MINUTES of the *ORDINARY COUNCIL MEETING OF THE COLAC-OTWAY* **SHIRE COUNCIL** held at the COPACC Meeting Rooms on 24 September 2014 at 4.00pm.

1. OPENING PRAYER

Almighty God, we seek your blessing and guidance in our deliberations on behalf of the people of the Colac Otway Shire. Enable this Council's decisions to be those that contribute to the true welfare and betterment of our community.

AMEN

2. PRESENT

Cr Lyn Russell (Mayor) Cr Brian Crook Cr Michael Delahunty Cr Stephen Hart Cr Frank Buchanan Cr Chris Smith Cr Terry Woodcroft

Sue Wilkinson, Chief Executive Officer Colin Hayman, General Manager, Corporate & Community Services Phil Corluka, General Manager, Infrastructure & Services Jack Green, General Manager, Sustainable Planning & Development Rhonda Deigan, Executive Officer

3. APOLOGIES

Nil

4. MAYORAL STATEMENT

Colac Otway Shire acknowledges the original custodians and law makers of this land, their elders past and present and welcomes any descendants here today.

Colac Otway Shire encourages community input and participation in Council decisions. Council meetings provide an opportunity for the community to ask Council questions, either verbally at the meeting or in writing.

Please note that Council may not be able to answer some questions at the meeting. These will be answered later.

Council meetings enable Councillors to debate matters prior to decisions being made. I ask that we all behave in a courteous manner.

All Council and Committee meetings are audio recorded, with the exception of matters identified as confidential items in the Agenda. This includes the public participation sections of the meetings.

Audio recordings of meetings are taken to facilitate the preparation of the minutes of open Council and Committee meetings and to ensure their accuracy.

In some circumstances a recording will be disclosed to a third party. Those circumstances include, but are not limited to, circumstances, such as where Council is compelled to disclose an audio recording because it is required by law, such as the Freedom of Information Act 1982, or by court order, warrant, or subpoena or to assist in an investigation undertaken by the Ombudsman or the Independent Broad-based Anti-corruption Commission.

Council will not use or disclose the recordings for any other purpose. It is an offence to make an unauthorised recording of the meeting.

Thank you. Now 30 minutes is allowed for question time. Please remember, you must ask a question. If you do not ask a question you will be asked to sit down and the next person will be invited to ask a question. This is not a forum for public debate or statements.

- 1. Questions received in writing prior to the meeting (subject to attendance and time),
- 2. Questions from the floor.

5. QUESTION TIME

Questions taken on notice at a previous meeting

Elizabeth Ryan

1. With reference to an email sent previously to Council, why can't the rate notices include the actual land area?

Response:

Council is working through a process to ensure that recorded land areas for every title in the shire are correct. Unfortunately this is a time consuming process and at this stage 15% of assessments still have incorrect land areas attributed to them. Many of these errors are minor and have little effect on property values, yet still need to corrected. When this process is complete, the land area for each assessment will be included on rates notices.

 Did Council check the literature that went out to residents advising of road closures due to the Amy Gran Fondo? The brochure did not mention road closures in the hinterland and referred to the Surf Coast and Otway Shires (not Colac Otway).

Response;

Since the Council meeting, a review of the literature provided to residents confirms that the brochure incorrectly referred to the "Otway" shire. Council apologises for this oversight and will ensure that Colac is included in future correspondence. With respect to the closure of roads in the hinterland areas, the brochure lists a number of roads in the Forrest, Birregurra, Barwon Downs and Deans Marsh areas that will be subject to closure on 14 September 2014.

Leigh Barrett

1. With respect to the cost of the upgrade to the Pirron Yallock Recreation Reserve clubrooms, who was the person or department responsible for estimating that it would cost \$600,000 to renovate the existing clubrooms or \$750,000 to build a new one?

Response

These preliminary estimates were prepared by Council officers and are based on industry benchmarks and unit rates. Please note that the estimates provided are preliminary only and were based on concepts rather than a detailed scope of works.

