

## SPECIAL MEETING OF COUNCIL

Minutes of the Special Meeting of Council,  
Statutory and Annual Appointments Meeting  
held in the Council Chamber, 15 Stead Street, Ballan  
on Monday 7 November 2016  
at 5.00 p.m.

<b>Members:</b>	Cr. Paul Tatchell	Central Moorabool Ward
	Cr. Jarrod Bingham	East Moorabool Ward
	Cr. Tonia Dudzik	East Moorabool Ward
	Cr. David Edwards	East Moorabool Ward
	Cr. John Keogh	East Moorabool Ward
	Cr. Tom Sullivan	West Moorabool Ward
	Cr. Pat Toohey	Woodlands Ward
<b>Officers:</b>	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 Social and Organisational Development

**Rob Croxford**  
**Chief Executive Officer**

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**1. OPENING OF MEETING****1.1 Acting Chairperson**

*The Chief Executive Officer as Chairperson, opened the meeting with the Council Prayer at 5.00pm.*

**1.2 Council Prayer**

*Almighty God be with us as we work for the people of the Shire of Moorabool.*

*Grant us wisdom that we may care for the Shire as true stewards of your creation.*

*May we be aware of the great responsibilities placed upon us.*

*Help us to be just in all our dealings and may our work prosper for the good of all.*

*Amen.*

**2. ACKNOWLEDGEMENT TO COUNTRY**

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

**3. PRESENT**

<i>Cr. Paul Tatchell</i>	<i>Central Moorabool Ward</i>
<i>Cr. Jarrod Bingham</i>	<i>East Moorabool Ward</i>
<i>Cr. John Keogh</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>

**In Attendance:**

<i>Mr. Rob Croxford</i>	<i>Chief Executive Officer</i>
<i>Mr. Phil Jeffrey</i>	<i>General Manager Infrastructure</i>
<i>Mr. Satwinder Sandhu</i>	<i>General Manager Growth and Development</i>
<i>Ms. Melissa Hollitt</i>	<i>Minute Taker</i>
<i>Ms. Dianne Elshaug</i>	<i>Executive Assistant to CEO</i>

***Introduction and welcome to Members of Parliament, former Mayors and Councillors, Councillors, media representatives and community members.***

***Mr Philip Flack – former Councillor  
Mr Robert Neilson – former Councillor  
Ms Del Leggett, OAM – former Councillor  
Mr Chris Ingram – former Bacchus Marsh Councillor  
Mr Allan Comrie – former Mayor and Councillor***

***We also extend a warm welcome to the partners of our past and current Councillors.***

#### **4. APOLOGIES**

***Ms Catherine King, MP – Member for Ballarat  
Senator Bridget McKenzie - Senator for Victoria  
Ms Jaala Pulford, Mr Simon Rasmay and Mr Joshua Morris –  
Members for Western Victoria  
Mr Geoff Howard – Member for Buninyong  
Mr Don Nardella – Member for Melton  
Ms Mary-Anne Thomas – Member for Macedon  
Mr Steve Herbert – Member for Northern Victoria  
Mr Michael Tudball – former Councillor  
Mr Russ Hendry – former Councillor***

## 5. BUSINESS

### 5.1 Oath or Affirmation of Office (Section 63, *Local Government Act 1989*)

A person elected to be a Councillor is not capable of acting as a Councillor unless he or she has taken an oath of office in the prescribed form. Section 102 of the *Evidence (Miscellaneous Provisions) Act 1958* enables the making of a solemn affirmation instead of an oath.

The oath or affirmation must be made before the Chief Executive Officer, dated and signed before the Chief Executive Officer and recorded in the Minutes of the Council. Copies of the oath of office or affirmation of office taken by the following Councillors on Friday 4 November 2016 are enclosed as attachments to this report.

Cr. Paul Tatchell	Central Moorabool Ward
Cr. Jarrod Bingham	East Moorabool Ward
Cr. Tonia Dudzik	East Moorabool Ward
Cr. David Edwards	East Moorabool Ward
Cr. John Keogh	East Moorabool Ward
Cr. Tom Sullivan	West Moorabool Ward
Cr. Pat Toohey	Woodlands Ward

#### **Resolution:**

#### **Crs. Bingham/Sullivan**

***That the Oath of Office or Affirmation of Office taken, signed and dated by Moorabool Shire Councillors before the Chief Executive Officer on Friday 4 November 2016 be noted.***

**CARRIED.**

## **5.2 Declaration by Councillors to abide by the Councillor Code of Conduct (Section 63, *Local Government Act 1989*)**

All persons elected to be a Councillor must have read their Council's Councillor Code of Conduct. After reading the Councillor Code of Conduct, a person elected to be Councillor must make a declaration that they will abide by it.

On Friday 4 November 2016, Councillors declared to abide by the Councillor Code of Conduct in writing before the Council's Chief Executive Officer. A copy of the Code of Conduct with the Councillors' declarations is attached to this report.

Council is reminded that under section 76C(2) of the *Local Government Act 1989* that Councillors are required to review and adopt a Councillor Code of Conduct within 4 months after a general election by calling a special meeting solely for that purpose. Councillors will be required to make a declaration to abide by the reviewed Councillor Code of Conduct.

This effectively means a revised Councillor Code of Conduct is to be adopted by Council by 22 February 2017. A revised Code will be presented to a Special Meeting of Council on a date to be set in February 2017.

### **Resolution:**

**Crs. Edwards/Dudzik**

***That the Councillor Code of Conduct declaration by Councillors and witnessed by the Chief Executive Officer on Friday 4 November 2016 be noted.***

**CARRIED.**

### 5.3 Moorabool Shire Council Statutory and Annual Appointments

#### 5.3.1 Chief Executive Officer's Report - Statutory and Annual Appointments Process

The Council has established as practice the holding of a Special Meeting each year following the anniversary of the conduct of a General Election. This Special Meeting, called the Statutory and Annual Appointments meeting, considers a number of statutory matters including:

- Election of Mayor for the forthcoming year.
- Election of Deputy Mayor for the forthcoming year (if determined).
- Councillor and Mayoral allowances.
- Council and Committee Meeting structure.
- Appointments to Section 86 (S86) Committees and Advisory Committees.
- Determination of Councillor/officer representation on various working groups and external committees to assist Council advocacy.

