.: 02/14/005
Author: Peter Forbes
General Manager: Satwinder Sandhu

Introduction

At the OMC on Wednesday 4 March, 2015 Council requested a report on the impacts of the 2015 Annual Australian Open Road Cycling Championships on Moorabool Shire and consideration of implementation of a specific policy for cycling races.

Background

The annual Australian Open Road Cycling Championships is a five day cycling festival hosted by the City of Ballarat in early January. The road race national championship event is held on the weekend and the route often incorporates a section of road within Moorabool Shire.

Event Benefits

The event brings significant and positive media attention and visitation the region at a time when visitation and media coverage is traditionally low. Spending by non-residents attending the event in the shire adds to local economic prosperity.

Ballarat Regional Tourism calculate the event delivers close to seven million dollars in economic impact for the region annually, with approximately 36,000 people attending the championships. Moorabool's coverage and visitation is likely only a small percentage of this, but any spending of visitors represents new money circulating in the local economy.

The event aligns with Moorabool's Destination Management Plan (DMP). The DMP identifies a strategic focus on events that showcase the shire's natural landscape and healthy lifestyle. The DMP also recommends that events not clash with other events. There are no alternate events in our shire during this period to stimulate visitation and high profile events provide a reason to visit during a time when metropolitan and water based destinations are popular.

In response to issues identified in the running of the 2015 event, Council Staff provided feedback to event organisers and suggested ways to improve future race coordination and approvals between the two organisations.

2015 Event Impacts

Some temporary impacts on residents were identified in relation to increased traffic. A Councillor received a complaint from a resident regarding the inadequacy of the notification process and sought clarification of access to their property immediately prior and during the event.

Lack of consultation by event organisers resulted in confusion for some residents about the nature and timeframe of the traffic and access impacts.

Issues arose regarding the placement and wording on a sign designed to inform patrons about traffic conditions. The unauthorised sign was promptly removed by event organisers.

The impact on Council staff who have a role in regulating events is significant and was exacerbated in the 2015 cycling event with staff dealing with the resident request, unauthorised signage and event co-ordination and communication issues.

Event impacts are by nature temporary and cease once the event concludes if the site is managed as per the event management plan.

The event has community benefits such as, promoting active lifestyle, providing free entertainment during the school holidays, local employment and volunteering opportunities.

The recommendations to event organisers were:

1. Event organisers submit event notification forms for each event via info@moorabool.vic.gov.au and the events coordinator.
2. Drafts of all for resident communications be approved via Council's Marketing and Communications unit prior to distribution, (eg. COB logo attached to 2015 correspondence distributed to Shire residents by event organisers)
3. Event organisers ensure the event has Council approval, prior to publicising the event details to residents.
4. Ensure that signage within the Shire has been approved. (In 2015, a VMS sign used as a traffic warning measure caused confusion for some local road users).

In addition, Cycling Australia's internal 2015 event close-out report recommended improvements in stakeholder management for future events.

1. Inviting all relevant Council staff to attend the Operational Group Meetings and receive all event documentation
2. Organising a specific meeting with Council if requested or warranted.
3. That they (or City of Ballarat) notify local residents in advance via advertising, direct mail and invitation to attend information sessions.

4. City of Ballarat extend the event's Traffic Hotline from a week to a month prior.
5. Contingencies in future event budgets to cover the cost of repairs on adjoining Council roads.

The above recommendations were implemented for the 2016 event and no calls to Council or Councillors were received regarding issues with residents. No Council Staff were alerted to, or required, to deal with any issues.

Council Policy for Cycle Races

Council does not have a policy for cycling events.

Since 2007, Victorian LGAs and cycling race organisers have based cycling event and traffic management plans and approvals according the VicRoads guide 'On-Road Cycling Events - a guide to obtaining approval.'

The Victorian Bicycle Advisory Council formed a special committee consisting of Victoria Police, MAV, six LGAs and four cycling associations to formulate the guidelines.

Many LGAs have Hike and Bike policies and strategies focusing on recreational cycling, however no evidence was found of an LGA in Victoria with a specific policy for competitive cycling races.

Cycle racing was commonly covered under policies for events, use of public space and road.

Council has an event approval system to regulate cycling events in the Shire.

The Economic Development Unit, with the assistance of a cross-organisational events reference group, developed and refined comprehensive processes and procedures to improve the regulation events in the Shire.

To date, the combination of guidelines, laws and regulations at state level, combined with the event notification process and events reference group at council level has provided an adequate framework for Council to assess and manage cycling events within the Shire.

Therefore while conceptually possible to develop a policy specifically for cycling races, with guidelines and a system of assessment in place, the need and additional benefits to Council of implementing a policy are unclear.

Proposal

The benefits of Council's involvement in the Australian Open Road Cycling Championships outweigh the disadvantages. The development and implementation of a council policy specifically for cycling racing is not recommended as existing cycling event guidelines and event processes are in place and functioning adequately.

Policy Implications

The 2013 . 2017 Council Plan provides as follows:

Key Result Area	Community Wellbeing
Objective	A strong and diverse local economy
Strategy	Encourage tourism initiatives through local and regional groups

The proposal to continue permitting the annual Australian Open Road Cycling Championships to be run in Moorabool Shire is consistent with the 2013 . 2017 Council Plan.

Financial Implications

There are no significant financial considerations.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
OHS . Manual Handling	Injury from set up, removal of event infrastructure.	Medium	Event Risk Management Plans Dedicated production manage State Guidelines Council Event reference group
Emergency	Fire or traffic accidents	Medium	Event Emergency Management Plans St Johns Ambulance CFA State Guidelines Council Event reference group
Public Liability .	Death or injury at event. Claims for financial compensation.	Medium	Physical barriers Signage TMP PLI State Guidelines Council Event reference group

Communications and Consultation Strategy

Cycling Australia invite Council staff to attend Operational Group Meetings, and organise meetings between Cycling Australia and Council when warranted.

Cycling Australia or City of Ballarat will notify local residents via advertising, direct mail and invitation to information sessions. Council will assist via social media.

City of Ballarat will staff a traffic hotline one month prior until the event finishes to explain changes in traffic conditions to residents.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Satwinder Sandhu

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Peter Forbes

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The benefits of Council's involvement in the Australian Open Road Cycling Championships outweigh the disadvantages. Existing guidelines and systems are considered sufficient for dealing with cycling races negating the need to develop a Council policy specifically for cycling races.

Recommendation:

That Council note this report.

Resolution:

Crs. Sullivan/Tatchell.

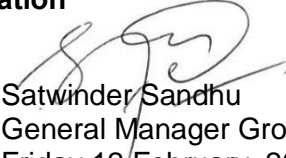
That Council develop a policy with respect to cycle racing on Council roads within the shire.

CARRIED.

Report Authorisation

Authorised by:

Name:


Satwinder Sandhu

Title:

General Manager Growth and Development

Date:

Friday 12 February, 2016.

10.3 COMMUNITY SERVICES

10.3.1 Moorabool Health and Wellbeing Plan 2013-2017 – Annual Review (Year Two)

Introduction

File No.: 12/01/001
Author: Renae Knight
General Manager: Danny Colgan

Background

The purpose of this report is to present to the Council a report on the annual review (year two) of the Moorabool Health and Wellbeing Plan 2013-2017. The Victorian *Public Health and Wellbeing Act 2008* requires that the Council conduct an annual review of the Municipal Public Health Plan, which is the Moorabool Health and Wellbeing Plan 2013-2017. The Department of Health and Human Services have developed a guide for Councils in undertaking the annual review process. The guide specifies that conducting an annual review entails making sure that the actions identified in the plan are being implemented satisfactorily and that they remain the best way for council to invest in health and wellbeing over the life of the plan.

The Moorabool Health and Wellbeing Plan 2013-2017 is a four year plan for enhancing the health and wellbeing of our residents. The plan aims to capture the health and wellbeing status of our community and present a plan in partnership with local health providers and community organisations, to improve the health of the Moorabool community. The Health and Wellbeing Plan must be consistent with the Council Plan and the Municipal Strategic Statement and be reviewed annually and evaluated at the end of the four year period. The Plan was adopted by the Council at the Ordinary Meeting held on the 6 November 2013.