Questions Received in Writing Prior to the Meeting

Greg & Donna McKenzie

1. Can the three DPO Plans be considered separately rather than collectively, so that it is open to Council to accept or reject each Site Plan individually, when being considered by Council for approval?

Response:

Officers will be reporting to Council on submissions concerning all three precincts in a single report at the October meeting. Council has the option of considering them as a collective unit, or resolving different positions on the different precincts. This will be determined at the Council meeting.

2. In reference to the Sustainable Planning & Development Report for Draft Colac Development Plans, tabled at the Ordinary Council Meeting, 28 May. 2014, copy attached. (Ref, OM142805-10, Author: Don Lewis, Endorsed: Jack Green, File Ref-F13/5841) it states on page 73 under the heading "Precinct 3" that, "To serve the proposed open space located in the centre of the precinct, a pedestrian link is shown to the south at 167 Aireys Street", Our question is, Whose land is the pedestrian link supposed to be on (we are now completely confused), as that document refers to the pedestrian link as being at 167 Aireys Street which is the land of David & Wendy Walsh, whilst the map beneath it and the plans on public exhibition, clearly shows the pedestrian link as being at 177 Aireys Street which is the land of Donna & Greg McKenzie?

Response:

The exhibited draft Development Plans had proposed that the pedestrian link between Aireys Street and the proposed public open space be through the property at 177 Aireys Street. The reference to the location of this link in the Planning officer report to Council in May was incorrect. Since the end of the public submission period, planning officers had indicated to the directly affected land holders that consideration was being given to whether this pedestrian link should instead be located within the property at 167 Aireys Street. This issue will be further considered by Council at the October Council meeting.

3. When will a final decision be made as to whose land the proposed pedestrian link will be on?

Response

Council will be considering an officer report on this issue at the October Council meeting.

4. When will we be issued with a copy of the final plan and, do we get a further opportunity to provide formal comments on the plan before being considered by Council for approval?

Response:

Officers have communicated with land owners where changes of any significance are being considered to the draft plans placed on exhibition over June and July, and provided them with an opportunity to lodge further written submissions. The next step will be for Council to consider all submissions and resolve how it wishes to proceed. A final plan reflecting Council's decisions will be prepared and made available following this meeting.

David & Wendy Walsh

 In regard to the Colac DPO2 Site 3-Will Colac Planning Department continue to ignore their own Colac Otway Planning Scheme document (State Planning Policy Framework-Clause15)

Page 106, Policy Guidelines, 15.01-4 Design for Safety Planning must consider as relevant

*Safer Design Guidelines for Victoria (Crime Prevention Victoria and Department of Sustainability and Environment, 2005)?

Response:

A range of relevant strategic planning documents have been taken into account when preparing the draft Development Plans for Colac, including the Colac Planning Scheme, the State Planning Policy Framework and the later Design Guidelines. These must each be balanced to ensure that the best planning outcome is achieved.

2. In reference to the Sustainable Planning Development Ordinary Council Meeting May 2014 OM142805-10 Draft Colac Development Plans Author Don Lewis, Endorsed Jack Green, File Ref. F13/5841 Page 73 under heading Precinct 3. As stated in this report "26 landholders involved". However, only 14 of these landholders are affected. As 12 of the 26 are not involved directly and are highly unlikely to lodge a submission against the proposal. Our question is: Are the extra 12 landholders included in the DPO2 precinct 3 to favour the outcome statistically for the Planning Department?

Response:

26 properties are directly affected by the Development Plan Overlay in Precinct 3, and each of these has an interest in how the precinct is developed in the future as does the community more broadly.

3. When will a decision be made as to which side of the fence will the Pedestrian Link be implemented?

Response:

A report will be presented to Council on 22 October 2014. At this meeting, Council will consider the issues raised in the submissions, including concerns regarding the proposed pedestrian linkages, at that meeting.

4. When will we be issued with a copy of the final plan and do we get a further opportunity to provide formal comments on the plan before being considered for Councils approval?

