

ORDINARY MEETING OF COUNCIL

Minutes of the
Ordinary Meeting of Council to be held at
Council Chambers, 15 Stead Street, Ballan on
Wednesday 7 August 2013,
commencing at 7:00 p.m.

Members:

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

Officers:

Mr. Rob Croxford	Chief Executive Officer
Mr. Shane Marr	General Manager Corporate Services
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. Toohey, opened the meeting with the Council Prayer at 7.00pm.

2. PRESENT**Members:**

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

Officers:

Mr. Rob Croxford	Chief Executive Officer
Mr. Shane Marr	General Manager Corporate Services
Mr. Phil Jeffrey	General Manager Infrastructure
Mr. Satwinder Sandhu	General Manager Growth and Development
Mr. Danny Colgan	General Manager Community Services
Ms. Sam Romaszko	Manager Engineering Services
Mr. Glenn Townsend	Manager Operations
Mr. Keith Linard	Manager Assets
Ms. Lace Daniel	Minute Taker

3. APOLOGIES

Cr. Tom Sullivan	West Moorabool Ward
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4. CONFIRMATION OF MINUTES**4.1 Ordinary Meeting of Council – Wednesday 17 July 2013****Resolution:**

Crs. Comrie/Spain

That Council confirms the Minutes of the Ordinary Meeting of Council held on Wednesday 17 July 2013.

CARRIED.

5. 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.

Nil.

6. MAYOR'S REPORT

6.1 Certificate of Appreciation Presentation

The Mayor, Cr. Pat Toohey, presented Mr. Stuart Bowers upon his retirement with Moorabool Shire Council, with a Certificate of Appreciation for Stuart's 40 years of service with Moorabool Shire (previously Bungaree Shire).

6.2 Mayors Report

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

Cr Pat Toohey – Mayor's Report	
July/August 2013	
31 July	Official Launch (sod turn) for the Community Fire Refuge Site, Blackwood Fire Station (The Hon. Kim Wells, Minister for Police and Emergency Services and Minister for Bushfire Response; Criag Lapsley, Fire Services Commissioner; CFA Regional Director Don Kelly, CFA CEO, Mick Burke).
31 July	Assembly of Council – Confidential Item
2 August	Central Highlands Mayors and CEOs Forum
6 August	Citizenship Ceremony
7 August	S86 Rural Growth Strategy Meeting Assembly of Council – Confidential Item Assembly of Council – Camerons Road and other Similar Strategic Developments Assembly of Council – Community Grants Review Assembly of Council – 2012/13 CIP and Flood Program Overview Ordinary Meeting of Council

Resolution:

Crs. Spain/Comrie

That the Mayor's report be received.

CARRIED.

7. COUNCILLORS' REPORTS

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

Cr. Dudzik	
July/August 2013	
20 July	RSL Trivia Night
21 July	Grow West Community Planting Day
22 July	Great War Centenary Committee Meeting
23 July	Health & Wellbeing Committee Workshop
26 July	Koorie Conversion Meeting
27 July	Public Meeting at Long Forest (Boyd Baker House)
30 July	Great War Centenary Committee Meeting
6 August	Great War Centenary Committee Meeting

Cr. Spain	
July/August 2013	
19 July	Elms Medical Centre Opening
22 July	Blackwood Reserve Committee AGM
4 August	Tree Planting – Friends of the Werribee River
6 August	Citizenship Ceremony

Cr. Edwards	
July/August 2013	
22 July	Moorabool Rural Forum
5 August	Moorabool Landcare Advisory Group Meeting

Cr. Tatchell	
July/August 2013	
22 July	Moorabool Rural Forum
23 July	Watercolour Group Meeting
25 July	Ugandan Dance Troup Ballan
29 July	Ballan Art and Craft AGM
6 August	Citizenship Ceremony

Resolution:

Crs. Comrie/Dudzik

That the Councillors' reports be received.

CARRIED.

8. PUBLIC QUESTION TIME

The Council has made provision in the business of the Ordinary Meetings of the Council for the holding of a Public Question Time.

Public Question Time is required to be conducted in accordance with the requirements contained within the **Public Question Time Protocols and Procedural Guidelines**.

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.

The person asking the question must be present in the gallery when the question is considered and may be asked for clarification by the Mayor.

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, both the question and response shall be recorded in the Minutes of the Meeting.

Procedural Guidelines – Public Question Time

A maximum of two questions may be asked by any one person at any one time.

If a person has submitted 2 questions to a meeting, the second question: may, at the discretion of the Mayor, be deferred until all other persons who have asked a question have had their questions asked and answered; or may not be asked if the time allotted for public question time has expired.

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

The Mayor will nominate the appropriate person to respond to each question. In the event that the question is directed for response by a Council Officer, it shall be referred through the Chief Executive Officer.

The Mayor may disallow any question, which is considered:

To relate to a matter outside the duties, functions and powers of Council;

To be defamatory, indecent, offensive, abusive, irrelevant, trivial or objectionable in language or substance;

To be confidential in nature or of legal significance;

To deal with a subject matter already answered; To be aimed to embarrass any person;

To relate to personnel matters;

To relate to the personal hardship of any resident or ratepayer;

To relate to industrial matters;

To relate to contractual matters;

To relate to proposed developments;

To relate to legal advice;

To relate to matters affecting the security of Council property; or

To relate to any other matter which Council considers would prejudice the Council or any person.

The Mayor has the discretion to seek clarification of the question if deemed necessary but otherwise the person asking the question is not permitted to enter into debate with or directly question the Mayor or Chief Executive Officer.

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

Nil.

9. PETITIONS

No petitions have been made to Council for consideration as part of this Agenda.

10. 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:

Item No	Description	Name	Position
-	-	-	-

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.

Item No	Description	Name	Applicant/ Objector
-	-	-	-

11. OFFICER'S REPORTS

11.1 CHIEF EXECUTIVE OFFICER

No reports for this meeting.