Proposal

The review and development of this report was undertaken through the following:

- Review of the Council's Health and Wellbeing Committee meetings for the past twelve months
- Review of the second year action plan
- Workshop with the Health and Wellbeing Committee members
- Analysis of the Department of Health and Human Services Annual review guidelines

Year 2 of the Plan contained thirty actions, which was a substantial number of actions to be completed in 12 months. This included some actions carried forward from the first year, and also year 1-4 actions. The Second Year Action Plan is contained in Attachment 10.3.1.

The outcomes of the second year as follows:

Twenty actions were either completed or progress made against the action many of which are long term and ongoing:

- Advocate for improved careers advice services and apprenticeship opportunities for young people
- That a partnership approach be undertaken to investigating the impact of ICE on the community and that a strategy be developed to address this issue, including determining the Council's role
- Advocate for increased resources to support the arts and culture community
- Provide support to existing and emerging arts and cultural groups to develop new opportunities within the Shire.
- Identify and promote grant opportunities for cultural festivals and events
- Promote the positive health benefits of volunteerism and continue to provide opportunities for community members to participate in volunteer activities
- Continue to promote the positive health benefits of the community use of community facilities and participation in sport and recreation activities currently provided
- Support organisational changes by providing leadership and training on prevention of violence against women and gender equality
- Actively plan to reduce the gap in provision of active open space across the Shire and encourage settlement in areas with group access to open space
- Identify and apply for funding opportunities for improving and enhancing walking tracks, including cultural walks
- Support the continued use of Darley Civic and Community Hub
- Establish a cross-agency working group to undertake an audit of services across all ages cohorts and map the potential for integration of services
- Develop an online database of all services in the Moorabool Shire, that links to availability, wait times, transport information etc. %a one-stop-shop (online) of information+
- Support local health services to promote bowel screening services in the Shire
- Promote the £Closing the Gapqhealth information web resource for indigenous people to the Health providers in the Moorabool Shire
- Reduce barriers associated with accessing services, facilities, goods and services
- Reduce barriers associated with obtaining and maintaining employment for people with disabilities
- Advocate for significant changes to attitudes and practices which discriminate against people with a disability
- Provide programs that support frail older people and people with disabilities in the Home and Community Care target group to live in the community as independently and autonomously as possible
- Promote existing community garden programs as avenues for learning about healthy eating

Three third year actions are in progress.

- Adopt a leadership statement on the issue of violence against women to increase community awareness and demonstrate Council's commitment to the issue
- In partnership with external agencies and Council staff prepare a report for Council consideration, to identify the key components of a new and dedicated youth space including the size and type of space required, governance and management arrangements, capital costs, operating costs, location and potential funding sources
- Promote market gardener/locally grown food as a healthy choice for residents

Six year 1-4 actions are in progress

- Continue to promote the positive health benefits of increased education and employment opportunities in the community
- Continue to promote the Council as employer of young people through apprenticeships
- Promote the prevention of violence against women message through local print, radio and television media
- Develop and build an Early Years Hub in Darley
- Promote opportunities for families to access existing physical activity programs in the community i.e. community sporting clubs
- Improve the breastfeeding rates for the Shire by promoting breastfeeding friendly spaces and providing information/education on the importance of breastfeeding

One action has been deferred pending the development of the new Moorabool Shire Council website

- Promote existing transport options and links to current services and activities through the Moorabool website

Considering the higher number of actions in the second year, the number of actions completed or in progress was considered very positive and the committee remarked that this was a positive achievement for the second year.

The health profile that accompanies the Health and Wellbeing Plan will be updated to reflect current information and statistics.

Representatives of the following groups and organisations will be invited to join the Health and Wellbeing Committee: Moorabool Agencies and Schools Together (MAST); Federation University; School focused Youth Service; Ballarat Community Health; and Djerrivarrh Health Service Local Indigenous Parents Group.

There are no new actions proposed to be added to the Plan. However, the following action for Year 3 will be adjusted in light of new State Government legislation: ~~Develop a policy about smoking in public places i.e. outdoor dining and playgrounds.~~ The action will be adjusted to read ~~Implement State Government Legislation relating to smoking in public places~~

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

Key Result Area	Community Wellbeing
Objective	Inclusive, responsive and accessible community service
Strategy	Ensure Council's services and facilities are accessible

The annual review of the Moorabool Health and Wellbeing Plan 2013-2017 is consistent with the 2013-2017 Council Plan.

Financial Implications

The review of the Health and Wellbeing Plan was undertaken within existing budgetary allocations in consultation with members of the Council's Health and Wellbeing Committee.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Health and Wellbeing Plan	Council is required to review the Health and Wellbeing Plan annually under the Public Health and Wellbeing Act 2008	Low	Council to review the Health and Wellbeing Plan annually.

Communications and Consultation Strategy

The following community engagement activities have been undertaken, in accordance with the Council's Community Engagement Policy and Framework:

Level of Engagement	Stakeholder	Activities	Outcome
Involve	Health and Wellbeing Committee	Review Workshop Submissions on draft report	Committee provided feedback and endorsed recommendations

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Renae Knight

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The review determined that the second year of the Moorabool Health and Wellbeing Plan 2013-2017 was implemented with success. The review highlighted that some areas need to be updated to ensure the Plan is consistent with community needs and relevant to emerging issues.

Resolution:


Crs. Dudzik/Spain

That the Council receive the report on the annual review of the Health and Wellbeing Plan.

CARRIED.

Report Authorisation

Authorised by:

Name: Danny Colgan 
Title: General Manager Community Services
Date: Monday 8 February 2016

10.3.2 Community Engagement Policy and Framework

Introduction

File No.: 12/01/001
Author: Renae Knight
General Manager: Danny Colgan

Background

The purpose of this report is to recommend that the Council adopt the Revised Community Engagement Policy and Framework following the community exhibition period.

At the Ordinary Meeting of the Council on the 2 December 2015, the Council resolved to: (i) endorse the Revised Draft Community Engagement Policy and Draft Community Engagement Framework for the purpose of community exhibition for a period of eight weeks; and (ii) receive a further report at the conclusion of the community exhibition period seeking adoption of the Revised Community Engagement Policy and Framework.

Proposal

The Community Engagement Policy contained in Attachment 10.3.2(a) outlines Council's ongoing commitment to high quality engagement processes. The Policy provides a definition of community engagement, examples of engagement opportunities and a Vision for Engagement.

The Community Engagement Framework contained in Attachment 10.3.2(b) including planning tools, supports the implementation of the Community Engagement Policy by providing Council Officers with a consistent approach to planning for genuine and meaningful engagement processes. The Policy and Framework include a Vision for Engagement in 2021. The Vision is as follows:

In 2021, Moorabool will be a leading regional Council in effective engagement both internally and externally by:

- " Embedding engagement as integral to core business.
- " Building and maintaining meaningful relationships with all stakeholders where feedback is both considered and valued.
- " Informing our community and ensuring their opinions are acknowledged and considered in decision making.
- " Providing feedback around the final decision making process.

To achieve this vision Moorabool Shire Council commits to:

- " Advocate for and support the consistent and effective use of engagement plans.
- " Effective engagement that requires acknowledgment of the engagement undertaken and commitment to the decisions made.
- " Effective engagement that requires the Council to be clear about the purpose and scope of the engagement.

- “ Effective engagement that identifies and engages all appropriate stakeholders both internal and external.
- “ Effective engagement that considers a range of engagement techniques, traditional and innovative (including online engagement), that are tailored to meet the needs of different stakeholders.

The International Association of Public Participation (IAP2) continues to be recognised as the leading authority in community and stakeholder engagement practice. Accordingly, the Community Engagement Framework is underpinned by the IAP2 Public Participation Spectrum. The spectrum is a useful tool in determining how to most effectively engage a community and stakeholders around a particular issue or project. The spectrum defines five levels of participation . Inform, Consult, Involve, Collaborate and Empower.

The Community Engagement Framework will be implemented over the next three years. This will include staff training in the use of the revised engagement planning templates and the development of an engagement knowledgebase to support the ongoing planning and delivery of genuine and meaningful engagement processes.

It is proposed the Council adopts the Community Engagement Policy and Community Engagement Framework, following the community exhibition process undertaken.