Response:

Officers have communicated with land owners where changes of any significance are being considered to the draft plans placed on exhibition over June and July, and provided them with an opportunity to lodge further written submissions. The next step will be for Council to consider all submissions and resolve how it wishes to proceed. A final plan reflecting Council's decisions will be prepared and made available following this meeting.

5. May we request that the approach of the Council in deciding the outcome of the Development Plans, look at the DPO2 Precinct 3 separately rather than collectively when being considered by Council for approval?

Response:

Officers will be reporting on submissions on the three precincts as a single report. Council will need to determine how it responds to the planning officer's recommendations at the meeting.

James Judd

1. In view of the very large number who put out bins for Thursday collection with wrong bins that had received Friday collections, did Council inform those who had their garbage collection changed from Fridays to Thursdays that the cycle of big bins put out each week would reverse not just say as per week 2 that meant a new calendar must be received as Thursday week 2 collections are the reverse of Friday collections?

Response:

Council officers monitored the change in waste collection arrangements on the morning of Thursday 4 September and found that everything went smoothly as per plan. We have not received any complaints through our customer service department indicating that the change has caused any inconvenience.

Council did inform all customers in the affected areas of changes to waste collection arrangements through a letter, as well as sending out the new waste collection calendar. It was also advertised on the radio and in the newspaper. Council will continue to monitor the waste collection arrangements in the affected areas in the near future to ensure that the ratepayers have become used to new waste collection arrangements.

2. When Council calls for people to lodge submissions on a matter to be considered at a Special Council meeting, after the meeting is held, when will Council require that those who lodged submissions are advised promptly "that your submission was received and dealt with at a meeting on (date of meeting)" and a further response if called for will follow? This way submitters would know that submissions had gone before Council for decisions.

Response:

Council officers take great care to respond to all enquiries in a timely and appropriate manner. Depending upon the specifics of the enquiry and Council resolution, it may take an amount of time for officers to process all information to a point where a response of acceptable quality is able to be generated. Council believes it is much better to take time to ensure a response is correct, rather than making a 'quick' decision based upon an incomplete analysis. Even taking this into account, Council believes all responses are made within a suitable timeframe.

3. Has Council yet had any success in recovering any of its funds paid to advertise in an edition of the "Regional Friendly Directory" that was never produced after making payment?

Response:

Council is still pursuing the repayment of these funds through the appropriate channels.

4. If audio recordings are made to make sure of accuracy of meetings, how come confidential items are excluded since these matters are the most urgent to make sure what is reported are the actual facts?

Response:

It is important that confidential items are not recorded. At the following Council meeting Council considers the confidential minutes of the previous meeting and confirms them as being an accurate record of the meeting.

5. If Council is expecting the community to accept its actions, how can it restrict G21 updating of the community to only its website? This is a deliberate refusal to allow any without this access to know what is going on.

Response:

G21 is a separate entity of which this Council is one of five member Councils. There is no deliberate refusal on the part of this Council to deny the community access to knowledge regarding G21 activities. Mr Judd is encouraged to contact Council to request a copy of G21's monthly e-news.

Questions Received Verbally at the Meeting

Alan Billing - Larpent

1. Would you consider it appropriate for a member of staff to contact Councillors advising them not to discuss with residents a matter of concern to those residents?

Response:

The Mayor stated that community members can contact Councillors at all times.

2. You can assure me that hasn't happened?

Response:

The Mayor repeated that it had not happened to the best of her knowledge.

3. With reference to item three on today's agenda, do you believe that delegating the power to commence enforcement proceedings to the Statutory Planner, which could commit Council and the community to significant cost without reference to the CEO, who is ultimately responsible to the Council, do you believe this could be considered appropriate fiscal management?

Response:

The Mayor stated that the Planning and Environment Act sets out the regulations relating to planning compliance and enforcement and that the matter would be considered during today's meeting.

Simon Arundell – Bungador

1. With reference to a letter circulated with the rates notices, is the Bluewater Fitness Centre the biggest question facing Colac at the moment, as stated in the letter?