The provisions of the *Local Government Act 1989*, section 71(2) provides Council with an option to resolve to elect a Mayor for a term of 1 or 2 years. A reference to the term of Office of the Mayor is presented in Item 5.3.4 of this agenda. The term of the Office of the Mayor expires at 6.00am on the day of election of the Mayor or, as was the case this year, at 6.00am on the date of the local government election, Saturday 22 October 2016.

The election of a Deputy Mayor is optional; it is not specifically provided for within the *Local Government Act 1989*. Under Part 15, Clause 15.2(e) of the Moorabool Shire Council Meeting Procedure Local Law No.9, Council may determine to elect a Deputy Mayor and this provision is presented for Council's consideration under Item 5.3.5 of this Agenda.

Pursuant to the provisions of section 72 of the *Local Government Act 1989* and Part 15, Clause 15.3 of the Meeting Procedure Local Law, Local Law No.9, the Chief Executive Officer shall act as Chairperson until the following matters are determined:

- a) the receipt of nominations for the election of Mayor;
- b) the election of the Mayor.

Following the election, the Mayor shall assume the Chair to deal with the remaining matters before the Meeting.

It is generally accepted that the Council annually reviews the Council and Committee meeting structure in order to ensure that the interests of good governance, facilitated by sound decision making promoted within an appropriate framework of Council meetings, can best be served. Such considerations form part of the business to be considered at this Special Meeting.

A number of Special Committees constituted within the legislative provisions of Section 86 of the *Local Government Act 1989* as well as Advisory Committees complete the framework of governance within Moorabool Shire Council.



Consideration by Council of the appointment of these Committees will also occur in the business of the Meeting.

In order for Moorabool Shire Council to pursue its role of advocacy and represent the interests of the community, Council seeks to be represented on a variety of committees and organisations which are established not only within Moorabool Shire, but more broadly within the region and also within industry representative associations. Involvement in these areas provides the Council with a broader perspective in undertaking its policy deliberation role. Consideration of such Council representative appointments will be determined at the Meeting.

***The report was noted.***

### 5.3.2 Former Mayor's Report

The former Mayor, Allan Comrie, will present his report on the October 2015 to October 2016 Mayoralty term.

*Firstly I would like to congratulate the councillors who won back their seats on the new council. I would also like to congratulate the new councillors for a great effort in getting on council. You know this will be four years of hard work, the only way that council can prosper is that everybody work together.*

*I hope that the new council can continue with the great effort that the last council obtained. I think it was the best four years of combined effort as a team, from both the staff and councillors. Council achieved a great deal in the last four years. I hope that the new council continues with the same effort. There are some big projects that council needs to continue with.*

*No. 1 is the Parwan precinct which could create 1200 jobs into the future. Bacchus Marsh Racecourse Reserve in the future will become a sporting hub; soccer, cricket, BMX plus all the users that are there now; golf, Pony Club, Poultry Club, Harness Club and Camp Drafters. Halletts Way will be completed within 12 months. Council has been working with Craig Lapsley to ensure that a CFA training facility be built in Ballan, which will create jobs in Ballan.*

*I would like to thank Phil and his team for help they gave me over the last 12 months, and the great effort Phil you put into getting Halletts Way going, first the northern end and now the south. Dealing with all different and difficult bodies to get it started was no mean feat. The middle section will be completed by VicRoads in about 12 months' time which will ease the pressure on Grant Street and Gisborne Road.*

*Danny, your team covers many areas and nothing was too much trouble for any help I needed. You have lost a great worker in Damien who will be hard to replace. Keep up the good work that you and your team do.*

*Satwinder, your area planning is a very difficult and complex area but you always had time to talk about problems and try to come up with a solution and I thank you for that.*

*Last but not least Rob; you were a great help to me over the last 12 months. Your door was always open and we had many discussions on issues and tried our best to help the community. Rob also showed great trust in me letting me have frank discussions with all the General Managers. Plus I have to thank Di Elshaug for all her help over my time as Mayor.*

*And I must thank Bev, my wife for putting up with all the time I was away and putting Council before my family over the years.*

*Now my time has finished I will ride off into the sunset and I won't be back annoying you again.*

**Resolution:**

**Crs. Tatchell/Dudzik**

***That the former Mayor's Report for the Mayoralty term of October 2015 to October 2016 be received.***

**CARRIED.**

### **5.3.3 Vote of Thanks to the outgoing Mayor**

Prior to calling for nominations for the position of Mayor, the Acting Chairperson will call upon any Councillors who wish to express appreciation to the outgoing Mayor for his term in Office.

***Cr. Edwards provided a vote of thanks to the outgoing Mayor.***

***Cr. Dudzik provided a vote of thanks to the outgoing Mayor.***

***The Chief Executive Officer, Mr. Rob Croxford presented Mr. Comrie with a gift and Mrs. Comrie was presented a bouquet of flowers.***

#### **5.3.4 Determining the Term of the office of Mayor (Section 71 (2) - *Local Government Act 1989*; Part 15.2(b) - Meeting Procedure Local Law No.9)**

As set out in Council's Meeting Procedure Local Law No. 9 in Part 15.2 (b), Before nominations for the office of Mayor are invited by the Chief Executive Officer, the Council must resolve if the term of the office of Mayor is to be for one (1) or two (2) years.

This option is available to the Council under the *Local Government Act 1989*, section 71 that says (inter alia) the following:

- (1) At a meeting of the Council that is open to the public, the Councillors must elect a Councillor to be the Mayor of the Council.
- (2) Before a Mayor is elected under this section, the Council may resolve to elect a Mayor for a term of 2 years.
- (3) The Mayor is to be elected:
  - (a) after the fourth Saturday in October but not later than 30 November in each year; or
  - (ab) if under subsection (2), the Mayor is elected for a term of 2 years, the next election of Mayor is 2 years after the fourth Saturday in October but not later than 30 November in the second year after the election; or
  - (b) as soon as possible after any vacancy in the office of Mayor occurs.

If the Council resolves to elect the Mayor for a one year term, the office of the Mayor shall expire at 6.00 a.m. on the day of the next election of the Mayor with this being after the fourth Saturday in October 2017 but not later than 30 November 2017.