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

Key Result Area	Representation and Leadership of Our Community
Objective	Leadership through best practice community engagement
Strategy	To make well-informed decisions based on input from the community and other key stakeholders through effective community engagement

The proposed Community Engagement Policy and Framework is consistent with the 2013-2017 Council Plan.

Financial Implications

The revision of the Community Engagement Policy and Framework was undertaken within existing resources.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Community Engagement Policy and Framework	The review of the Community Engagement Policy and Framework is due for review.	Low	Council to adopt the Community Engagement Policy and Framework.

Community Engagement Strategy

The following engagement activities have been undertaken, in accordance with the Council's Community Engagement Framework and Policy:

Level of Engagement	Stakeholder	Activities	Date	Outcome
Collaborate	Community Engagement Champions Group (which includes representatives from service units across the organisation)	A series of three collaborative workshops	April, May, July 2015	Community Engagement Champions collaborated to formulate clear recommendations for the Revised Policy and Framework. The group provided feedback on the Draft Framework and planning templates.
Consult	Internal Staff	Team meetings with feedback sought from the Community Engagement Champions	April / May 2015	Internal staff provided feedback including the useability of the current Framework and templates.
Involve	Executive Group and Management Team	Initial scoping workshop, ongoing briefings and presentation from representatives from the Champions Group	March to Nov 2015	Feedback, including any concerns raised were reflected in the process and alternatives developed.

The Draft Community Engagement Policy and Framework were made available for community exhibition for a period of eight weeks, concluding on the 5 February 2016. The Draft Community Engagement Policy and Framework were released for community exhibition on Have Your Say with hard copies made available at the Council Offices and Library. At the conclusion of the exhibition period, 4 submissions had been received with 110 visits on Have Your Say including 90 document downloads.

The following comments were submitted to Council for consideration.

Submission	Comment
Elaine needs a multipurpose facility. Sale of the hall would provide substantial base of funds for a new multipurpose facility that meets the needs of the future.	Noted and referred to the Recreation Unit
The engagement plan and framework provide insufficient information about the diverse groups in our community and the need for different strategies to engage with them and be given an opportunity to have a say. There is also insufficient information on the methods, approaches and time frames for engagement. It is pleasing to see Moorabool Shire's commitment and hopefully this will be reflected in genuine and creative approaches to engage the diversity of our community in a genuine and timely way. Thank you.	The Community Engagement Framework commits Council to: an effective engagement that identifies and engages all appropriate stakeholders both internal and external. A database of the diverse groups in the communities of Moorabool is maintained and is regularly updated as the communities change
It doesn't state what one is supposed to be commenting on? What anything? Everything? I do think there should be more grants through the council especially for the arts. And please put an extra set of walking lights in grant street. Outside the pool would be best. And why not at least divert all heavy trucks away from going down Grant street by telling them to go down Fisken or Woolpack.	Residents were being asked to comment on the revised draft community engagement policy and framework.
On the right track will be interesting to see how it unfolds	Noted

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Renae Knight

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The Community Engagement Policy and Framework outlines Council's commitment to genuine and meaningful community engagement. The Policy and Framework provides a Vision for Engagement in 2021 and a comprehensive process to assist Council Officers in planning for internal and external engagement processes.

Resolution:


Crs. Sullivan/Tatchell

That the Council adopts the revised Community Engagement Policy and Framework (March 2016).

CARRIED.

Report Authorisation

Authorised by:


Name: Danny Colgan
Title: General Manager Community Services
Date: Friday, 12 February 2016

10.3.3 Draft Service Review and Planning Policy and Draft Framework

Introduction

File No.: 02/03/013
Author: Vanessa O'Toole
General Manager: Danny Colgan

Background

The preparation and presentation of a service review policy, framework and prioritisation plan is a Council Plan Action in 2016/2017.

The draft Service Review and Planning Policy and Draft Framework sets out the Council's commitment to ongoing service reviews and planning to ensure that each service is aligned to the Council's strategic direction, valued by its communities, and delivered in the most responsible and sustainable manner.

A number of service reviews have been undertaken since 2011 including Rural Library Service, Community Grants Program, Community Development Fund, Family Day Care, Leisure Services, Fleet Policy, Street Sweeping and Statutory Planning (Milner Review). To ensure a consistent approach to service reviews and planning, the draft service review and planning policy and framework have been developed.

Proposal

The face of local government and the services it provides is changing.

Reduction in grant revenues from other levels of government and the introduction of the Fairer Rating System by the State Government will result in the financial sustainability of the Council being placed under pressure.

Further, the increased reliance on rate revenue to continue with status quo service delivery is unsustainable for our ratepayers.

The Council has a responsibility to provide and/or support value for money services to our communities in accordance with the Council Plan.

A draft Service Review and Planning Policy and Framework have been developed to assist staff and the Council to review services.

When making service delivery related decisions, the Council and its Officers will use the Service Review and Planning Framework and address the following principles:

- Services will reflect current, future community needs and expectations balanced against the resource capacity of Council.
- Services will have regard to the strategic work of the Council to 2041.
- Services and their levels will be delivered within the Integrated Planning and Delivery Framework Model.
- Services reviews will involve determining if Council is the most appropriate agency to deliver the service

- Service reviews will identify the most appropriate service model and levels of service
- Services will reflect the Vision, Mission and Values set out in the Council Plan.
- Service delivery will adhere to the Australian Business Excellence Framework as a philosophy and set of tools to drive continuous improvement.
- Services will be reviewed on a rolling cycle as determined under Section 6 of the policy.
- Service reviews will be undertaken having regard to the relevant State Government legislation and Ministerial Guidelines.
- Service reviews will be undertaken using a Council adopted Service Review and Planning Guideline document.
- Service levels set by the Council will be delivered with adequate resources in the cycle to the next scheduled review.
- Service reviews and planning will influence decisions on the renewal, upgrade and construction of new assets via the annual Capital Improvement Program (CIP) process.
- In reviewing a service, the linkages between services, including internal support services, will also be considered.
- New services will not be commenced unless they have been subject to this policy and associated framework.

It is proposed that in accordance with Moorabool Shire Council Policy Protocol, consideration of items which affect beyond the current year, the draft Service Review and Planning Policy and Framework as contained in Attachment 10.3.3(a) and 10.3.3(b) lay on the table for further consideration at the next Ordinary Meeting of Council on the 6 April 2016.

Consideration

The policy protocol relating to the consideration of items which affect beyond the current year is applied for consideration of matters whose impact or influence will extend to directly affect the activities and/or financial planning of Council for a period beyond the term of the Current Council Budget, and whether relating to Council policy pronouncements or specific projects.

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

Key Result Area	Representation and Leadership of our Community
Objective	Effective strategic and business planning for a growing community
Strategy	Development of service plans that link service delivery, asset management and business excellence

The proposed Service Review and Planning Policy is consistent with the 2013-2017 Council Plan.

Financial Implications

The draft policy and framework have been prepared using existing resources. The review of services and preparation of service plans may require additional resources depending on the scale of the review and will be subject to budget.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Environment and Community	Provision of services not in accordance with community need	Low	Application of policy and framework including identification of community needs
Financial	Rising cost of service provision making it possibly unsustainable	Moderate	Review of Services in accordance with the policy to determine future provision

Community Engagement Strategy

It is proposed that the draft policy and framework be made available on Have your Say, Council's online community engagement portal for comment.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Vanessa O'Toole

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The draft Service Review and Planning Policy and Draft Framework sets out the Council's commitment to ongoing service reviews and planning to ensure that each service is aligned to Council's strategic direction, valued by its communities, and delivered in the most responsible and sustainable manner.

Resolution:

Crs. Sullivan/Edwards

That, in accordance with Moorabool Shire Council Policy Protocol, 'Consideration of items which Affect beyond the Current Year', the draft Service Review and Planning Policy and Draft Framework now lay on the table for further consideration at the next Ordinary Meeting of Council on the 6 April 2016.

CARRIED.

Report Authorisation

Authorised by:

Name:

Title:

Date:



Danny Colgan

General Manager Community Services

Wednesday, 24 February, 2016

10.3.4 Country Football Netball Program

Introduction

File No.: 06/03/021
Author: Troy Scoble
General Manager: Danny Colgan

The purpose of the report is recommend that the Council endorse the application for the Maddingley Park Facility Development Project . Stage 1 project which was submitted by Officers for funding under the Victorian Government's Country Football Netball Grant Program on the 11 February 2016.