Response:

The Mayor advised that it was one of the biggest questions facing the Shire.

2. What would you consider to be the biggest problems facing Colac right now?

Response:

The Mayor noted that there were a number of issues facing the shire, including:

- Duplication of the Princes Highway
- Development Planning Overlays
- Bluewater Fitness Centre Redevelopment
- Central Reserve funding
- · State elections
- Domestic Wastewater Management Plans.
- 3. Mr Arundell asked the Mayor if she remembered a number of streets in various towns and cities and asked if the Mayor wanted Colac to end up with bottlenecks similar to those streets for the next 40 to 50 years?

Response:

The Mayor advised that Vic Roads has not indicated where the alternative heavy vehicle route will go. The Colac 2050 Plan has identified possible routes and Council will make sure that there is no development along those corridors. It is up to Vic Roads to make the decision when they are ready.

4. Why is it that Warrnambool has been in the process of planning a bypass route around Warmambool, independent of Vic Roads? Who will get preference, Warrnambool who has got a plan, or Colac who has done nothing?

Response:

The Mayor advised that she could not answer that question, however Colac is continuing to work closely with Vic Roads on this issue including regular updates and workshops.

5. Do you want to see houses in East Colac become unsaleable, they cannot park out front and do not know what this highway is going to do?

Response:

The Mayor asked Mr Arundell if he had attended the Community Information Session and put those questions to Vic Roads. The Mayor advised that several people from Colac East had attended the meeting and discussed those issues with Vic Roads.

6. With reference to a the verandah at the Pirron Yallock clubrooms, why did the Mayor mislead Council by stating that the verandah was in danger of collapsing, when it clearly is not?

Response:

The Mayor advised that Council had acted on the expert advice given by tradesmen and the Municipal Building Surveyor.

7. Do you realize that the portable building relocated to that site will need disability access installed and connection to electricity and sewerage?

Response:

The Mayor invited Mr Arundell to meet onsite with the General Manager for Infrastructure and Services to discuss his concerns.

6. DECLARATION OF INTEREST

Nil

7. CONFIRMATION OF MINUTES

- Ordinary Council Meeting held on the 27/08/14
- Special Council Meeting held on the 10/09/14.

MOVED Cr Stephen Hart seconded Cr Terry Woodcroft that Council confirm the above minutes.

CARRIED 7:0

SUSPENSION OF STANDING ORDERS - MOVED Cr Brian Crook seconded Cr Terry Woodcroft that standing orders be suspended in order to acknowledge the recipients of the COOL and Young Ambassador Awards and the success of the Colac football Netball Club.

CARRIED 7:0

Cr Crook commended the COOL and Young Ambassador Awards as being a celebration of the achievements of young people within the Shire and acknowledged the success of the Colac Football Netball Club in the Geelong Football League Grand Final.

Frank Buchanan that standing orders be resun	ned.
CARRIED 7: 0	,
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OFFICERS' REPORTS

Chief Executive Officer

OM142409-1 CEO'S PROGRESS REPORT TO COUNCIL

OM142409-2 COLAC OTWAY SHIRE COUNCIL - 20TH ANNIVERSARY

Corporate and Community Services

OM142409-3 AUTHORISATION OF OFFICER (PLANNING AND ENVIRONMENT ACT)

Infrastructure and Services

OM142409-4 CONTRACT 1420 - LANDFILL DISPOSAL - PUTRESCIBLE

WASTE

OM142409-5 BLUEWATER FITNESS CENTRE REDEVELOPMENT PROJECT -

PROGRESS REPORT

Sustainable Planning and Development

OM142409-6 MUNICIPAL EMERGENCY MANAGEMENT PLAN

OM142409-7 G21 ECONOMIC DEVELOPMENT STRATEGY

General Business

OM142409-8 ASSEMBLY OF COUNCILLORS

CHIEF EXECUTIVE OFFICER

<u>ITEM</u>		
CEO'S PROGRESS REPORT TO COUNCIL		
COLAC OTWAY SHIRE COUNCIL - 20TH ANNIVERSARY		

OM142409-1 CEO'S PROGRESS REPORT TO COUNCIL

AUTHOR:	Rhonda Deigan	ENDORSED:	Sue Wilkinson
DEPARTMENT:	Executive	FILE REF:	F11/3291

MOVED Cr Brian Crook seconded Cr Terry Woodcroft
That Council notes the CEO's Progress Report to Council.