11.2 GROWTH AND DEVELOPMENT

No reports for this meeting.

11.3 COMMUNITY SERVICES

No reports for this meeting.

11.4 INFRASTRUCTURE SERVICES

11.4.1 Renaming of Southern End of Cartons Road, Gordon

Introduction

File No.: 22/07/001
Author: Hamoodi Tarshouby
General Manager: Phil Jeffrey

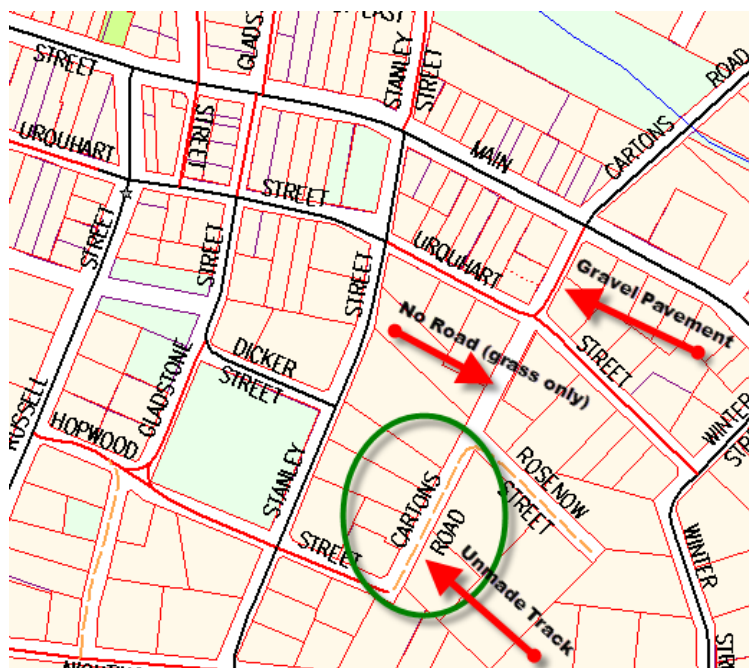
Background

Council recently received a request from a resident who had purchased land at the southern end of Cartons Road, Gordon, requesting a street address.

The renumbering request created an issue due to the fact that no allowance had been made in the past for the extra street numbers now made possible by subdivision. The resident initially proposed that the section of Cartons Road between Hopwood Street and Rosenow Street be renamed to Cartons Road South. The option of renaming the street addressed this problem, however north-south street names are no longer allowed to be allocated under the rules.

The case for renaming of the southern end of Cartons Road arises from the fact that there is no continuous path of travel along Cartons Road from north to south. The constructed portion of Cartons Road ends at Urquhart Street. Between Urquhart Street and Rosenow Road is natural grassed surface. There is no current plan to construct a road in this location, and likely future subdivision proposals will seek to avoid the necessity of paying for this road construction.

In the event that the current undeveloped section of Cartons Road between Urquhart and Rosenows Streets was constructed (for example in association with subdivision development) the new section would be named Barrett Street. The decision would be made at that time whether to rename the remaining section of Cartons Road south of Main Street to Barrett Street.



Government guidelines and Australian Standards on street naming provide that situations which create major uncertainty for the emergency services must be corrected. The break in Cartons Road results in such a situation.

Street naming rules no longer permit solutions such as Cartons Road South, nor do they allow similar names such as Cartons Place in the same locality.

On 11 June 2013, Council wrote to the two affected property owners proposing two options and seeking feedback.

1. Rename the southern end of Cartons Road to Rosenow Street;
2. Rename the road with one of the following three names from the Anzac Commemorative Naming Project for Moorabool.
 - **Johansen Street**
 - **Barrett Street**
 - **King Street**

One of the two affected property owners advised verbally he had no strong preference. No response was received from the other resident.

In the absence of strong preference by the affected residents, it is proposed to rename the southern end of Cartons road to Barrett Street. This avoids the complication with the Rosenow Street option of having to renumber several existing properties.

Proposal

Rename the southern section of Cartons Road, Gordon to Barrett Street, Gordon and renumber two properties accordingly.

(Alfred Barrett, after whom the street is proposed to be named, was born at Pyalong, VIC, in 1890. He was a Police Constable, at Bacchus Marsh, when he applied for extended leave to enlist in the AIF, which he did on the 31st of May 1916. He served two years active service in France. He is listed on the Roll of Honour for Bacchus Marsh, held by the RSL at Bacchus Marsh, and is commemorated on Tree No N007 on the Avenue of Honour.)

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	Provision of effective and safe transport networks.

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

Financial Implications

There are no financial implications associated with the recommendation within this report.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Emergency services vehicle gets lost trying to find address	The current split in Cartons Road could lead to an emergency services vehicle wasting critical time trying to get to an address.	Medium	Implement the proposed street renaming.

Communications and Consultation Strategy

Advertise intention to rename the southern end of Cartons Road in the Moorabool Leader newspaper and/or other relevant publications.

Notify the Following authorities of the name change.

Spatial Information Infrastructure	Southern Rural Water
Australia Post Bacchus Marsh delivery centre	RACV . Bacchus Marsh
Address Post Victoria	RACV . Ballarat
Victoria Police	Telstra
Ambulance Victoria	Elgas Ltd
Ambulance Station . Bacchus Marsh	TRU Energy
Country Fire Authority . Mount Waverley	SP Ausnet
Bacchus Marsh Fire Brigade	Origin Energy
Country Fire Authority Region 15	Melways Publishing
Victoria SES . Bacchus Marsh	Pocket Books
Victoria SES . Ballarat	Universal Publishers
Western Water	Ballarat Taxi Company
Central Highlands Water	Australian Electoral Commission
	Australian Bureau of Statistics

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

General Manager – Phil Jeffrey

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

Author – Hamoodi Tarshoubi

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

Conclusion

The southern end of Cartons Road is proposed to be renamed Barrett Street, as shown on the map below.