Background

The Victoria Government recently invited applications for the Country Football and Netball Program administered through Sport and Recreation Victoria.

The Country Football and Netball Program (CFNP) provides grants of up to \$100,000 to assist country football and netball clubs, associations and umpiring organisations to develop facilities in rural, regional and outer metropolitan locations including: change room facilities for players and umpires of both genders; development or upgrading of football playing fields; development or upgrading of netball facilities; and development or upgrading of lighting facilities.

The CFNP aims to assist country clubs and those on the metropolitan fringe struggling with outdated, overused or weather-damaged facilities. Funding ratio for the program is SRV \$2: Local \$1.

Applications for the grants program closed on the 11 February 2016. As no funds had not allocated in the 2015/2016 budget for this grants program, Officers sent out correspondence to each of the Football Netball Clubs across the Shire to advise them of the program and seek interest in Council applying for funding on their behalf. The conditions for expression of interest were that the community were required to have well planned projects, (preplanning completed, projects included in master plans that were shovel ready) with the group demonstrating their ability to provide all matching funding for a given project.

It was also outlined that priority would be given to projects that align with projects identified and prioritised in Council's longer term Capital Improvement Program and Council's recreation and Leisure Strategy 2015-2021.

Community Expression of Interest Projects

A summary of projects proposed through the Expressions of Interest process are:

Maddingley Park Facility Development Project . Stage 1

Description: Refurbishment of the existing multi-purpose community facility to improve existing amenities, refurbish kitchen, expand social community space and provide increased spectator shelter.

Funding Model:	<u>Project Budget</u>	\$150,000
	BM Football Club	\$ 25,000
	BM Cricket Club	\$ 25,000
	Required Grant Funding	\$100,000

This project has a completed design process and quantity surveyor report provided. This project is shovel ready and aligns with the Recreation and Leisure Strategy as the first stage to improve the overall amenities at Maddingley Park. The Maddingley Park Committee of Management have also effectively underwritten the club's financial contribution.

Gordon Recreation Reserve Football Netball Infrastructure Development Project

Description: Install electronic scoreboard, additional netball court to provide for a warm up and training space and light poles and conduits to support lighting of the court.

Funding Model:	<u>Project Budget</u>	\$220,000 (Quotes received)
	Gordon FN Club	\$ 99,000 (in kind labour and materials)
	Required Grant Funding	\$100,000
	Current Funding Gap	\$ 21,000

This project has a cost estimate on the court construction and significant amount of in-kind support including labour and materials. In terms of strategic priority and alignment with the Recreation and Leisure Strategy, the Recreation and Leisure Strategy supports this project in the future. However the strategy proposes a short term solution if the key driver for increased provision of court space is training. The solution proposed is a training venue could be accommodated by overlaying a court at the newly constructed tennis courts. The strategy recommends that when participation supports an additional court it should go at the reserve.

Bungaree Recreation Reserve Lighting Project

Descriptions: Install new sportsground lighting system at the Bungaree Recreation Reserve replacing existing 4 light towers providing light at 50 lux to 4 new towers, double in size providing lux level of 100 lux.

Funding Model:	<u>Project Budget</u>	\$163,100 (quotes obtained)
	Bungaree FN Club	\$ 58,000 cash, \$5100 in-kind
	Required Grant Funding	\$100,000

This project has a completed design process and quote provided. This project is shovel ready and aligns with future recommendations to improve sportsground lighting at all reserves in the Recreation and Leisure Strategy.

Project Evaluation

In accordance with the program guidelines, all project proposals were provided to Sport and Recreation Victoria (SRV) to seek feedback as to how each meet the criteria of this funding program. Feedback provided by SRV was that projects need to be strategically supported and ready to go with Council and Community endorsed plans, permits and confirmed funding contributions. Project specific feedback is detailed below:

- Maddingley Park Facility Development Project: SRV believe this project is ready for consideration for funding as it has a completed design process and confirmed funding contributions consistent with guidelines. Evidence of how this project supports future development of the facilities will need to be evidenced in the application.
- Gordon Recreation Reserve Football Netball Infrastructure Project: SRV raised concerns on each of the key elements of this project.

In regards to the Electronic Scoreboard component: SRV do not contribute to funding of electronic scoreboards, so this would have to be removed from the application and funding model adjusted.

In regards to the Lighting Component, SRV would require a lux level lighting plan clearly showing that they were installing infrastructure that would meet the 100lux requirement consistent with their Sports lighting guide or it would not be considered. The application stated that lighting and conduits would be installed to support future lighting of the venue.

In regards to the netball court component: Officers were advised that many small town football clubs had expressed interest in additional courts for training and warm up areas. However, to fund additional netball courts clear participation demands in competition would have to be evidenced or they would not be competitive projects and in the case of Gordon they understand the existing participation requirements and believe this would not present a competitive basis for funding of an additional court. SRV explained they have been advising clubs that if they require courts for training or warm up (which Gordon do), then they should think about installing a half court concrete pad that could be used as passive open space and a warm up area.

The in-kind support provided in the Expression of Interest was in the form of labour and materials. SRV require a 25% cash component and Council would also have to agree to underwrite all in-kind contributions. Whilst this was not confirmed the club did advise they believed they could secure the cash contribution if required.

- Bungaree Recreation Reserve Lighting Project: SRV advised that this project is consistent with projects that are considered as part of this grant program. SRV did raise questions as to what Council's strategic priorities are as this project has not been discussed as a priority for any grant program over the last 12 months.

Proposal

In September 2015, Council received an Expression of Interest for the Maddingley Park Facility Development Project as part of considering applications for funding for the Victoria Government Sports Infrastructure Fund. At that time, the Council resolved to apply for three other projects with committed funding in the 2015. 2016 Capital Improvement Program. It was recommended at the time for Officers to continue to develop the Maddingley Park project with the community for the Country Football Netball program should a further round of the program be confirmed by the Victorian Government. Officers have been having discussions with Sport and Recreation Victoria for over 12 months regarding improving facilities at Maddingley Park.

Based on the alignment with the Recreation and Leisure Strategy, Reserve Master Plans and the advice from SRV regarding the likely competitiveness of the projects, it is recommended that the Council endorse the submission of the Maddingley Park Facility Development Project for funding under the Victorian Government Country Football Netball Grant Program. The project should be seen as part of a broader facility development project for the reserve that is contained within Council's draft Capital Improvement Program.

It is proposed that officers continue to work with the Gordon Football Netball Club to further explore opportunities of facilitating major infrastructure development at the site harnessing the in-kind contribution support and other relevant grant programs and funding sources that will be available in the future.

The Gordon Football Netball Club have been provided with feedback from SRV and Council Officers will continue to support the Committee and club in the development of the project.

It is proposed to refer the Bungaree Recreation Reserve Lighting Project for consideration as part of future Country Football Netball Program funding rounds and to Council's Capital Improvement Process for further consideration with other strategic priorities for future funding programs.

Policy Implications

Given the timing of the Country Football Netball Program funding round which is generally late in the year, it is proposed that as part of inviting expressions of interest from clubs and groups for the Sport and Recreation Community Facilities Funding Program from around May, that applications also be invited and considered for submission to possible future rounds of the Country Football Netball Club.

The 2013-2017 Council Plan provides as follows:

Key Result Area	Community Well Being
Objective	Increase and encourage participation in a range of sport, recreation and leisure activities.
Strategy	Promote community health and wellbeing through the provision of recreation facilities, open space, programs and activities.

The proposal to endorse the application for funding under the Victorian Government Country Football netball grant Program is consistent with the 2013-2017 Council Plan.

Financial Implications

All matching funding for the grant application is to be provided by the clubs and community.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Community Needs	Current Community needs will not be met if improvements are not implemented at these facilities	High	Future strategic planning for high priority recommendations identified in context of other community priorities
Financial	Funding required to progress future development of the facilities	Medium	Business cases will be prepared for consideration in future Council budgets.