COLAC OTWAY SHIRE COUNCIL - 20TH ANNIVERSARY

AUTHOR:	Rhonda Deigan	ENDORSED:	Sue Wilkinson
DEPARTMENT:	Executive	FILE REF:	F11/3291

MOVED Cr Michael Delahunty seconded Cr Terry Woodcroft

That Council recognises the 20th anniversary of the Colac Otway Shire Council and notes the community's and Council's achievements during that time.

CORPORATE AND COMMUNITY SERVICES

	ITEM
OM142409-3	AUTHORISATION OF OFFICER (PLANNING AND ENVIRONMENT
	ACT)

AUTHORISATION OF OFFICER (PLANNING AND ENVIRONMENT ACT)

AUTHOR:	Colin Hayman	ENDORSED:	Sue Wilkinson
DEPARTMENT:	Corporate & Community Services	FILE REF:	11/96474

MOVED Cr Stephen Hart seconded Cr Terry Woodcroft

That Council:

- 1. Appoints Statutory Planner Brendan O'Loan as an authorised officer pursuant to the Planning and Environment Act 1987.
- 2. Notes that the Instrument of Appointment and Authorisation comes into force immediately the common seal of Council is affixed to the Instrument and remains in force until Council determines to vary or revoke it.
- 3. Delegates to the Chief Executive Officer authority to sign and place under Council Seal the Instrument of Appointment and Authorisation.

CARRIED 6:1

DIVISION called by Cr Stephen Hart

For the Motion: Cr Stephen Hart, Cr Brian Crook, Cr Lyn Russell, Cr Terry Woodcroft, Cr Michael Delahunty, Cr Frank Buchanan

Against the Motion: Cr Chris Smith

INFRASTRUCTURE AND SERVICES

	ITEM
OM142409-4	CONTRACT 1420 - LANDFILL DISPOSAL - PUTRESCIBLE WASTE
OM142409-5	BLUEWATER FITNESS CENTRE REDEVELOPMENT PROJECT - PROGRESS REPORT

CONTRACT 1420 - LANDFILL DISPOSAL - PUTRESCIBLE WASTE

AUTHOR:	Ranjani Jha	ENDORSED:	Phil Corluka
DEPARTMENT:	Infrastructure & Services	FILE REF:	F14/5535

MOVED Cr Stephen Hart seconded Cr Michael Delahunty

That Council:

- 1. Awards Contract 1420 Landfill Disposal Putrescible Waste to Corangamite Shire Council at its tendered schedule of rates for the 2014/15 financial year with four one-year options to extend the contract.
- 2. Authorises the Chief Executive Officer to sign and place the Council seal on the contract documents following award of Contract 1420.
- 3. Authorises the Chief Executive Officer to approve each of the extension options of the Contract agreement subject to satisfactory performance.

BLUEWATER FITNESS CENTRE REDEVELOPMENT PROJECT - PROGRESS REPORT

AUTHOR:	Adam Lehmann	ENDORSED:	Phil Corluka
DEPARTMENT:	Infrastructure & Services	FILE REF:	F13/7721

MOVED Cr Frank Buchanan seconded Cr Brian Crook

That Council notes the monthly status report for the Blue Water Redevelopment Project covering the period to 1 August 2014 to 31 August 2014.