Recommendation:

That Council:

1. Approves the renaming of the southern end of Cartons Road, Gordon to Barrett Street in order to provide for current and future residences.
2. Implements the name change, following notification to relevant authorities and affected land owners.

Resolution:

Crs. Comrie/Dudzic

That item 11.4.1 Renaming of Southern End of Cartons Road, Gordon, be deferred and officers provide further advice on alternative names that reflect local names from the Gordon area from the available list.

CARRIED.

Report Authorisation

Authorised by:

Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Friday 26 July 2013

11.4.2 Capital Improvement Program Quarterly Report – June 2013

Introduction

File No.: 16/01/001
 Author: Sam Romaszko
 General Manager: Phil Jeffrey

Background

The delivery of the Capital Improvement Program is an important function of Council's operations and represents a significant portion of Council's overall expenditure. Accordingly, the status of the overall program is reported to Council every quarter.

Proposal

This quarterly report provides Council with an overview of the progress of Council's 2012/2013 Capital Improvement Program to 30 June 2013.

Implementation of the 2012/2013 Capital Improvement Program

The 2012/2013 Capital Improvement Program currently consists of 86 projects. This list incorporates projects from various sources including but not limited to the following:

- Projects carried forward from 2011/2012 program
- 2012/2013 Council budgeted projects
- Grant funded projects

Also for simplicity sake the reseal, final seal, gravel road resheet and shoulder resheet programs have been listed as 4 projects in total rather than listing each individual road under each respective program.

The Engineering Services Unit nominates 6 key stages of the project delivery process and will report with reference to these stages in regard to the overall program status. The table below summarises the overall program status as at 30 June 2013:

CIP Program Delivery Stage	Actual as of 30 June 2013	
	No. of Projects	%
Not Commenced	12	13.9
Documentation/Design Preparation	1	1.2
Tender/Quote Stage	1	1.2
Project Awarded . Waiting Commencement	1	1.2
In Progress/Under Construction	5	5.8
Complete	66	76.7
TOTAL	86	100.00

The attached report details the proposed timeframe and progress of each individual project. In addition the report also provides specific comments in relation to each project and its status.

Program Status & Financial Year Performance

Of the 86 projects in this year's program;

- There are eight externally funded projects that will be carried forward into the 2013/2014 financial year. These projects could not be commenced during the year due to pending grant applications.
- There are two externally funded projects in this year's program being Main Street, Bacchus Marsh . Stage 3 Streetscape Improvements and Navigators rotunda and BBQ that will be carried forward due to the signed funding agreements being received late in the financial year. Main Street, Bacchus Marsh is scheduled to commence in September 2013 and Navigators rotunda and BBQ has commenced with anticipated completion in August 2013.
- Two projects are currently on hold (Notice of Motion), being Bacchus Marsh Racecourse Reserve and BMCCH Building E Refurbishment.
- The Bacchus Marsh Aquatic Facility preplanning project has been on hold due to the finalisation of community consultation. This project is scheduled for delivery in 2013/14.
- The BMCCH new pavilion preplanning project has been deferred and officers are investigating the possibility of an integrated facility with the Darley Early Years Hub. Pending the outcome of this, the project will either be consolidated into the Darley Early Years Hub or alternatively preplanning will progress as previously scoped.
- Labilierre/Grant St intersection project is currently on hold due to developer negotiations.

These 15 projects have not been included as part of the overall end of year performance calculations because they were out of the control of the unit. Taking this into account, 66 of a possibly 71 projects were completed resulting in 93% of the program being completed in the financial year.

Carry Forward Projects

Further to the exceptions listed above, five projects are proposed to be carried forward to the 2013/2014 financial year. These include;

Project Description	Comments
Masons Lane Reserve . oval fencing and eastern pavilion upgrade	Works are in progress and due for completion in August 2013.
Bacchus Marsh Pound improvements	Improvements to existing dog pens are now scheduled to occur in November 2013.
Lal Lal Falls masterplan development	This project is due for completion in September 2013.
Halletts Way bridge functional design	Preliminary functional design has been prepared by developers and is currently under review. The bridge functional design will progress during 2013/14.
Ballan Depot preplanning	This design project is scheduled for completion in April 2014.

Program Financial Status

As with every program, there are financial unders and overs that occur throughout the year and officers have reviewed the overall CIP forecast expenditure for the 2012/13 financial year in comparison to the available budget. It is forecast that the budget will be favourable in the order of \$250,000 representing a 2.5% under spend.

There are two options available with the overall under spend. The first would be to retain the funds as consolidated revenue to improve Council's cash position. However, as has been the case in previous years with an under expenditure, the second option is to help address Council's funding gap by carrying forward the funds into additional projects. If this was the preferred option, the proposed projects that would be brought forward from the long term capital program are:

- Bungaree Weighbridge improvements - \$35,000 (provisional amount subject to a future report to Council. Funds would need to be reallocated if project didn't proceed).
- Gell Street, Bacchus Marsh . replacement of existing footpaths to complement the current streetscape improvements project - \$55,000 (this project addresses an existing public liability issue for Council with a history of incidences and claims and is listed on the long term capital improvement program as a high priority project).
- Spencer Road, Ballan . road rehabilitation and footpath works from Cowie Street to Densley Court - \$160,000 (preplanning for this project has been funded in 2013/14 therefore the construction aspect of the project will be brought forward a year).

Policy Implications

The 2013-2017 Council Plan provides as follows:

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

The Capital Improvement Program reporting is consistent with the 2013-2017 Council Plan.

Financial Implications

Reporting of the Capital Improvement Program has been resourced as part of Council's budget; accordingly there are no additional financial implications. At this point in time, the program is within budget parameters.

Risk & Occupational Health & Safety Issues

There are no irregular Risk and Occupational Health and Safety issues identified in this report. Specific risk elements are analysed and dealt with as part of the delivery of each individual project.