Communications and Consultation Strategy

The outcomes of this report will be communicated to all community groups and key stakeholders that expressed interest.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Troy Scoble

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The Country Football and Netball Program (CFNP) provides grants of up to \$100,000 to assist country football and netball clubs, associations and umpiring organisations to develop facilities in rural, regional and outer metropolitan locations. Applications for the grants program closed on the 11 February 2016.

It is recommended consistent with strategic priorities of Council's Recreation and Leisure Strategy; draft long term Capital Improvement Program and feedback from Sport and Recreation Victoria that the Council endorse the funding application for the Maddingley Park Facility Development Project . Stage 1 as part of a broader facility development project as the reserve.

Officers will continue to work with the Gordon and Bungaree Football Netball Clubs to better position their projects for future funding opportunities.

Resolution:

Crs. Dudzik/Tatchell

It is recommended that the Council endorse the application for the Maddingley Park Facility Development Project – Stage 1 project which was submitted by Officers for funding under the Victorian Government's Country Football Netball Grant Program on the 11 February 2016.

CARRIED.

Report Authorisation



Authorised by:

Name: Danny Colgan

Title: General Manager Community Services

Date: Wednesday, 24 February 2016

Cr. Spain declared a Direct Conflict of Interest in relation to Item 10.3.5 Community Development Fund. The nature of the Conflict of Interest is due to Cr. Spain being a committee member of the Bacchus Marsh Arts Council Inc, and that the association has applied for a Community Development Grant.

Cr. Spain left the meeting at 5.26pm and did not participate in the discussion and voting on the Item.

10.3.5 Community Development Fund

Introduction

File No.: 06/03/004
Author: Renae Knight
General Manager: Danny Colgan

Background

The current round of the Community Development Fund opened on the 16 November 2015 and closed on 11 December 2015. A total of 10 applications were received.

The Community Development Fund is offered on a yearly basis as part of Councils Annual Budget process. A total of \$100,000 is available to community groups/committees, community networks, progress groups and development associations as seed funding (and leverage for external funding opportunities) to support community infrastructure projects that have a significant impact on community development, liveability and wellbeing in the Shire.

Eligible groups and organisations can submit an Expression of Interest (EOI) for up to \$25,000 funding with preference given to those who can demonstrate:

- " a contribution toward the cost of the project by cash or in-kind support,
- " the leveraging of funds to support external funding opportunities,
- " a strategic basis . the project is detailed in a community plan, master plan or strategic plan.

The key objectives of the Community Development Fund are to:

- " support the development of projects that enhance community capacity, liveability and wellbeing in local communities;
- " support and encourage community networks to build capacity and sustainability by undertaking planning activities and developing new skills;
- " support community networks, committees and other groups to leverage Community Development funds by applying to external funding programs;
- " support projects that increase participation and provide opportunities for older adults, young people, people with a disability and young families; and
- " foster collaborative relationships between community groups, Council, State and Federal Government and other organisations.

The Community Development Fund assessment process is competitive and based on merit. To be considered, Expressions of Interest must meet the eligibility criteria outlined in the guidelines. Applicants are also encouraged to read the assessment criteria carefully before submitting their expression of interest.

Policy Assessment Criteria:

Expressions of Interest are assessed against seven (7) weighted assessment criteria. The assessment criteria are as follows.

- a. Project description? 10%
- b. Project Location and demographics 10%
- c. How will the project enhance community and economic development, liveability or wellbeing 20%
- d. What will the project achieve 20%
- e. Who are the community partners / stakeholders and how will maintenance and sustainability be addressed 20%
- f. Costs, contributions and grant requested 20%

Application Support

The Community Development Fund Policy specifies that applicant groups are encouraged to meet with a Community Development/Engagement Officer prior to lodging an application. The majority of applicant groups for the Community Development Fund 2016/17 received support and advice from Community Development/ Engagement Officers.

Number of applications and amount requested

In total, 10 applications were received by the closing date. A total of \$195,665 was requested from a total grant pool of \$100,000. After being allocated a grant from Council of \$100,000, the Bungaree Bowling Club subsequently withdrew its application from the program.

Assessment

Assessment of applications was conducted by a panel of officers and ranked according to the extent to which the application addressed Council's policy assessment criteria.

Implementation Process

The Community Development Fund grants will be made available to the successful groups from 1 July 2016, following the adoption of the Council budget. In accordance with the guidelines, officers will then support successful groups to leverage this grant for external funding from State and Federal Government Grant programs. Further reports on project progress will be provided to the Council.

Proposal

It is proposed that the amount of \$100,000 be allocated to fund Community Development Fund projects. As a result, council will have the opportunity to fund 5 out of 9 Community Development Fund projects.

Based on the above process and funding criteria, it is proposed that the Council allocate the grants for the Community Development Fund as follows:

Name of Organisation	Project Name	Project Description	Requested Amount	Potential External Funding Source	Estimated External Funding Amount	Community Cash	Community In- Kind	Project Total Value	Progressive Total	Policy Score
Coimadai Fire Brigade	Community Facility Upgrade	Redevelopment of the former fire station into a community facility available for use by a wide range of local community groups.	\$25,000	SES Confirmed	\$48,000	\$25,000	\$4,500	\$102,500	\$25,000	94.00
Darley Football Netball Club	Safety Fencing for Darley Park	Erection of a safety fence to reduce incidents of the community being injured whilst using facilities at Darley Park.	\$23,000	Country Football & Netball Grants SRV	\$5,000	\$2,000		\$30,000	\$48,000	87.40
Navigators Tennis Club	Navigators Tennis Club Improvements	Navigators Tennis Club and the Navigators Committee of Management plan to undertake an upgrade of the fencing around the Tennis courts (3 in total) which is in need of improvement	\$17,665	Tennis Australia SRV	\$2,500	\$500	\$2,500	\$23,165	\$65,665	82.00

Name of Organisation	Project Name	Project Description	Requested Amount	Potential External Funding Source	Estimated External Funding Amount	Community Cash	Community In- Kind	Project Total Value	Progressive Total	Policy Score
The Avenue Bowling Club	Resurfacing of the Lorna Lucas Green	Removal of the existing sand filled base synthetic bowling green surface and replace it with a woven carpet surface.	\$25,000	SRV	\$50,000	\$76,800		\$151,800	\$90,665	77.20
Bacchus Marsh Arts Council	Public Arts Piece	<p>Design, engineer, fabricate and commission the erection of a Public Art Piece (a tree-themed Sculpture and Resting Place with community seating) that represents the varying sectors of the villages+ making up Bacchus Marsh and recognises the history, agriculture, industry and demographics of the locale.</p> <p>The proposed location is a central location (adjacent to the supper room or at the main street entrance to the Bacchus Marsh Shopping Complex). The exact location is to be confirmed and will be subject to approval of the Council</p>	\$25,000	VicArts Grants Australian Council of Arts	\$15,000	\$5,000	\$20,000	\$65,000	\$100,000	73.00

Name of Organisation	Project Name	Project Description	Requested Amount	Potential External Funding Source	Estimated External Funding Amount	Community Cash	Community In- Kind	Project Total Value	Progressive Total	Policy Score
Ballan Golf Club	Water Consolidation Program	To procure two 100,000 liter tanks and fill with water from various sources within the community such as recycled water from Ballan sewerage outlet and rain water from clubhouse roof run-off and hopefully a connection to the Moorabool street drainage system which runs down Blow Court.	\$25,000	SRV	\$3,000			\$28,000	\$125,000	58.8
Ballan Caravan Park	Communal Meeting Recreational Facility	Construct a communal meeting/recreation facility at Ballan Caravan Park which can be used by residents and the general public which can be booked and used for meetings, events, celebrations, parties.	\$25,000	RDV	\$2,500		\$2,500	\$30,000	\$150,000	58.00
Ballan Scouts	Feasibility Study New Scout Hall	The 1st Ballan Scout Group needs a new hall. The project entails the undertaking of a feasibility study to understand the wider community need for a facility.	\$15,000	Bendigo Bank	\$5,000			\$20,000	\$165,000	57.4

Name of Organisation	Project Name	Project Description	Requested Amount	Potential External Funding Source	Estimated External Funding Amount	Community Cash	Community In- Kind	Project Total Value	Progressive Total	Policy Score
Eco Goodwill	Thrifty Minx	Development of a Business and Marketing Plan for Thrifty Minx which will be used to leverage further funds from State and Commonwealth governments and philanthropic foundations to subsidise the current enterprise and expand the model to Bacchus Marsh.	\$15,000	Bendigo Bank			\$5,000	\$20,000	\$195,665	24.60
TOTAL			\$195,665					\$439,800		

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

Key Result Area	Community Wellbeing
Objective	Community Self Reliance
Strategy	Provide community development support and partnership projects

The proposed allocation of grants under the Community Development Fund Program is consistent with the 2013-2017 Council Plan.