If the Council resolves to elect the Mayor for a two year term, the office of the Mayor shall expire at 6.00 a.m. on the day of the next election of the Mayor with this being after the fourth Saturday in October 2018 but not later than 30 November 2018.

The Chief Executive Officer, acting as Chairperson, shall call for a determination of the term of office for the Mayor.

#### **Recommendation:**

**That pursuant to the provisions of section 71 of the *Local Government Act 1989*, the Council resolves that the term of office for the Mayor of Moorabool Shire Council will be \_\_\_\_\_ year(s) with that term expiring at 6.00 a.m. on the day of the next election of the Mayor with this being after the fourth Saturday in October \_\_\_\_\_ but not later than 30 November \_\_\_\_\_.**

**Resolution:**

**Crs. Keogh/Toohey**

***That pursuant to the provisions of section 71 of the Local Government Act 1989, the Council resolves that the term of office for the Mayor of Moorabool Shire Council will be 1 year with that term expiring at 6.00 a.m. on the day of the next election of the Mayor with this being after the fourth Saturday in October 2017 but not later than 30 November 2017.***

**CARRIED.**

### 5.3.5 Election of Mayor (Section 71, *Local Government Act 1989*; Part 15 - Meeting Procedure Local Law No.9)

An election for the position of Mayor shall be conducted at the meeting.

The *Local Government Act 1989*, section 71 says (inter alia) the following:

- (1) At a meeting of the Council that is open to the public, the Councillors must elect a Councillor to be the Mayor of the Council.
- (2) Before a Mayor is elected under this section, the Council may resolve to elect a Mayor for a term of 2 years.
- (3) The Mayor is to be elected:
  - (a) after the fourth Saturday in October but not later than 30 November in each year; or
  - (ab) if under subsection (2), the Mayor is elected for a term of 2 years, the next election of Mayor is 2 years after the fourth Saturday in October but not later than 30 November in the second year after the election; or
  - (b) as soon as possible after any vacancy in the office of Mayor occurs.

It is noted that the Council's Policy No. G008 – Councillors and Members of Council Committees Expense Entitlements & Resources Policy includes the provision of a fully maintained motor vehicle at the current standard and upon the current conditions, together with communication equipment to facilitate effective performance of a Councillor in the office of Mayor.

The Chief Executive Officer, acting as Chairperson, shall call for nominations for the office of Mayor of Moorabool Shire Council for the term of office as resolved by the Council in the Agenda item 5.3.4.

Following the election the Mayor will be assisted in being robed as a symbol of taking up the robes of office. The Mayor shall then assume the Chair to deal with the remaining business of the Meeting.

#### **Recommendation:**

**That pursuant to the provisions of section 71 of the *Local Government Act 1989*, the Council elects Cr. \_\_\_\_\_ to be the Mayor of Moorabool Shire Council.**

***The Chief Executive Officer called for nominations for the office of Mayor.***

***Cr. Tatchell nominated Cr. Edwards.  
Cr Edwards accepted the nomination.***

***As there was only one nomination for the position of Mayor, pursuant to the provisions of section 71 of the Local Government Act 1989, the Council elects Cr. Edwards to be the Mayor of Moorabool Shire Council.***

***Cr. Edwards left the Council Chambers at 5.16pm to dress in the Mayoral robe and chain.***

***Cr. Edwards returned to the Council Chambers at 5.18pm.***

***The Mayor, Cr. Edwards assumed the Chair for the remaining business of the Meeting.***

**Statement by newly elected Mayor:**

It is customary for the newly elected Mayor to make a short statement of thanks in response to the Councillors' confidence and an indication of aspirations for the term in office.

***I would like to take this opportunity to thank my fellow councillors for the trust and confidence that they have shown in me to allow me to represent them over the next twelve months. It is a privilege that I will not take lightly and I will do my utmost not to disappoint.***

***Welcome to our latest edition to the team in Councillor Bingham and Councillor Keogh, both who already have shown they have much to offer to Moorabool.***

***I have learnt much over the last four years from the previous Mayors Cr. Toohey, Cr. Tatchell and Cr. Comrie, all of who have had different styles and different strengths. Whilst I will have my own style and will grow into the job, I will build on the experience provided by the previous Mayors and my fellow Councillors Cr. Sullivan and Cr. Dudzik.***

***Moorabool faces many challenges and we need to work together as a Council and in conjunction with both State and Federal Governments and build on our 2041 strategic work so that Moorabool can;***

- Create opportunities for our small towns and look at ways to deliver services such as water, sewerage and gas. This will enable growth within our small towns and reduce pressure on valuable farming land.***
- Ensure that the rapid growth in Bacchus Marsh and Ballan is managed in a sustainable manner by completing the strategy ensuring the required roads, recreation facilities, kindergartens and other services are in place.***



- ***Update the Moorabool planning scheme to drive in requirements that will maintain the character of our communities and allow us to defend our decisions in VCAT. After all existing character of our towns is why people are coming here.***
- ***Create opportunities for our youth by working on economic development so that we can attract businesses to Moorabool and create jobs and a future for our youth. Whilst the Parwan Precinct is exciting there are opportunities in Ballan by expanding the industrial zone and working with the CFA. Places such as Wallace, Bungaree, Dunnstown are right on the fringe of Ballarat and close to farming areas and there are many opportunities that are just as exciting as Parwan.***

***It would be remiss of me not to mention the quality of our CEO and his staff who have been and will remain the backbone of this Shire. Whilst Councillors can provide strategic direction it's the officers that make it happen. I look forward to building on the relationship we have forged over the last four years.***

***Finally I thank my wife and two teenage children, Aimee and Ben that endure hours of calls and meetings.***

### 5.3.6 Determination to Elect a Deputy Mayor and Term of Office of Deputy Mayor

The election of a Deputy Mayor, whilst not specifically provided for within the *Local Government Act 1989*, is provided for under Part 15 – Clause 15.2(e) of the Moorabool Shire Council Meeting Procedure Local Law No.9 if the Council so determines.

The role of Deputy Mayor is to assist the Mayor in carrying out the duties associated with the position of Mayor. This includes, in the absence of the Mayor, performing the functions of Mayor in an acting capacity in accordance with the *Local Government Act 1989* and Council's Meeting Procedure Local Law No.9.

Remuneration for the Deputy Mayor remains at the level of which is available to a Councillor.