Communications Strategy

Progress on the Capital Improvement Program is reported in the following formats:

- | | |
|-------------------------------|---------------------------------|
| • Infrastructure Update | Weekly |
| • CIB (significant projects) | Monthly |
| • Moorabool Matters | Bi Monthly |
| • Moorabool News | Updates on Significant Progress |
| • Ordinary Meeting of Council | Quarterly |

In addition, specific projects are communicated to the community and affected residents as required through a range of methods including but not limited to advertisements, mail outs and letter drops

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 General Manager, I have no interests to disclose in this report.

Author – Sam Romaszko

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

Conclusion

This report provides a summary of the progress of the Capital Improvement Program for the fourth quarter of the 2012/2013 period for the information of Councillors.

Recommendation:**That Council:**

1. **Receives the Capital Improvement Program quarterly report to 30 June 2013.**
2. **Carries forward surplus funds to the 2013/14 financial year into the following projects;**
 - a. **Bungaree Weighbridge improvements - \$35,000**
 - b. **Gell Street, Bacchus Marsh – replacement of existing footpath - \$55,000**
 - c. **Spencer Road, Ballan – road rehabilitation and footpath works from Cowie Street to Densley Court - \$160,000**

Resolution:

Crs. Comrie/Tatchell

That Council:

1. ***Receives the Capital Improvement Program quarterly report to 30 June 2013.***
2. ***Carries forward surplus funds to the 2013/14 financial year and work with Council officers to determine the projects that those funds will be allocated to.***

CARRIED.

Report Authorisation

Authorised by:

Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Friday 26 July 2013

11.4.3 Flood Recovery Works Program Quarterly Report – June 2013

Introduction

File No.: 02/13/023
Author: Sam Romaszko
General Manager: Phil Jeffrey

Background

During 2010 and early 2011 various severe weather events were experienced across the Shire resulting in widespread flood damage to Council's infrastructure including roads, drains, bridges, walking trails, recreation reserves and buildings. The most dangerous and necessary damaged assets were attended to by Council's Works Department and Contractors during or shortly after the events for public safety and amenity.

Subsequently a series of significant tasks on multiple occasions were undertaken to inspect, assess and estimate costs for flood damage on all Council's roads and other infrastructure across the Shire. Each event has triggered submission of damage estimates to the Department of Treasury and Finance for Natural Disaster Financial Assistance now totalling approximately \$21.3 million. Council is currently in the process of delivering the works associated with those grants.

Proposal

This quarterly report provides Council with an overview of the progress of the Flood Recovery Works Program to 30 June 2013.

Implementation of the Flood Recovery Program

The number of individual projects in the Flood Recovery Program is currently 720. Significant emergency repairs were implemented at the time of each event and Council officers have grouped remaining like projects and simplified the list for reporting purposes. As a result the reportable number of projects associated with the Flood Recovery Program consists of 46 projects.

To be consistent with the capital program reporting, the Engineering Services Unit has used the 6 key stages of the project delivery process and will report with reference to these stages in regard to the overall program status. The table below summarises the overall program status as at 30 June 2013:

Flood Recovery Works Program Delivery Stage	Actual as at 30 June 2013	
	No. of Projects	%
Not Commenced	0	0.0
Documentation/Design Preparation	2	4.3
Tender/Quote Stage	0	0.0
Project Awarded . Waiting Commencement	1	2.2
In Progress/Under Construction	3	6.5
Complete	40	87.0
TOTAL	46	100.0

The attached report details the progress of each individual project. In addition the report also provides specific comments in relation to each project and its status.

Significant Projects

There has been good progress to date with approximately \$18.1M worth of works committed, in progress or complete. Recent large projects include;

- S Conroy Road, Bunding bridge replacement . works are well advanced with an anticipated completion date of August 2013.
- Egerton-Ballark Road, Morrisons (stages 1 & 2) . reconstruction works are complete.
- Elaine-Morrison Road, Morrisons . reconstruction works are complete.

Estimated damage and timing of repairs

Council's current damage estimates submitted to the Department of Treasury and Finance (DTF) for Natural Disaster Financial Assistance total \$21.3 million. This will be adjusted and reimbursement for actual costs will inform the final damage amount.

Council have received advice regarding the submission for an extension of time and have been able to secure a revised project delivery timeframe of June 2014 for infrastructure deemed essential. At this point in time, it is unclear if the walking trails fall within essential infrastructure and officers are seeking clarification regarding this to ensure works can proceed as planned. Until this is resolved, there remains some risk to the completion of this component of the restoration works.

Policy Implications

The 2013. 2017 Council Plan provides as follows:

Key Result Area

Enhanced Infrastructure Natural and Built Environment.

Objective Ensure current and future infrastructure meets the needs of the community.

Strategy Construct physical infrastructure to appropriate standards.

The Capital Improvement Program reporting is consistent with the 2013-2017 Council Plan.

Financial Implications

Reporting of the Flood Recovery Program has been resourced as part of the financial assistance claims from state government; accordingly there are no additional financial implications. At this point in time, the program is within overall budget parameters although Council will be reimbursed for actual expenditure.

Risk & Occupational Health & Safety Issues

There are no irregular Risk and Occupational Health and Safety issues identified in this report. Specific risk elements are analysed and dealt with as part of the delivery of each individual project.

Communications Strategy

Progress on the Flood Recovery program will be reported in the following formats:

- | | |
|-----------------------------------|---------------------------------|
| ▪ Infrastructure Update | Weekly |
| ▪ Councillor Information Bulletin | Monthly |
| ▪ Moorabool Matters | Bi Monthly |
| ▪ Moorabool News | Updates on Significant Progress |
| ▪ Capital Improvement Program | Quarterly |

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 – Sam Romaszko

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

Conclusion

This report provides a summary of the progress of the Flood Recovery Program for the fourth quarter of the 2012/2013 period for the information of Councillors.

Resolution:

Crs. Edwards/Spain

That Council:

- 1. Receives the Flood Recovery Program Quarterly Report to 30 June 2013.**
- 2. Requests that officers write to relevant Federal Departments and State Department of Treasury and Finance outlining the urgency of obtaining approval to proceed with the walking trail restoration component of the overall flood recovery works.**

CARRIED.