Financial Implications

Consistent with the Community Development Fund Policy and 2016/17 budget allocation, a total of \$100,000 is available for allocation in the Community Development Fund. The total amount of grants being recommended for allocation in this round is \$100,000.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Project timelines	Grant recipients exceeding prescribed timelines	Medium	-Terms and conditions agreements required to be signed by grant recipients -Scheduled monitoring of projects
Financial	Grant recipients appropriate expenditure of Council funds	Medium	- Terms and conditions agreements required to be signed by grant recipients -Grant acquittal required upon completion of projects

Community Engagement Strategy

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult	Community Groups	Meetings with applicant groups	Various	November/December 2015	Applicants/ groups supported to submit applications

Communications Strategy

Applicants for the Community Development Fund will be advised in writing of the outcomes of their grant applications in March 2016.

Community Development Officers will provide feedback to unsuccessful applicant groups via meetings or phone contact. Feedback will include:

- " Advice to applicant groups of the relative strengths and areas for improvement in their Community Development Fund applications
- " Options for alternative funding
- " Supporting a group to re-lodge their application in the next appropriate round of Community Development Fund Program

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

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General Manager – Danny Colgan

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Renae Knight

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

Applications received under the Community Development Fund are reflective of the diverse range of activities that community groups are engaged in and the areas in need of financial support from Council. In total, 10 applications (one subsequently withdrawn) were received with Council Officers reporting a high quality of applications.

Recommendation:

1. That the Council allocates the following grants from the Community Development Fund.

Name of Organisation	Project Name	Recommended Amount
Coimadai Fire Brigade	Community Facility Upgrade	\$25,000
Darley Football Netball Club	Safety Fencing for Darley Park	\$23,000
Navigators Tennis Club	Navigators Tennis Club Improvements	\$17,665
The Avenue Bowling Club	Resurfacing of the Lorna Lucas Green	\$25,000
Bacchus Marsh Arts Council	Public Arts Piece – location to be confirmed and subject to the approval of Council	\$9,335
Total		\$100,000

2. That all applicants be notified in writing of the outcome of their application.
3. That Council Staff provide feedback to unsuccessful groups and provide suggestions for alternative funding, or how the group may choose to improve and re-develop their application for submission to the next appropriate round of the Community Development Fund Program.

SUSPENSION OF STANDING ORDERS 5.37PM

Resolution:

Crs. Sullivan/Edwards

That Standing Orders be suspended to facilitate a discussion on Item 10.3.5.

CARRIED.

RESUMPTION OF STANDING ORDERS 5.51PM

Resolution:

Crs. Toohey/Dudzic

That Standing Orders now be resumed to facilitate a return to the business of the Agenda.

CARRIED.

The business of the meeting then returned to the Agenda. Item 10.3.5 – Community Development Fund.

Resolution:

Crs. Toohey/Tatchell

- 1. That the Council allocates the following grants from the Community Development Fund.**

Name of Organisation	Project Name	Recommended Amount
<i>Coimadai Fire Brigade</i>	<i>Community Facility Upgrade</i>	<i>\$25,000</i>
<i>Darley Football Netball Club</i>	<i>Safety Fencing for Darley Park</i>	<i>\$23,000</i>
<i>Navigators Tennis Club</i>	<i>Navigators Tennis Club Improvements</i>	<i>\$17,665</i>
<i>The Avenue Bowling Club</i>	<i>Resurfacing of the Lorna Lucas Green</i>	<i>\$25,000</i>
<i>Ballan Golf Club</i>	<i>Water Consolidation Program</i>	<i>\$25,000</i>
Total		\$115,665

- 2. That all applicants be notified in writing of the outcome of their application.**
- 3. That the Bacchus Marsh Arts Council project be referred to this years' budget, pending a report on the agreement to use the land and the community funding aspect.**
- 4. That Council Staff provide feedback to unsuccessful groups and provide suggestions for alternative funding, or how the group may choose to improve and re-develop their application for submission to the next appropriate round of the Community Development Fund Program.**

CARRIED.

Cr. Spain returned to the meeting at 5.55pm.

Report Authorisation

Authorised by:

Name: Danny Colgan
Title: General Manager Community Services
Date: Wednesday, 24 February 2016

10.4 INFRASTRUCTURE SERVICES

10.4.1 Grant Opportunity - National Stronger Regions Fund (Round 3)

Introduction

File No: 06/03/001
Author: Phil Jeffrey

Background

The Federal Government's National Stronger Regions Fund (NSRF) is a programme to promote economic development in Australia's regions. \$1 billion is provided over five years, commencing in 2015-16, to fund priority infrastructure in local communities.

The NSRF is a competitive programme based on information provided in the application and supporting documents. The objective of the NSRF is to fund investment ready projects which support economic growth and sustainability of regions across Australia, particularly disadvantaged regions, by supporting investment in priority infrastructure.

Round 1 provided for grants of up to \$10 million on a dollar for dollar basis and Round 2 provided the opportunity to submit up to two applications for matching funding.

In July 2015, Council considered a report regarding potential applications and resolved to submit applications to the NSRF programme for Round 2 comprising Bacchus Marsh Racecourse Recreation Reserve and Ballan Industrial Estate.

Extensive submissions for both projects were made by end July 2015. Unfortunately, Council was advised in December 2015 that both applications had been assessed and were unsuccessful. The projects that were successful in both rounds of the programme can be viewed at www.investment.infrastructure.gov.au/funding/NSRF.

Feedback from the department was that because funds from the state government were in the overall funding mix, and that these were unconfirmed, that the submissions were not considered further. It seems that the rest of the applications satisfied the requirements but it is hard to say how they would have ranked against successful applications.

Round 3 Applications

Round 3 of the programme is now open and provides an opportunity to once again submit up to two applications up to a maximum of \$10M, with matching funding to be confirmed before an application is submitted. The closing date for submissions is 15 March 2016.

Scoring of applications is on the following basis:

- The extent to which the project contributes to economic growth in the region (3/7),
- The extent to which the project addresses disadvantages in the region (2/7),
- The extent to which the project increases investment and builds partnerships in the region (1/7),
- The extent to which the project and proponent are viable and sustainable (1/7).

The application process and supporting information that is required is very onerous and at a minimum, applications would require the following supporting documents:

- Project Management Plan
- Business Case
- Risk Management Plan
- Procurement Management Plan
- Written confirmation of all partner funding (cash)
- Asset Maintenance or Asset Management Plan
- Audited Financial Statements for two of the three most recent consecutive years
- Evidence to demonstrate the Applicant's experience in delivering projects of similar size

Given these documents were prepared as part of the Round 2 applications, much of the background work has been completed and a review and update of the documents to further strengthen based on feedback from Round 2 would be required in a short timeframe.

It is anticipated that announcement of Round 3 projects to be funded will be July 2016 and projects are required to be completed by 31 December 2019.

Proposal

It is proposed to resubmit applications for Bacchus Marsh Racecourse Recreation Reserve and Ballan Industrial Estate and remove reference to state government funding that is unconfirmed. The general scope of each project is outlined below.

Bacchus Marsh Racecourse Recreation Reserve

This project has been titled the Moorabool Regional Community Sports Hub and will meet the identified immediate active recreation needs of the community of Bacchus Marsh and its surrounds, while also enhancing the activities of existing reserve tenants. Stage 1 of the development consists of;

- 2 soccer pitches and a cricket field as a multi-purpose field
- Sports lighting to 100 lux to multi use field
- Cricket practice nets
- BMX track to National competition standard
- Multipurpose sports pavilion
- Construction of a gravel car park and entry road upgrade
- Additional overflow parking area south of the BMX track
- Paths and perimeter planting
- Relocation of pony club
- Construction of sand show jumping area
- Provision of 8 dressage arenas
- Construction of camp drafting facilities
- Pavilion for equestrian use
- Construction of a cross country course
- Construction of a shared path to the site
- Extension and construction of services and utilities to the site



The total estimated cost of these works is \$7,450,000. The Round 2 application requested \$3,075,000 from NSRF and included state funding. A Round 3 application will need to remove the state component and therefore half of the total cost would be applied for being \$3,725,000. State grants would still be actively pursued to supplement the project therefore Council's overall contribution should not increase.