The Council should now resolve whether it will or it won't make an appointment to the office of Deputy Mayor and if it does so, what the term of office will be for the Deputy Mayor.

**Resolution:**

**Crs. Tatchell/Dudzik**

***That Council elect a Deputy Mayor for a term of 1 year with that term expiring at 6.00 a.m. on the day of the next election of the Mayor with this being after the fourth Saturday in October 2017 but not later than 30 November 2017.***

**CARRIED.**

### 5.3.7 Election of a Deputy Mayor

*This Agenda item is included if the Council resolves in item 5.3.6 above to make an appointment to the office of Deputy Mayor.*

The election of the Deputy Mayor will be chaired by the newly elected Mayor in accordance with Part 15 – Clause 15.2(e) of the Moorabool Shire Council Meeting Procedure Local Law No.9.

The Mayor shall call for nominations for the position of Deputy Mayor of Moorabool Shire Council for the term of office as resolved in item 5.3.6 above.

#### Recommendation:

1. That pursuant to the provisions of Part 15.2 (e) of Meeting Procedure Local Law No. 9, the Council elects *Cr.*\_\_\_\_\_ to be the Deputy Mayor of Moorabool Shire Council.
2. That in the absence of the Mayor, the Deputy Mayor shall perform the functions of Mayor in an acting capacity in accordance with the *Local Government Act 1989* and Council's Meeting Procedure Local Law No.9.

*The Mayor called for nominations for the office of Deputy Mayor.*

*Cr. Bingham nominated Cr. Dudzik.  
Cr Dudzik accepted the nomination.*

*Cr. Tatchell nominated Cr. Keogh.  
Cr Keogh accepted the nomination.*

The Mayor then called for voting for the office of the Deputy Mayor.

Cr Dudzik	5 Votes
Cr Keogh	2 Votes

*Pursuant to the provisions of Part 15.2 (e) of Meeting Procedure Local Law No. 9, the Council elects Cr Dudzik to be the Deputy Mayor of Moorabool Shire Council.*

*In the absence of the Mayor, the Deputy Mayor shall perform the functions of Mayor in an acting capacity in accordance with the Local Government Act 1989 and Council's Meeting Procedure Local Law No.9.*

### 5.3.8 Mayor and Councillor Allowances

Section 74 of the *Local Government Act 1989* provides for the setting of Mayor and Councillor Allowances.

In order to comply with sections 73B(5) and 74 of the *Local Government Act 1989*, Council resolved at its Ordinary Meeting of Council on Wednesday 19 June 2013 to adopt the annual Councillor and Mayoral Allowances under Category 2 in the Schedule to the Order in Council applicable until the next general election of Council.

Section 74 of the *Local Government Act 1989* requires the Council to review and determine the level of the Councillor allowance and the Mayoral allowance within the period of 6 months after a general election or by the next 30 June, whichever is later.

For Category 2 Councils, under section 73B of the *Local Government Act 1989*, the Minister for Local Government determines the allowances to be paid. The next review of Mayor and Councillor Allowances is expected from Local Government Victoria within the next month.

The current allowances are:

- Councillor annual allowance - \$24,127.48;
- Mayoral annual allowance - \$74,654.85; and
- the equivalent of the superannuation guarantee contribution (SGC) (currently 9.5% of the allowances above).

The allowances as set by Council will be paid during the ensuing year from Monday 7 November 2016 to the Statutory and Annual Appointments Meeting in 2017. The manner of payment of allowances will not exceed more than one month in advance.

#### **Councillor Support**

The following provisions are determined to assist Councillors in their municipal duties:

#### **Resources/facilities**

- Administrative support for the Mayor
- Office for Mayor
- Vehicle for Mayor
- Computer – desktop or laptop
- Mobile phone and landline
- Stationery
- Access to fax/copier
- Website development as part of Council website

### **Reimbursement**

- Travel – including reimbursement of public transport costs
- Phone – reimbursement of relevant call costs
- Internet
- Child care/family care

***The report was noted.***

### **5.3.9 Special Committees of the Council (Section 86 *Local Government Act 1989*) - S86 Delegated Committees of the Council**

Council may establish one or more special committees of the Council, which may be comprised of Councillors and other persons as members. These Committees have been established by Council under section 86 of the *Local Government Act 1989*.

These 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.

With this being the first year of the new Council's term, it is recommended that the Council retain the existing committee structure for the next twelve months.

#### **Special Committees of Council**

##### **(i) Development Assessment Committee**

The Development Assessment Committee is a Delegated Committee established under section 86 of the *Local Government Act 1989* to act as a delegate of Council in determining planning applications made under the *Planning and Environment Act 1987* in line with the Terms of Reference and Protocol for Calling in Planning Applications.

The Committee also provides advice to Council on trends, issues and other matters relating to planning or development that have become apparent or arisen through the Committee's assessment of applications under the Act.

The Council representatives in 2015/16 on this committee were Cr. Comrie, Cr. Dudzik, Cr. Edwards and Cr. Tatchell.

##### **(ii) Urban Growth Strategy Committee**

The Urban Growth Strategy Committee is a Delegated Committee established under section 86 of the *Local Government Act 1989*. Its role is to develop a vision and planning principles to guide and manage future urban growth and development in the Shire. This Committee will monitor the implementation of phase 1 and 2 of the Moorabool Growth Planning Initiative, against the agreed milestones and timelines.

The Council representatives in 2015/16 on this committee were Cr. Dudzik, Cr. Comrie, Cr. Spain, Cr. Edwards, and the Mayor ex Officio. Staff members attending this committee were the Chief Executive Officer, General Manager Growth & Development, Manager Strategic & Sustainable Development and Manager Statutory Planning & Community Safety.

**(iii) Rural Growth Strategy Committee**

The Rural Growth Strategy Committee is a Delegated Committee established under section 86 of the *Local Government Act* 1989. Its role is to develop a vision and planning principles to guide and manage future rural growth and development in the Shire. This Committee will monitor the implementation of phase 1 and 2 of the Moorabool Growth Planning Initiative, against the agreed milestones and timelines.

The Council representatives in 2015/16 on this committee were Cr. Sullivan, Cr. Toohey, and the Mayor (ex Officio). Staff members attending this committee were the Chief Executive Officer, General Manager Growth and Development, Manager Strategic and Sustainable Development, Manager Statutory Planning and Community Safety.