Report Authorisation

Authorised by:

Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Friday 26 July 2013

11.4.4 Petition – Ballan Township Trees

Introduction

File No.: 02/06/008
Author: Glenn Townsend
General Manager: Phil Jeffrey

Background

At the Ordinary Meeting of Council on Wednesday 19 June 2013, a petition was received containing 546 signatures pertaining to a request *“to provide minimal pruning under power lines maintaining tree health and beauty and requesting that power lines be put underground for fire safety.”*

At that Meeting, the following was resolved:

Resolution:

That the petition containing 546 signatures pertaining to a request to provide minimal pruning under power lines maintaining tree health and beauty and requesting that power lines be put underground for fire safety, be received by Council and that a report be prepared by officers for Council’s consideration.

CARRIED.

Tree clearance around power lines is a legislative requirement under the Electrical Safety Act 1998. In June 2010, new Electricity Safety (Electric Line Clearance) Regulations 2010 were passed in Parliament to replace the previous 2005 version. The new 2010 Regulations imposes more onerous requirements relating to the minimum clearance required to be maintained between vegetation and electric lines and was largely a response to the Black Saturday bush fires.

It now means that cutting is required to ensure that no vegetation can enter a specified clearance zone at any time. The level of clearance is dependent on many factors including the line voltage and whether the area is classified as a high or low bushfire risk area. In essence, this can translate to having an increased impact on street trees and thus their amenity.

The responsibility for clearance around powerlines depends on whether an area has been declared or not. The legislation allows a municipality to declare an area which in turn makes that Council responsible for tree clearance. Many urban areas were declared during the 1980s following Ash Wednesday and in the case of Moorabool, Bacchus Marsh township is the only declared area which means that Powercor is responsible for the remainder of the Shire including the Ballan township.

Since the 2010 Regulations were introduced and because of the potential impact on street trees, discussions between the MAV and Energy Safe Victoria (ESV) have been ongoing in an attempt to relax the requirements. To date no resolution of those negotiations has been forthcoming.

Bushfire risk is commonly referenced as a reason for tree clearance around electricity lines. However, in a township zone, public safety from electric shock, continuity of supply and fire are the main objectives in priority order.

The following diagrams illustrate the clearance requirements of the Regulations. This coupled with the fact that no regrowth is allowed within the clearance space means that trees need to be cut beyond this zone. Depending on the species of the tree and a nominal rate of regrowth of 1m per year, the distance of the cut beyond the clearance zone is determined by the frequency of pruning.

PLAN VIEW OF AN OVERHEAD POWERLINE

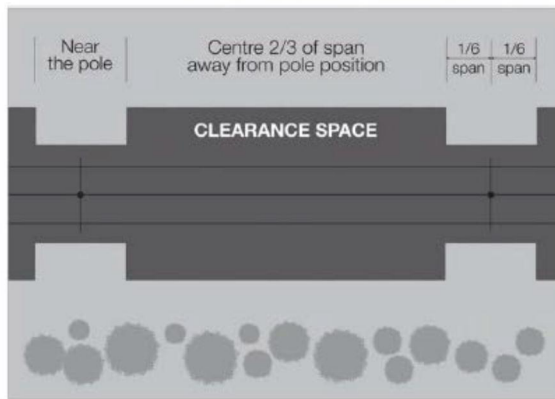


FIGURE 5: HAZARDOUS BUSHFIRE RISK AREAS AND 66 KV IN LOW BUSHFIRE RISK AREAS

Tables 2 and 3

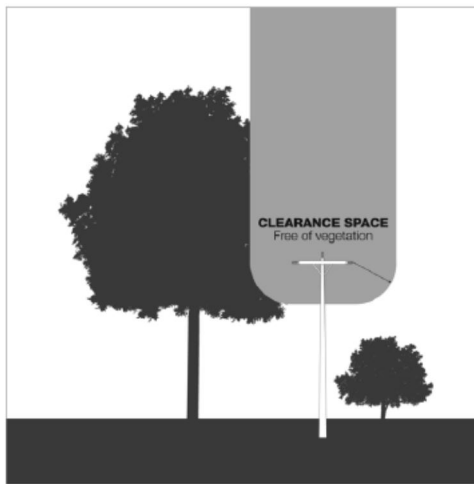


FIGURE 4: LOW BUSHFIRE RISK AREAS (EXCEPT 66 KV)