Ballan Industrial Estate

The Ballan Industrial Estate Development project will meet the identified immediate employment needs of the community of Ballan and its surrounds, while also enhancing the facilities for existing landowners and tenants and supporting the potential for future growth of existing businesses. The initial project consists of:

- Extension of Haddon Drive within the estate
- 1.5km extension to the gas supply network from Denholms Road
- High voltage power upgrades
- Reticulation of:
 - Drainage
 - Sewerage
 - Water
 - Natural gas
 - Electricity
 - Telecommunications
- Construction of a new municipal works depot
- Landscaping

The total estimated cost of these works is \$5,290,000. The Round 2 application requested \$2,240,000 from NSRF and included state funding. A Round 3 application will need to remove the state component and therefore half of the total cost would be applied for being \$2,645,000. State grants would still be actively pursued to supplement the project therefore Council's overall contribution should not increase.

Policy Implications

The 2013-17 Council Plan provides as follows:

Key Result Area	Representation and leadership of our community
Objective	Advocate for services and infrastructure that meets the shire's existing and future needs.
Strategy	Advocate on behalf of the community to improve services and infrastructure within the Shire.

The proposal is consistent with the 2013-17 Council Plan.

Financial Implications

The financial implications of applying for grant funding are potentially significant. Refer discussion under 'Proposal' section of this report.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Financial . Inadequate matching funds to finish project	Agencies not able to match required funding.	Low	Commitment in writing from relevant agencies.

Communications and Consultation Strategy

Extensive consultation previously occurred as part of the preparation of the Bacchus Marsh Racecourse Recreation Reserve masterplan. In relation to the BMRRR, it will be necessary to advise the Chair and committee of the desire to progress a further application.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Phil Jeffrey

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The Federal Government's National Stronger Regions Fund (NSRF) is a programme to promote economic development in Australia's regions. It is recommended that Council receives the report on Round 3 of the NSRF programme and authorises officers to progress making a further application based on the revised project scope and costings.

Resolution:

Crs. Edwards/Tatchell

That Council:


1. ***Requests Officers to submit applications to the NSRF Programme for Round 3 comprising:***
 - a. ***Bacchus Marsh Racecourse Recreation Reserve requesting up to \$3,725,000.***
 - b. ***Ballan Industrial Estate Improvements requesting up to \$2,645,000***
2. ***Requests Officers to prepare supporting documentation required for the NSRF applications.***

CARRIED.

Report Authorisation

Authorised by:

Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Friday, 12 February 2016



10.4.2 VicRoads Joint Procurement; Pavement and Linemarking Services

Introduction

File No.: 06/04/004
General Manager: Phil Jeffrey

Background

Recent discussions have been held with VicRoads to determine if there are opportunities for joint procurement of works. Council and VicRoads deliver similar services for road management and maintenance, albeit for different road types and areas. Given the difference in road functions, VicRoads often has higher standards of maintenance.

Part of the discussions with VicRoads involved investigating potential savings for both organisations in three areas being asphalt overlays, reseals and linemarking. Investigations revealed that asphalt and reseals would not result in demonstrable savings largely because of differing standards however linemarking may be of benefit.

Proposal

It is proposed that Moorabool participate in a one-year trial of a joint procurement of pavement linemarking service with VicRoads for the 2016/17 financial year. Given Moorabool's current rates for linemarking, it is estimated that potential cost savings of up to 20% or \$10,000 could be achieved for the period of the trial. It is envisaged that this would result in more works on the ground rather than a budget saving as there is rarely enough maintenance funds available.

Moorabool's current contract is structured as a schedule of rates called up as works are identified. To enable a joint contract to be entered into, the development of an up-front works program for the year would be necessary. Although an inventory of pavement markings exists, it would not include all markings in the shire and this will need to be built on over time. However, it is considered that there is sufficient information to develop a program and will require allocation of resources in the coming months to do so.

The contract would be publically tendered thus satisfying procurement requirements and dovetailing into a much larger contract coupled with scheduling a year of works would realise the potential efficiencies.

The following table outlines the proposed demarcation of responsibilities between Council and VicRoads for the purposes of the pilot.

Council will be responsible to:
<ul style="list-style-type: none"> ▪ Provide an inventory of proposed road marking works for inclusion into the joint contract by May 31, 2016; ▪ Reimburse all costs of their program of works that are undertaken in the joint contract; ▪ Assist VicRoads in preparation of the documents as required and with any construction issues related to their works; ▪ Agree that VicRoads is to maintain control over the contractual arrangements, awards and payments for the delivery of the project with input from Moorabool Shire Council (VicRoads will be the Superintendent of the contract); ▪ Assist VicRoads to ensure any issues in the specification development and delivery are worked through constructively to achieve learnings from the project; ▪ Moorabool Shire Council agrees to VicRoads procuring works on its road network.
VicRoads will be responsible to:
<ul style="list-style-type: none"> ▪ Tender, award and administer the contract for the works; ▪ Make all payments for the works and seek regular reimbursement from Moorabool Shire Council for their proponent of works; ▪ Pay all costs of their program of works that are undertaken in the joint contract; ▪ Assist Moorabool Shire Council to ensure any issues in the specification development and delivery are worked through constructively to achieve learnings for the project; ▪ Use its best endeavours to let a tender in July 2016; ▪ Use its best endeavours to award the contract before November 2016.

At this time, VicRoads is willing to be superintendent of the contract without a fee. Following the conclusion of the trial period, a report on the outcomes of the joint tender will be presented to the Grampians Regional Management Group.

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

Key Result Area	Enhanced Infrastructure and Natural and Built Environment
Objective	Ensure current and future infrastructure meets the needs of the community
Strategy	Construct physical infrastructure to appropriate standards

The proposal is consistent with the 2013-2017 Council Plan.

Financial Implications

Council's existing linemarking budget is in the order of \$50,000. Based on Council's existing rates for linemarking services, it is estimated that a joint procurement model could result in 20% cost reduction over 12 months although it is proposed that this saving equate to more work on the ground.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Contractual	Council does not meet its obligations under the agreement	Low	Allocation of officer to liaise with VicRoads.
Financial	Potential savings not realised.	Low	Part of a much larger contract.

Communications Strategy

There is no formal communications strategy required as a result of the recommendation within this report. Following the conclusion of the trial period, a report on the outcomes of the joint tender will be prepared.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Phil Jeffrey

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

This report outlines the opportunity for the procurement of shared services between Council and VicRoads for the provision of linemarking.

It is considered that a joint approach could result in some savings and efficiencies in scheduling of works. As such, it is recommended Council trial a joint procurement process with VicRoads for linemarking, for a period of twelve months.

Recommendation:

That Council:

1. **Endorses a joint procurement process between Moorabool Shire and VicRoads for the provision of linemarking services.**
2. **Authorises the General Manager Infrastructure to progress the matter on Council's behalf.**

Resolution:

Crs. Tatchell/Sullivan

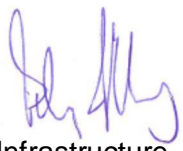
That Council:

1. ***Endorses a joint procurement process between Moorabool Shire and VicRoads for the provision of linemarking services for a one year trial period.***
2. ***Authorises the General Manager Infrastructure to progress the matter on Council's behalf.***

CARRIED.

Report Authorisation

Authorised by:

Name: Phil Jeffrey 
Title: General Manager Infrastructure
Date: Friday, 12 February 2016

11. OTHER REPORTS

11.1 Assembly of Councillors

File No.: 02/01/002

Section 76(AA) of the Local Government Act 1989 defines the following to be Assemblies of Councillors; an advisory committee of the Council that includes at least one Councillor; a planned or scheduled meeting of at least half the Councillors and one member of council staff which considers matters that are intended or likely to be:

- the subject of a decision of the Council; or
- subject to the exercise of a Council function, power or duty by a person or committee acting under Council delegation.