**(iv) Hall and Recreation Reserve Committees of Management**

Committees of Management act as an agent of Council (not as an independent entity) in managing the Council assets entrusted in the Committee's care by:

- Undertaking the management of the Facilities on Council's behalf;
- Undertaking improvements to the Facilities subject to the Council's approval;
- Ensuring the Facilities are available for public use;
- Collecting rentals and charges from the users of the Facilities for casual hire;
- Expending funds on maintaining and improving the Facilities for the better use and enjoyment by the community and public; and
- Consulting and collaborating with Council on all major works and capital works development to ensure compliance with legislative requirements.

The 2015/16 representatives for each committee are listed below:

Hall and Recreation Reserve Committees of Management and	Council Representative 2015/2016
Bacchus Marsh Hall Committee of Management	Cr. Spain and Mrs Carol Young (appointed 6 April 2016)
Bacchus Marsh Racecourse and Recreation Reserve Committee of Management	Cr. Comrie
Bungaree Public Hall	Community Members
Dunnstown Recreation Reserve Committee of Management	Community Members
Elaine Recreation Reserve Committee of Management	Cr. Sullivan
Gordon Public Hall Committee of Management Inc.	Cr. Toohey
Greendale Recreation Reserves Committee of Management	Cr. Toohey
Lal Lal Soldiers' Memorial Hall Committee of Management	Community Members
Maddingley Park Committee of Management	Cr. Edwards

Millbrook Community Centre	Community Members
Navigators Community Centre	Community Members
Wallace Recreation Reserve	Community Members
Wallace Public Hall	Community Members

**(v) Blacksmith's Cottage and Forge Committee of Management**

Blacksmith's Cottage and Forge Committee of Management manages the operations of the Blacksmith's Cottage and Forge in Bacchus Marsh with responsibility to:

- manage and promote the facilities within the approvals given by Council;
- recommend to Council policies aimed at promoting the use of the facilities for the benefit of the community;
- promote the facilities as a tourist attraction in Bacchus Marsh in liaison with other groups;
- explore and recommend options for future development of the facilities;
- prepare submission to Council for any capital or major works that the advisory committee considers desirable.

The 2015/16 representative for this committee was Cr. Comrie.

**Resolution:**

**Crs. Sullivan/Keogh**

1. ***That pursuant to section 86 of the Local Government Act 1989, the Council retains the following Special Committees of the Council – S86 Delegated Committees of the Council to assist the Council in performing its functions and duties in the manner as currently prescribed and as provided for in the Instruments of Delegation authorised by Council;***

- (i) Development Assessment Committee***
- (ii) Urban Growth Strategy Committee***
- (iii) Rural Growth Strategy Committee***
- (iv) Bacchus Marsh Hall Committee of Management***
- (v) Bacchus Marsh Racecourse and Recreation Reserve Committee of Management***
- (vi) Bungaree Public Hall***
- (vii) Dunnstown Recreation Reserve Committee of Management***
- (viii) Elaine Recreation Reserve Committee of Management***
- (ix) Gordon Public Hall Committee of Management Inc.***
- (x) Greendale Recreation Reserves Committee of Management***
- (xi) Lal Lal Soldiers' Memorial Hall Committee of Management***
- (xii) Maddingley Park Committee of Management***
- (xiii) Millbrook Community Centre***
- (xiv) Navigators Community Centre***



- (xv) **Wallace Recreation Reserve**  
 (xvi) **Wallace Public Hall**  
 (xvii) **Blacksmith's Cottage and Forge Committee of Management**

2. **That Council maintains the current membership structure of these committees.**
3. **That Council appoints representatives for its Special Section 86 Committees as set out below:**

<b>S86 Delegated Committees of the Council</b>	<b>Council Representative 2016/2017</b>
<b>Development Assessment Committee</b>	<b>Cr. Dudzik, Cr. Keogh, Cr. Tatchell, Cr. Toohey</b>
<b>Urban Growth Strategy Committee</b>	<b>East Moorabool Councillors</b>
<b>Rural Growth Strategy Committee</b>	<b>Cr. Sullivan, Cr. Tatchell, Cr. Toohey</b>
<b>Bacchus Marsh Hall Committee of Management</b>	<b>Cr. Bingham</b>
<b>Bacchus Marsh Racecourse and Recreation Reserve Committee of Management</b>	<b>Cr. Bingham</b>
<b>Bungaree Public Hall</b>	<b>Community Members</b>
<b>Dunnstown Recreation Reserve Committee of Management</b>	<b>Community Members</b>
<b>Elaine Recreation Reserve Committee of Management</b>	<b>Community Members</b>
<b>Gordon Public Hall Committee of Management Inc.</b>	<b>Community Members</b>
<b>Greendale Recreation Reserves Committee of Management</b>	<b>Cr. Toohey</b>
<b>Lal Lal Soldiers' Memorial Hall Committee of Management</b>	<b>Community Members</b>
<b>Maddingley Park Committee of Management</b>	<b>Community Members</b>
<b>Millbrook Community Centre</b>	<b>Community Members</b>
<b>Navigators Community Centre</b>	<b>Community Members</b>
<b>Wallace Recreation Reserve</b>	<b>Community Members</b>
<b>Wallace Public Hall</b>	<b>Community Members</b>
<b>Blacksmith's Cottage and Forge Committee of Management</b>	<b>Cr. Edwards</b>

4. **That Council notify the committees of the reappointment arrangements.**

**CARRIED.**

### 5.3.10 Advisory Committees of the Council

In addition to the Special Committees of Council with delegated authority that are established under the *Local Government Act 1989* (section 86), Council has the ability to create a committee by resolution as an Advisory Committee.

The following Committees currently have no specific 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 provides substantial expertise to the Council's planning by way of advisory recommendations.

The performance of specified statutory obligations of the Council are not placed upon these Committees. However, Council has the legislative ability to delegate authority and amend the operations and/or charter of individual Committees should circumstances warrant.

The following Advisory Committees have been established by Council.

#### Advisory Committees of the Council

##### (i) Social Development Committee

The Social Development Committee is an Advisory Committee with its role to consider and make recommendations to the Council on the following matters:

- social and recreation planning;
- social and recreation policy development;
- community grants;
- reserve and hall committees of management;
- leisure services contractual arrangements; and
- to provide feedback to officers during the development of strategic plans and policies.