Table 2

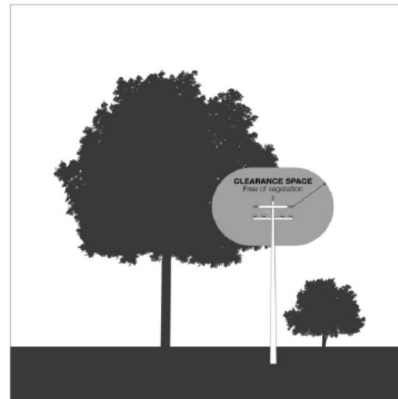
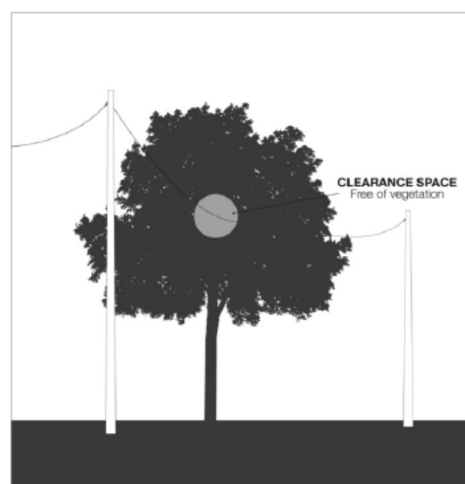
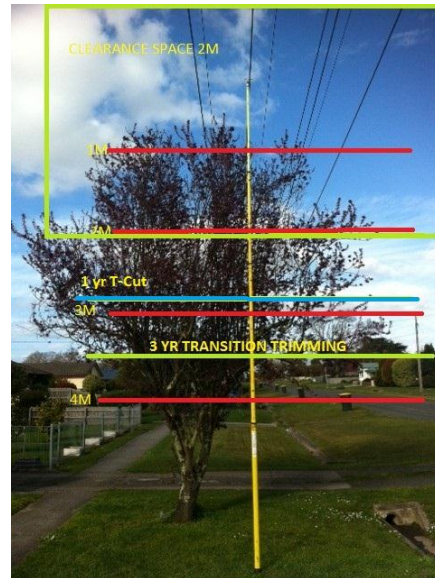
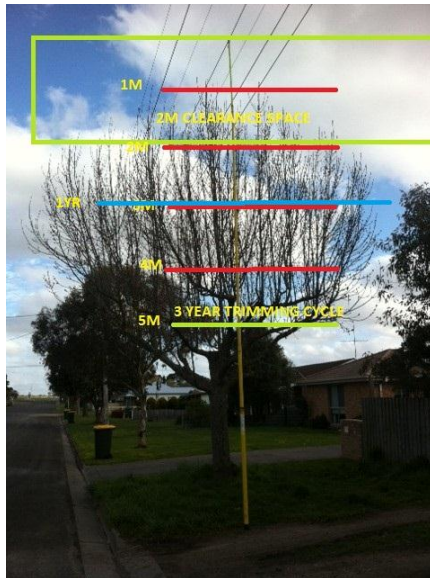


FIGURE 2: AERIAL BUNDLED CABLES & INSULATED SERVICE LINES IN ALL AREAS

Table 1



This is further illustrated by the marked up photos below.



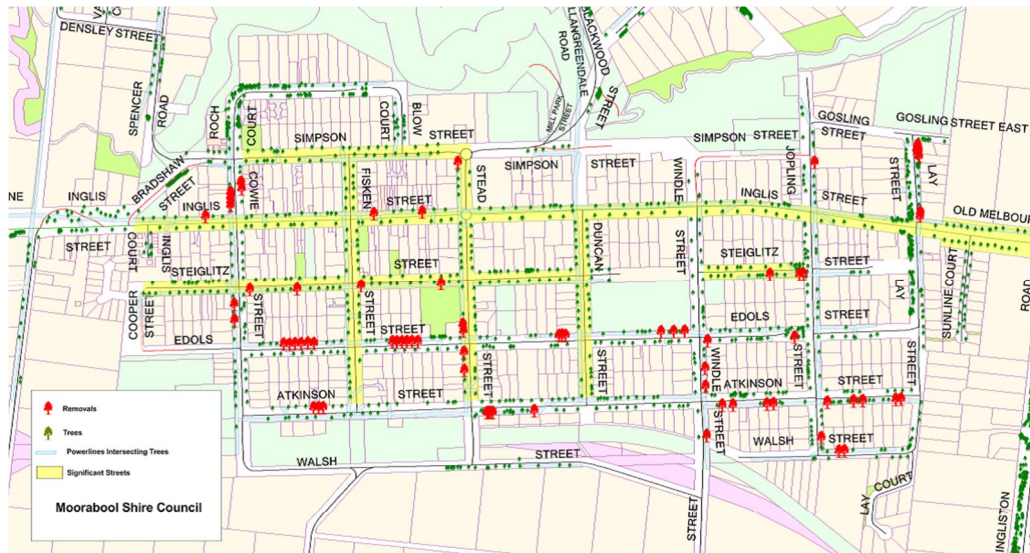
Proposal

Although Council is not responsible for electric line clearance in Ballan, the trees are a Council asset and officers recognised early that the new regulations may have an adverse impact on the trees within the town. Therefore engagement with Powercor and its pruning contractor has been ongoing for a period of time. The discussions have focussed on minimising the impact on the town trees rather than avoiding pruning all together as this is unavoidable under current legislation. The key areas that have been the focus of Powercor discussions are outlined further below.

Ballan Street Tree Assessment

Council officers completed a street tree assessment of Ballan Township before entering into recent discussions with Powercor. This audit identified that there are many trees that are either an inappropriate species under power lines or are in poor health or have structural problems. Council's Parks team are recommending that these be removed as part of the pruning works and replaced with a more suitable species. The trees recommended for removal are indicated in red on the plan below.

In addition, Council officers have identified existing avenues with high aesthetic and amenity value. These areas are shaded yellow on the plan below and although the trees do not fall under the category of significant trees, Powercor have applied for a clearance zone exemption to ESV. The trees within these areas are ones that amenity value is being taken into account when determining the frequency and type of prune that will be undertaken.



Where trees are identified for removal and replacement, it is proposed that Powercor contractor remove the tree to ground level. Council will then arrange for removal of the stump and replacement of the tree accordingly. Tree replacements are likely to occur next tree planting season, usually May to August.

Cut Extent

At this stage, Powercor has agreed that trees within the high amenity areas will only be pruned to where they have been previously. The frequency is yet to be determined based on this level of cut but is likely to mean that an annual prune in these areas may be required.

Pruning and Amenity

Common feedback when tree pruning around power lines occurs is the final form the tree takes after cutting. Powercor and its contractor has also agreed to undertake amenity pruning as part of the clearance works under the supervision of the Council arborist to avoid odd shaped trees and to protect the long term health of the trees.

Undergrounding Power and Aerial Bundling

Undergrounding the power in Inglis Street or aerial bundling of cables is a further option to eliminate the need to prune trees in the town centre. Both are expensive projects that would need to tie into a larger streetscape project to be viable. The cost of undergrounding power in Inglis Street would be in the order of \$400,000. There have been recent reports in the local press regarding existing conduits under the footpath however it is unknown whether these could be utilised and even if they could, the cost of undergrounding would not reduce by much. This would only benefit the main street and the rest of the streets in the town would still require pruning. It is therefore recommended that this option only be considered further in the context of an overall street upgrade.