SUSTAINABLE PLANNING AND DEVELOPMENT

ITEM		
OM142409-6	MUNICIPAL EMERGENCY MANAGEMENT PLAN	
OM142409-7	G21 ECONOMIC DEVELOPMENT STRATEGY	

OM142409-6 MUNICIPAL EMERGENCY MANAGEMENT PLAN

AUTHOR:	Wendie Fox	ENDORSED:	Jack Green
DEPARTMENT:	Sustainable Planning & Development	FILE REF:	F11/2688

MOVED Cr Michael Delahunty seconded Cr Terry Woodcroft That Council:

- 1. Endorses the 'Municipal Emergency Management Plan' for release for public comment for a period of six weeks.
- 2. Notes that all private and confidential information will be removed from the Plan that is available to the public for comment.
- 3. Notes that any public comment received will be analysed and incorporated where suitable to enable the plan to be submitted to Council for adoption.

G21 ECONOMIC DEVELOPMENT STRATEGY

AUTHOR:	Tony White	ENDORSED:	Jack Green
DEPARTMENT:	Sustainable Planning & Development	FILE REF:	F11/3291

MOVED Cr Frank Buchanan seconded Cr Brian Crook
That Council endorses the updated G21 Economic Development Strategy.

CARRIED 5:2

DIVISION called by Cr Chris Smith

For the Motion: Cr Stephen Hart, Cr Brian Crook, Cr Lyn Russell, Cr Terry Woodcroft, Cr Frank Buchanan

Against the Motion: Cr Chris Smith, Cr Michael Delahunty

GENERAL BUSINESS

	ITEM	
OM142409-8	ASSEMBLY OF COUNCILLORS	
	7.00 - 1.	

OM142409-8 ASSEMBLY OF COUNCILLORS

AUTHOR:	Rhonda Deigan	ENDORSED:	Sue Wilkinson
DEPARTMENT:	Executive	FILE REF:	F14/6031

MOVED Cr Stephen Hart seconded Cr Brian Crook

That Council notes the Assembly of Councillors reports for:

•	Friends of the Colac Botanic Gardens	10 July 2014
•	Friends of the Colac Botanic Gardens	14 August 2014
•	Councillor Workshop	20 August 2014
•	Councillor Briefing Session	27 August 2014
•	Audit Committee Chairperson's Report to Council	2 September 2014
•	Councillor Workshop	10 September 2014
•	Saleyards Advisory Committee	12 September 2014.

IN COMMITTEE

MOVED Cr Frank Buchanan seconded Cr Terry Woodcroft that pursuant to the provisions of Section 89(2) of the Local Government Act, the meeting be closed to the public and Council move "In-Committee" in order to deal with:

SUBJECT	REASON	SECTION OF ACT
Minutes of In-Committee Council Meeting held on 27 August 2014	this matter deals with this matter deals with contractual matters; AND this matter deals with legal advice; AND this matter may prejudice the Council or any person.	Section 89 (2 (d) (f) (h)
Internal Audit Report	this matter may prejudice the Council or any person	Section 89 (2) (h)
Report from Delegate to Other Bodies - Audit Committee Minutes	this matter deals with personnel matters; AND this matter deals with contractual matters; AND this matter deals with legal advice; AND this matter may prejudice the Council or any person	Section 89 (2) (a) (d) (f) (h)
Contract 1420 – Landfill Disposal – Putrescible Waste	this matter deals with contractual matters	Section 89 (2) (d)

CARRIED 5:2

DIVISION called by Cr Chris Smith

For the Motion: Cr Stephen Hart, Cr Brian Crook, Cr Lyn Russell, Cr Terry Woodcroft, Cr Frank Buchanan

Against the Motion: Cr Chris Smith, Cr Michael Delahunty

OUT OF COMMITTEE

MOVED Cr Michael Delahunty seconded Cr Stephen Hart that the meeting move out of committee.

CARRIED 7:0

Cr Smith left the meeting at the conclusion of the In-Committee meeting at 5.10pm.

Councillors paid tribute to the General Manager for Sustainable Planning and Development, Jack Green, for his service to Council over the past 8 years and wished him well in his retirement.

The Meeting Was Declared Closed at 5.16pm

CONFIRMED AND SIGNED at the meeting held on 22 OCTOBER 2014