The Council representatives in 2015/16 on this committee were Cr. Comrie, Cr. Dudzik and Cr. Edwards.

##### (ii) Place Making Committee

The Place Making Committee is an Advisory Committee and has been established to support development of a vision, framework, policies and strategic documents that guides future sustainable development in appropriate locations in the Shire, addressing land use, amenity and lifestyle opportunities whilst matching growth with the provision of physical and social infrastructure.

The Committee will ensure that Council plans and strategies are coordinated and help deliver sustainable communities in a coherent and cost effective manner in addition to considering and making recommendations to the Council on the following matters:

- Implementing the Moorabool 2041 framework.
- Integrated built and natural environment strategies.

- Integrated infrastructure planning and delivery.

The Council representatives in 2015/16 on this committee were Cr. Spain, Cr. Sullivan and Cr. Toohey.

**(iii) Audit and Risk Committee**

The Audit and Risk Committee is an independent Advisory Committee to Council. The primary role of the Audit and Risk Committee is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and facilitating the organisation's ethical development.

The Audit and Risk Committee is established to assist the coordination of relevant activities of management, the internal audit function and the external auditor, in order to facilitate achieving overall organisational objectives in an efficient and effective manner.

The 2015/16 representatives for this committee were Cr. Dudzik and Cr. Edwards.

**(iv) Bacchus Marsh District Trails Advisory Committee**

The District Trails Advisory Committee comprises interested community members to advise Council on the development and integration of the community trails in the Bacchus Marsh district.

The 2015/16 representative for this committee was Cr. Spain.

**(v) Heritage Advisory Committee**

The Heritage Advisory Committee was established to advise Council on the conservation, promotion and education of heritage matters within the Shire.

The 2015/16 representative for this committee was Cr. Tatchell.

**(vi) Lal Lal Falls Reserve Advisory Committee of Management**

The Lal Lal Falls Reserve Advisory Committee was created to provide advice on the development and management of this significant natural reserve.

The 2015/16 representative for this committee was Cr. Sullivan.

**(vii) Moorabool Health and Wellbeing Advisory Committee**

The Moorabool Health and Wellbeing Advisory Committee comprises community members to assist in the development of Council's Health and Wellbeing Strategy and Plan.

The 2015/16 representative for this committee was Cr. Dudzik.

The following nominated organisations and groups were appointed by Council for a two year term on 6 April 2016:

- Moorabool Agencies and Schools Together (MAST)
- Federation University
- School Focused Youth Service –Ballarat Community Health
- Djerriwarrh Health Services
- Department of Justice – Grampians Region
- Victoria Police – Bacchus Marsh
- Central Highlands Primary Care Partnership
- Ballan and District Health and Care
- Child and Family Services (CAFS)
- Women’s Health Grampians
- Darley Neighbourhood House and Early Learning Centre
- Bacchus Marsh Community College
- Ballan and District Community House and Adult Education Centre
- Pinarc Disability Support
- Merrimu Services
- Highlands Local Learning and Employment Network

**(viii) Moorabool Landcare Advisory Committee**

The Landcare Committee comprises members of the community with land care experience or interest to advise Council on matters of land care policy, planning and development.

The 2015/16 representative for this committee was Cr. Edwards.

**(ix) Moorabool Recreation and Leisure Strategic Advisory Committee**

The Moorabool Recreation and Leisure Strategic Advisory Committee provides opportunities for community input into the planning and provision of recreation and leisure services and facilities across the municipality.

The 2015/16 representatives for this committee were Cr. Dudzik, Cr. Edwards and Cr. Spain.

**(x) Rural Advisory Committee**

The Rural Advisory Committee provides advice to the Moorabool Shire Council on:

- advocacy to other levels of government on the impacts of government policy on farming,
- the development of alternative land valuation and rating models that will assist farming enterprises in Victoria,
- to provide an opportunity for increased networking and collaboration within the rural sector,
- promotion of agriculture to the broader community as a key driver of economic growth and rural amenity in the Shire including broad acre cropping, horticulture, viticulture, dairy, livestock and lifestyle/part time farming, and
- the development of key strategic documents of Council

The 2015/16 representative for this committee was Cr. Tatchell.

This committee has not met frequently in recent times and a report to the Council regarding the future of the committee will be presented early in the term of this Council.

**(xi) Bacchus Marsh Leisure Centre Joint Use Management Agreement Advisory Committee**

The 2015/16 representative for this committee was Cr. Edwards.

**(xii) Moorabool Access and Inclusion Advisory Committee**

The establishment of the Moorabool Access and Inclusions Advisory Committee will provide opportunities for expertise and community input in to the planning and provision of services and facilities across the municipality by:

- representing the interests of all persons with a disability and others who may be affected by disability;
- promoting integration of disability access and inclusion as part of the core business of Council;
- responding and advising on a range of matters impacting on disability concerns, as requested by Council; and
- promoting, in accordance with the relevant legislation and the Access and Inclusion Plan, universal access and inclusion to persons with disability and to the wider community.

The 2015/16 preventatives for this committee were Cr. Dudzik (Chairperson) and Cr. Spain (Deputy Chairperson).

**Resolution:**

**Crs. Sullivan/Keogh**

1. ***That Council retains the following Advisory Committees of the Council with the existing membership and terms and conditions governing the role and responsibilities as provided for in their purpose and terms of reference authorised by Council:***

- (i) Social Development Committee***
- (ii) Place Making Committee***
- (iii) Audit and Risk Committee***
- (iv) Bacchus Marsh District Trails Advisory Committee***
- (v) Heritage Advisory Committee***
- (vi) Lal Lal Falls Reserve Advisory Committee of Management***
- (vii) Moorabool Health and Wellbeing Advisory Committee***
- (viii) Moorabool Landcare Advisory Committee***
- (ix) Moorabool Recreation and Leisure Strategic Advisory Committee***
- (x) Rural Advisory Committee***

- (xi) **Bacchus Marsh Leisure Centre Joint Use Management Agreement Advisory Committee**
- (xii) **Moorabool Access and Inclusion Committee**
2. **That a report in relation to the review of the Rural Advisory Committee be presented early in the term of this Council.**
3. **That Council appoints representatives for its Advisory Committees as set out below:**