Strategy

The clearance issue and associated discussions has highlighted the need to develop a street tree strategy for Ballan which would have a focus on streets and precincts to achieve visual continuity throughout the township. It would also consider appropriate tree species and replacement programs to protect the long term visual amenity that the existing trees provide the town. It is recommended that this strategy be progressed over the next 12 months.

Timing

Powercor advises that it is required to have all power line clearance completed across the state by the end of 2013 in order to comply with legislation. Ballan is included in this requirement and therefore pruning works are anticipated begin early September following a notification period and will take approximately 2 week to complete.

General

In conjunction with discussions with officers, Powercor and ESV have met in Ballan to discuss an exemption in relation to ~~significant trees~~. This could potentially reduce the amount of cut required. As a result, Powercor has applied for exemptions to the clearance space of the trees to the power lines in Inglis Street but to date no decision has been forthcoming from ESV.

As things currently stand, Council's powers are limited in terms of the legislative requirement however there are three options that could be considered:

1. Leave township of Ballan as existing undeclared area and allow Powercor to continue to be the responsible authority for vegetation management under the Act and at their discretion.
2. Apply to the Governor-in-Council, responsible Minister and Fire Authority to have an area within the township of Ballan declared. If granted, Council would become the responsible authority for vegetation management around electrical lines under the Act including Hazardous and Dangerous trees. Under this option, trees will still need to be pruned but Council can determine the frequency however there will be an associated cost.
3. Continue to work with Powercor and its contractors based on the discussions and agreed outcomes outlined above.

Policy Implications

The 2013. 2017 Council Plan provides as follows:

Key Result Area	Enhanced Infrastructure and Natural and Built Environment
Objective	Management of Assets and Infrastructure
Strategy	Proactive maintenance of Council owned and managed parks, garden, trees, playgrounds, open space and town entrances at appropriate standards.

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

Financial Implications

There are no financial implications to Council relating to Option 1, as the trimming of the trees within the area continues to be the sole responsibility of Powercor as it remains an Undeclared Area. Although there is a potential financial impact for Council if the aesthetic and amenity value is destroyed. Council may have to remove the remnants of the existing trees and replant with a more appropriate species under electrical lines.

There is a financial impact relating to Option 2 as this would require that Council takes on the responsibility of electrical line clearance within the Declared Areas under the new 2010 regulations. It also takes on the responsibility of Hazardous and Dangerous trees within this Declared Area. The costs associated with this option would be in the order of \$40,000 per annum plus internal resources to administer compliance.

There will be some financial impact with Option 3, but to a far lesser degree. This would be the cost of stump grinding, tree replacement and officer time in supervision and direction from Councils arborist as required.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Amenity	Loss of amenity due to tree pruning	High	Work with Powercor to minimise impacts. Agree to prune to previous levels.
Fire	Lines arcing due to tree encroachment	Low	Maintain clearance space in accordance with regulations
OHS	Occupational Risk	Low	Contractor/s to be licensed and have OHS Management System

The associated risk is in direct proportion to whether the area continues to be Undeclared or Declared.

Based on the above table the risk can be minimised through the engagement of experienced contractors with appropriate Management Systems.

Communications Strategy

Both parties will develop a communications and media strategy and it is recognised that the community needs to be alerted early. There have already been reports in the local press regarding the issue so the community already has some awareness of the issues.

As required by the regulations, Powercor will include notification in local newspapers and a letter drop directly affected residents allowing a 14 day notice period. It will outline the works to be carried out by Powercor's contractor, the reasons why and when the works will take place and the follow up works and timeframes. It is proposed that Council include information as part of the letter drop where tree replacements are to occur so residents are informed of what proposed and the associated timing.

A further option could be to request Powercor to undertake a public forum to provide the community an opportunity to discuss concerns. It is unlikely that this would be agreed to as the issue of legislative compliance remains.

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 Manager, I have no interests to disclose in this report.

Author – Glenn Townsend

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

Conclusion

It is unlikely that the desires of the community in relation to tree pruning will be met. However tree clearance around power lines is a legislative requirement that is out of the control of Council. Powercor is the responsible authority for the Ballan Township because it is an undeclared area.

The introduction of the new Electricity Safety (Electrical Line Clearance) Regulations 2010 has resulted in a significant change to clearance space required to be maintained between vegetation and various kinds of electrical lines. Council is not responsible for clearance around powerlines in Ballan however officers have been in discussions with Powercor in relation to minimising the impact on town amenity.

Recommendation:

That Council:

1. Shares the concerns of the community but acknowledges that tree clearance around power lines is a legislative requirement under the Electrical Safety Act 1998 and that Powercor is the responsible authority for Ballan Township.
2. Requests officers to continue to work with Powercor to minimise the amenity impact that the clearance works around power lines will have.
3. Commits to developing a street tree policy and strategy that considers the impacts of power lines and street trees.

Resolution:

Crs. Edwards/Tatchell

That Council:

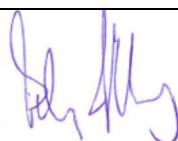
1. *Shares the concerns of the community but acknowledges that tree clearance around power lines is a legislative requirement under the Electrical Safety Act 1998 and that Powercor is the responsible authority for Ballan Township.*
2. *Requests officers to continue to work with Powercor to minimise the amenity impact that the clearance works around power lines will have.*
3. *Commits to developing a street tree policy and strategy that considers the impacts of power lines and street trees.*
4. *Council investigates funding opportunities for underground power in Inglis Street and a future report be presented to Council.*

CARRIED.

Report Authorisation

Authorised by:

Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Friday 26 July 2013



11.5 CORPORATE SERVICES

11.5.1 2012/13 End of Financial Year Report – Council Plan Actions

Introduction

File No.: 02/02/002
Author: Natalie Abbott
General Manager: Shane Marr

Background

The 2009-2013 Council Plan was developed and adopted by Council in June 2009. As part of the development of the framework of the Council Plan, Council determines appropriate actions which will support the framework, delivering agreed outcomes for the Community. The Council Plan is reviewed annually.