It should be noted, an assembly of Councillors does not include an Ordinary Council meeting, a special committee of the Council, meetings of the Council's audit committee, a club, association, peak body or political party.

Council must ensure that the written record of an assembly of Councillors is, as soon as practicable .

- a) reported to the next ordinary meeting of the Council; and
- b) incorporated in the minutes of that council meeting. (s. 80A(2))

Council also records each Assembly of Councillors on its website at www.moorabool.vic.gov.au

A record of Assemblies of Councillors since the last Ordinary Meeting of Council is provided below for consideration:

- Assembly of Councillors . Wednesday 3 February 2016 . Shared Services and Draft Service Review and Planning Policy and Framework
- Assembly of Councillors . Wednesday 10 February 2016 . Football / Netball Program and Rating Strategy

Resolution:

Crs. Tatchell/Sullivan

That Council receives the record of Assemblies of Councillors as follows:

- ***Assembly of Councillors – Wednesday 3 February 2016 – Shared Services and Draft Service Review and Planning Policy and Framework***
- ***Assembly of Councillors – Wednesday 10 February 2016 – Football / Netball Program and Rating Strategy***

CARRIED.

11.2 Section 86 - Delegated Committees of Council - Reports

Section 86 Delegated Committees are established to assist Council with executing specific functions or duties. By instrument of delegation, Council may delegate to the committees such functions and powers of the Council that it deems appropriate, utilising provisions of the Local Government Act 1989. The Council cannot delegate certain powers as specifically indicated in Section 86(4) of the Act.

Section 86 Delegated Committees are required to report to Council at intervals determined by the Council.

Councillors as representatives of the following Section 86 . Delegated Committees of Council present the reports of the Committee Meetings for Council consideration.

Committee	Meeting Date	Council Representative
Maddingley Park Committee of Management	12 January 2016	Cr. Edwards.

Resolution:

Crs. Spain/Sullivan

That Council receives the reports of the following Section 86 - Delegated Committees of Council:

- ***Maddingley Park Committee of Management meeting of Tuesday 12 January 2016.***

CARRIED.

11.3 Section 86 - Advisory Committees of Council - Reports

Section 86 Advisory Committees are established to assist Council with executing specific functions or duties.

Advisory Committees of Council currently have no delegated powers to act on behalf of Council or commit Council to any expenditure unless resolved explicitly by Council following recommendation from the Committee. Their function is purely advisory.

Section 86 Advisory Committees are required to report to Council at intervals determined by the Council.

Councillors as representatives of the following Section 86 . Advisory Committees of Council present the reports of the Committee Meetings for Council consideration.

Committee	Meeting Date	Council Representative
Moorabool Recreation and Leisure Strategic Advisory Committee	15 December 2015	Cr. Dudzik Cr. Edwards Cr. Spain

Resolution:

Crs. Tatchell/Edwards

That Council receives the reports of the following Section 86 Advisory Committees of Council:

- ***Moorabool Recreation and Leisure Strategic Advisory Committee meeting of Tuesday, 15 December 2015.***

CARRIED.

12. NOTICES OF MOTION

Nil.

13. MAYOR'S REPORT

Since the last Ordinary Meeting of Council, the Mayor, Cr. Comrie, attended the following meetings and activities:

Cr. Comrie - Mayor	
February/March 2016	
7 February	Australian Ex-Prisoners of War Memorial 12th Anniversary Service and Wreath/Book Laying, Ballarat
9 February	Moorabool 365 Events Calendar launch and photo opportunity, Bacchus Marsh
10 February	Special Meeting of Council, Ballan
18 February	Halletts Way Launch Ramps Funding Announcement
18 February	VLGA Rate Capping Information Session, Melbourne
19 February	Central Highlands Mayors & CEOs Meeting
21 February	Ballan Vintage Machinery Open Day
24 February	Ballan Shire Historical Society Annual General Meeting, Ballan S86 Urban Growth Strategy Committee Meeting
1 March	MAV Infrastructure Victoria Briefing, Melbourne
2 March	Meeting with Wayne Weaire, CEO Ballan District Health & Care Ordinary Meeting of Council, Lal Lal

Cr. Comrie commented that the staff at Moorabool have gone above and beyond the call of duty in regard to the Scotsburn Fire and recovery process.

Resolution:

Crs. Toohey/Tatchell

That the Mayor's report be received.

CARRIED.

14. COUNCILLORS' REPORTS

Since the last Ordinary Meeting of Council, Councillors have attended the following meetings and activities:

Cr. Sullivan	
<i>February 2016</i>	
<i>15 February</i>	<i>Moorabool Scotsburn Fire Recovery Committee meeting. Cr. Sullivan commended staff for their combined efforts.</i>
<i>19 February</i>	<i>Bendigo Bank Scotsburn Fire Appeal meeting.</i>
<i>25 February</i>	<i>Timber Towns Victoria AGM – TIRES Executive Summary</i>

Cr. Spain	
<i>February/March 2016</i>	
<i>9 February</i>	<i>Launch of Moorabool365 Events Calendar</i>
<i>1 March</i>	<i>Moorabool Aged and Disability Services presents NDIS – 2016 Planning for Future</i>

Cr. Dudzik	
<i>February/March 2016</i>	
<i>9 February</i>	<i>Launch of Moorabool365 Events Calendar</i>
<i>1 March</i>	<i>Moorabool Aged and Disability Services presents NDIS – 2016 Planning for Future</i>

Cr. Edwards	
<i>February/March 2016</i>	
<i>18 February</i>	<i>Halletts Way Launch Ramps Funding Announcement – Cr. Edwards thanked the CEO, Mr Jeffrey, all staff and Councillors involved in the project.</i>

Cr. Tatchell	
<i>March 2016</i>	
<i>2 March</i>	<i>Bacchus Marsh Tourism Association's launch of Harvest Festival</i>

Cr. Toohey	
<i>February 2016</i>	
<i>18 February</i>	<i>Halletts Way Launch Ramps Funding Announcement – Cr. Toohey thanked the CEO, Mr Jeffrey and all staff and Councillors involved in the project.</i>

Resolution:**Crs. Sullivan/Toohey*****That the Councillors' reports be received.*****CARRIED.**

15. URGENT BUSINESS

15.1 Community Development Fund

Resolution:

Crs. Toohey/Tatchell.

That Council bring forward a review of the Community Development Fund and as part of that review, include the process in which we communicate with the community.

CARRIED.

15.2 Ballan Scouts Feasibility Study New Scout Hall

Resolution:

Crs. Tatchell/Dudzik

That an amount of \$15,000 be taken from the Central Ward Development Fund to facilitate the development of the Ballan Scouts site feasibility study.

CARRIED.

16. CLOSED SESSION OF THE MEETING TO THE PUBLIC**16.1 Confidential Report****ADJOURNMENT OF MEETING 6.16PM**

Crs. Sullivan/Spain

That the meeting now stand adjourned for a period of 10 minutes.

CARRIED.

RESUMPTION OF MEETING 6.26PM

Crs. Sullivan/Edwards

That the meeting now be resumed.

CARRIED.

Resolution:

Crs. Edwards/Toohey

That pursuant to the provisions of the Local Government Act 1989, the meeting now be closed to members of the public to enable the meeting to discuss matters, which the Council may, pursuant to the provisions of Section 89(2) of the Local Government Act 1989 (the Act) resolve to be considered in Closed Session, being a matter contemplated by Section 89(2) of the Act, as follows:

- (a) personnel matters;*
- (b) the personal hardship of any resident or ratepayer;*
- (c) industrial matters;*
- (d) contractual matters;*
- (e) proposed developments;*
- (f) legal advice;*
- (g) matters affecting the security of Council property;*
- (h) any other matter which the Council or special committee considers would prejudice the Council or any person;*
- (i) a resolution to close the meeting to members of the public*

CARRIED.

Items 16.1 . 16.2 are confidential items
and therefore not included
as part of these Minutes.

17. MEETING CLOSURE

The meeting closed at 7.09pm.

Confirmed.....Mayor.