<b>Advisory Committees of the Council</b>	<b>Council Representative 2016/2017</b>
<b>Social Development Committee</b>	<b>Cr. Bingham Cr. Dudzik Cr. Tatchell</b>
<b>Place Making Committee</b>	<b>Cr. Keogh Cr. Sullivan Cr. Tatchell</b>
<b>Audit and Risk Committee</b>	<b>Cr. Dudzik Cr. Tatchell</b>
<b>Bacchus Marsh District Trails Advisory Committee</b>	<b>Cr. Bingham</b>
<b>Heritage Advisory Committee</b>	<b>Cr. Tatchell</b>
<b>Lal Lal Falls Reserve Advisory Committee of Management</b>	<b>Cr. Sullivan</b>
<b>Moorabool Health and Wellbeing Advisory Committee</b>	<b>Cr. Tatchell</b>
<b>Moorabool Landcare Advisory Committee</b>	<b>Cr. Keogh</b>
<b>Moorabool Recreation and Leisure Strategic Advisory Committee</b>	<b>Cr. Dudzik Cr. Tatchell Cr. Toohey</b>
<b>Bacchus Marsh Leisure Centre Joint Use Management Agreement Advisory Committee</b>	<b>Cr. Edwards</b>
<b>Rural Advisory Committee</b>	<b>Not Appointed</b>
<b>Moorabool Access and Inclusion Committee</b>	<b>Cr. Dudzik Cr. Tatchell</b>

4. **That Council notify the committees of the reappointment arrangements.**

**CARRIED.**

### 5.3.11 Council Appointments to Working Groups, Industry Bodies and Forums

In order for Moorabool Shire Council to pursue its role of advocacy and represent the interests of the community, Council seeks to be represented on a variety of committees and organisations which are established not only within Moorabool Shire, but more broadly within the region and also within industry representative associations. Involvement in these areas provides the Council with a broader perspective in undertaking its policy deliberation role.

The 2015/16 representatives for each working group, industry bodies and forums are listed below:

<b>Working Groups, Industry Bodies and Forums</b>	<b>Council Representative 2015/2016</b>
Central Highlands Local Learning and Employment Network (CHLLEN)	Cr. Edwards
Local Government Waste Forum – Grampians Central West Waste and Resource Recovery Region	Cr. Sullivan
MAV Strategic Environment Advisory Group (SEAG)	Cr. Sullivan
MAV Emergency Management Committee	Cr. Tatchell
MAV Defined Benefit Superannuation Taskforce	Cr. Sullivan
MAV Financial Assistance Grants and Rate Capping Taskforce	Cr. Spain Cr. Sullivan (Proxy)
(MAV) Municipal Association of Victoria	Cr. Sullivan
Bacchus Marsh Aerodrome Management Committee	Cr. Edwards Cr. Comrie
Ballarat Rail Action Committee	Mayor, Cr Edwards(Proxy), CEO & General Manager Infrastructure
<i>* Bungaree Water Supply Protection Area Consultative Committee</i>	Cr. Sullivan
Central Highlands Community Road Safety Council	General Manager Infrastructure
Central Highlands Mayors' & CEOs' Forum	Mayor and Chief Executive Officer
CCMA SMO – Corangamite Catchment Management Authority Salinity Management Overlay Development Steering Committee	Manager Strategic and Sustainable Development
Concerned Councils for the Moorabool River Flows and Environment	Cr. Toohey
Grow West Implementation Committee	Cr. Spain General Manager Growth and Development
Municipal Emergency Management Planning Committee (MEMPC)	Cr. Spain Cr. Tatchell (Proxy)
Municipal Fire Management Planning Committee (MFMP)	Cr. Spain Cr. Tatchell (Proxy)
National Timber Councils Task Force	Cr. Sullivan
Peri Urban Councils	Cr. Spain Cr. Edwards Proxy

	CEO or Nominee
* <i>Strategic Health Forum</i>	Cr. Dudzik, Cr. Comrie, Cr. Tatchell
Timber Towns	Cr. Sullivan
Victorian Local Governance Association (VLGA)	Cr. Edwards
Western Highway Action Committee	Cr. Toohey Cr. Tatchell (proxy) GMI

\* *The Bungaree Water Supply Protection Area Consultative Committee and the Strategic Health Forum are no longer operational.*

### Resolution:

#### Crs. Toohey/Tatchell

1. ***That Council endorses its participation on the following Working Groups, Industry Bodies and Forums and appoints its representatives as detailed below:***

<b>Working Groups, Industry Bodies and Forums</b>	<b>Council Representative 2016/2017</b>
<b><i>Central Highlands Local Learning and Employment Network (CHLLEN)</i></b>	<b><i>Cr. Bingham</i></b>
<b><i>Local Government Waste Forum – Grampians Central West Waste and Resource Recovery Region</i></b>	<b><i>Cr. Sullivan</i></b>
<b><i>MAV Strategic Environment Advisory Group (SEAG)</i></b>	<b><i>Cr. Sullivan</i></b>
<b><i>MAV Emergency Management Committee</i></b>	<b><i>Cr. Keogh</i></b>
<b><i>MAV Defined Benefit Superannuation Taskforce</i></b>	<b><i>Cr. Sullivan</i></b>
<b><i>MAV Financial Assistance Grants and Rate Capping Taskforce</i></b>	<b><i>Cr. Sullivan</i></b>
<b><i>(MAV) Municipal Association of Victoria</i></b>	<b><i>Cr. Sullivan</i></b>
<b><i>Bacchus Marsh Aerodrome Management Committee</i></b>	<b><i>Cr. Keogh</i></b>
<b><i>Ballarat Rail Action Committee</i></b>	<b><i>Cr. Edwards</i></b>
<b><i>Central Highlands Community Road Safety Council</i></b>	<b><i>General Manager Infrastructure</i></b>
<b><i>Central Highlands Mayors' &amp; CEOs' Forum</i></b>	<b><i>Mayor</i></b>
<b><i>CCMA SMO – Corangamite Catchment Management Authority Salinity Management Overlay Development Steering Committee</i></b>	<b><i>General Manager Growth and Development</i></b>
<b><i>Concerned Councils for the Moorabool River Flows and Environment</i></b>	<b><i>Cr. Toohey</i></b>
<b><i>Grow West Implementation Committee</i></b>	<b><i>Cr. Keogh</i></b>
<b><i>Municipal Emergency Management Planning Committee (MEMPC)</i></b>	<b><i>Cr. Keogh</i></b>