All Council activities can be linked back to the Council Plan which was reviewed at the Ordinary Meeting of Council on Wednesday 14 June 2012, in accordance with section 125 (7) of the Local Government Act 1989. At this time, Council identified 20 new actions that were indicative of its success in achieving the strategic direction of the Council Plan.

Each quarter during the 2012/13 period an update has been provided to Council in relation to the progress of all Council Plan Actions

Discussion

The attached 2012/13 Council Plan Actions Final Quarter Progress Report indicates each of the actions and the progress comments for the 2012/13 Financial Year.

Proposal

Council has continued to produce significant results in all areas of the Council Plan for the 2012/13 Financial Year. Due to one action pertaining to the development of a playground strategy having been incorporated into the development of a Recreation and Social Infrastructure plan action, 19 actions have been monitored during the period.

Of the 19 Council Plan actions, 11 actions have been completed and a further 3 actions relate to ongoing projects and the 2012/13 targets have been met. Overall 14 actions are completed or on track for 2012/13. The remaining 5 actions have made substantial progress and it is envisaged that 2 of these actions will be completed during the first and second quarter of the 2013/14 year. Progress will continue for the remaining 3 actions throughout the next financial year with a completion target of June 2014.

Delays in strategic decisions or funding approvals from other tiers of government have impacted on the progress of two actions, namely the Bacchus Marsh Traffic Study and implementation of Council's Service Delivery Model.

The remaining items are scheduled for completion within the 2013/14 financial year or will be incorporated into other major pieces of work such as the social infrastructure plan or the integrated planning framework which will continue into 2013/14.

This report is to inform Council and the community on the progress of key Council Plan actions for 2012/13 Financial Year.

Policy Implications

As this report relates to the 2012/13 Financial year, this report relates to the 2009. 2013 Council Plan which provided for as follows:

Key Result Area	Continuous Improvement in Council Services
Objective	Effective strategic and business planning for a growing community
Strategy	Develop, implement and maintain relevant strategic and business plans

Financial Implications

There are no financial implications from this report. All projects either completed or progressing to the 2013/14 financial year have been allocated a budget.

Risk & Occupational Health & Safety Issues

There are no risk or occupational health and safety issues in relation to this report.

Communications Strategy

Specific projects may have their own communications strategy nevertheless this report will be displayed on Council's website and the annual progress will be reported in Council's Annual Report.

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 – Shane Marr

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

Author – Natalie Abbott

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

Conclusion

Council has continued to produce significant results in all areas of the Council Plan for the 2012/13 Financial Year.

Of the 19 Council Plan actions, 14 actions have been completed or are on track for completion within the financial year. The remaining items are scheduled for completion within the 2013/14 financial year or will be incorporated into other major pieces of work such as the social infrastructure plan or the integrated planning framework which will continue into 2013/14.

The attached 2012/13 Council Plan Actions Final Quarter Progress Report indicating each of the actions and the progress comments for the 2012/13 Financial Year is presented to Council for consideration.

Resolution:**Crs. Edwards/Spain**

That Council receives the 2012/13 End of Financial Year Council Plan Actions Report.

CARRIED.

Report Authorisation**Authorised by:**

Name: Shane Marr
Title: General Manager Corporate Services
Date: Thursday, 1 August 2013



12. OTHER REPORTS

12.1 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 17 July 2013 . Presentation to Council by Maree McPherson, President VLGA
- Assembly of Councillors . Wednesday 17 July 2013 . Flood Emergency Plan
- Assembly of Councillors . Wednesday 17 July 2013 . Draft Social Infrastructure Plan
- Assembly of Councillors . Wednesday 31 July 2013 . Confidential Item

Resolution:

Crs. Comrie/Tatchell

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

- ***Assembly of Councillors – Wednesday 17 July 2013 – Presentation to Council by Maree McPherson, President VLGA***
- ***Assembly of Councillors – Wednesday 17 July 2013 – Flood Emergency Plan***
- ***Assembly of Councillors – Wednesday 17 July 2013 – Draft Social Infrastructure Plan***
- ***Assembly of Councillors – Wednesday 31 July 2013 – Confidential Item***

CARRIED.

12.2 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
Bacchus Marsh Racecourse and Recreation Reserve Committee of Management	12 June 2013	Cr. Comrie Cr. Edwards
Bacchus Marsh Racecourse and Recreation Reserve Committee of Management	10 July 2013	Cr. Comrie Cr. Edwards

Resolution:

Crs. Edwards/Comrie

That Council receives the report of the following Section 86 - Delegated Committee of Council:

- ***Bacchus Marsh Racecourse and Recreation Reserve Committee of Management meeting of Wednesday 12 June 2013.***
- ***Bacchus Marsh Racecourse and Recreation Reserve Committee of Management meeting of Wednesday 10 July 2013.***

CARRIED.

13. NOTICES OF MOTION

No notices of motion have been received for consideration as part of this Agenda.

14. URGENT BUSINESS

Nil.

15. CLOSED SESSION OF THE MEETING TO THE PUBLIC**15.1 Confidential Report****ADJOURNMENT OF MEETING 7.46PM**

Crs. Comrie/Tatchell

That the meeting now stand adjourned for a period of 9 minutes.

CARRIED.

RESUMPTION OF MEETING 7.55PM

Crs. Comrie/Edwards

That the meeting now be resumed.

CARRIED.

CLOSURE OF THE MEETING TO THE PUBLIC – 7.55PM

Crs. Dudzik/Comrie

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.

Item 15.1 is a confidential item
and therefore not included
as part of these Minutes.

RETURN TO OPEN SESSION – 7.57PM

Resolution:

Crs. Comrie/Edwards

That the Meeting now return to Open Session.

CARRIED.

16. MEETING CLOSURE

The meeting closed at 7.57pm.

Confirmed.....Mayor.