<b><i>Municipal Fire Management Planning Committee (MFMP)</i></b>	<b><i>Cr. Keogh</i></b>
<b><i>National Timber Councils Task Force</i></b>	<b><i>Cr. Sullivan</i></b>
<b><i>Peri Urban Councils</i></b>	<b><i>Cr. Edwards Cr. Keogh (Proxy)</i></b>
<b><i>Timber Towns</i></b>	<b><i>Cr. Sullivan</i></b>
<b><i>Victorian Local Governance Association (VLGA)</i></b>	<b><i>Cr. Edwards</i></b>
<b><i>Western Highway Action Committee</i></b>	<b><i>Cr. Toohey</i></b>

2. ***That Council notify these Working Groups, Industry Bodies and Forums of the reappointment arrangements.***

**CARRIED.**

### 5.3.12 Moorabool Shire Council Meeting Framework

#### Introduction

The 2013-2017 Council Plan provides for the following objectives and strategies relating to Council:

*KRA No. 1. - Representation and Leadership of our Community*

*Good governance through open and transparent processes and strong accountability to the community.*

In order to achieve this outcome Council has set the following strategy in relation to Council Governance.

*Ensure policies and good governance are in accordance with legislative requirements and best practice.*

It is the generally accepted view of good governance that the decision-making processes of the Council should be open to public scrutiny and conducted in a transparent manner which enables input by the community.

In order that the functions of the Council in fulfilling its policy determination, leadership and strategic planning roles can be successfully undertaken, the conduct of the business of the Council requires a flexible approach with respect to its meeting framework.

The conduct of meetings of Council should enable Councillors to best inform themselves in regard to matters for decision, engaging a process that appears comprehensive, democratic and professional to the community the Council serves.

In addition, the Council's Meeting Framework should endeavour to make efficient use of both Councillors' and Council officer's time. In this regard, the primary activity of the elected Council is to make decisions on policy matters and set strategic direction. The primary function of the organisation and its resources is then to implement such policy and strategic direction, providing accountability reporting back to the Council and the community. Sufficient scope needs to exist for community consultation which acts as a guide to the decision-making processes of the elected Council.

#### Moorabool Shire Council Meeting Framework

The following framework has been developed to provide for the efficient and effective conduct of the business of Council, in a manner which enables a transparent and interactive decision making process involving Moorabool Shire Council and the community, leading to effective decision making protocols.

## Ordinary Meetings of Council

One Ordinary Meeting of Council be held each calendar month, on the first Wednesday, commencing at 5.00pm with three meetings to be held in Ballan, four meetings in Bacchus Marsh and four meetings held in the rural townships of the Shire namely, Lal Lal, Bungaree, Gordon and Blackwood as indicated in the attached schedule.

The Ordinary Meeting of Council generally considers matters listed under the services areas of Governance, Infrastructure, Community Services and Growth and Development relating to service delivery policy and statutory obligations in addition to statutory planning and strategic land use planning. Notwithstanding, if matters of a more general nature require some urgency, the arrangements will facilitate incorporation within the agenda of the meeting for decision in order to meet pressing timelines.

## Council Section 86 Delegated Committees and Advisory Committees

A schedule for the following Council committee meetings is attached:

- Social Development Committee (Advisory)
- Place Making Committee (Advisory)
- Development Assessment Committee (S86 Delegated)
- Urban Growth Strategy Committee (S86 Delegated)
- Rural Growth Strategy Committee (S86 Delegated)

## Assembly of Councillors

In instances where discussion or interaction between Councillors and Council officers is required on policy or strategic matters an Assembly of Councillors shall be convened pursuant to the provisions of the *Local Government Act 1989*.

Such Assemblies of Councillors may, insofar as practicably possible, be convened on the afternoon of scheduled Ordinary Meetings of Council, the first Wednesday of each calendar month. Additional Assemblies can be scheduled, if required, for the second and third Wednesdays each month commencing from 2.00pm.

## Recommendation:

1. **That in order to undertake considerations and decisions for the good governance of the Moorabool Shire, the Council determines the following meeting framework to be convened and undertaken in accordance with the provisions of the *Local Government Act 1989* and the Moorabool Shire Council Meeting Procedure Local Law No. 9:**

- a. **Ordinary Council Meetings to be held on the first Wednesday of each calendar month, commencing at 5.00pm, with three meetings to be held in Ballan, four meetings in Bacchus Marsh and four meetings held in the rural townships of the Shire namely, Lal Lal, Bungaree, Gordon and Blackwood as indicated in the attached schedule.**
  - b. **Council Committee meetings, comprising both Advisory Committees and Section 86 Delegated Committees, be held as indicated in the attached Schedule and in line with the Terms of References adopted by Council for each committee.**
  - c. **An Assembly of Councillors shall be convened pursuant to the provisions of the *Local Government Act 1989* in instances where discussion or interaction between Councillors and Council officers is required on Policy or Strategic Matters. Such Assemblies of Councillors may, insofar as practicably possible, be convened on the afternoon of scheduled Ordinary Meetings of Council, the first Wednesday of each calendar month. Additional Assemblies can be scheduled, if required, for the second and third Wednesdays each month commencing from 2.00pm.**
2. **That the Council provides public notice, as required by the *Local Government Act 1989*, indicating the time, date and venue for convening Ordinary Meetings of Council and Council Committee Meetings, which shall be open to the public.**

**Resolution:**

**Crs. Sullivan/Tatchell**

1. ***That the December Ordinary Meeting of Council be held on Wednesday 7 December 2016, commencing at 5.00pm at the James Young Rooms, Lerderderg Library, 215 Main Street, Bacchus Marsh.***
2. ***That a report be presented to the December Ordinary Meeting of Council regarding the Council Meeting Framework including dates and venues of meetings.***

**CARRIED.**

**6. FURTHER BUSINESS AS ADMITTED BY UNANIMOUS RESOLUTION  
OF COUNCIL**

*Nil.*

**7. MEETING CLOSURE**

*The meeting closed at 5.28pm.*

*Confirmed.....Mayor.*