

Colac Otway  
SHIRE

**MINUTES**

MEETING OF STATUTORY COUNCIL  
OF THE  
COLAC-OTWAY SHIRE  
COUNCIL

8 DECEMBER 2010

at 4:00 PM

COPACC

An audio recording of this meeting is being made for the purpose of verifying the accuracy of the minutes of the meeting. In some circumstances the recording may be disclosed, such as where Council is compelled to do so by court order, warrant, subpoena or by any other law, such as the Freedom of Information Act 1982.

## **\_TABLE OF CONTENTS**

### **OFFICERS' REPORTS**

<b>ST100812-1</b>	<b>Election of Mayor.....</b>	<b>5</b>
<b>ST100812-2</b>	<b>Election of Deputy Mayor.....</b>	<b>8</b>
<b>ST100812-3</b>	<b>Council Appointment to Internal Committees.....</b>	<b>10</b>
<b>ST100812-4</b>	<b>Councillor Appointments to Committees and External Bodies .....</b>	<b>15</b>

**MINUTES** of the *MEETING OF STATUTORY COUNCIL MEETING OF THE COLAC-OTWAY SHIRE COUNCIL* held in the COPACC on 8 December 2010 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 Frank Buchanan  
Cr Brian Crook  
Cr Stephen Hart  
Cr Stuart Hart  
Cr Geoff Higgins  
Cr Chris Smith

Rob Small, Chief Executive Officer  
Colin Hayman, General Manager, Corporate and Community Services  
Neil Allen, General Manager, Infrastructure and Services  
Jack Green, General Manager, Sustainable Planning and 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 descendents here today.

Colac Otway Shire encourages active community input and participation in Council decisions. Council meetings provide one of these opportunities as members of the community may ask questions to Council either verbally at the meeting or in writing.

Questions asked today must relate to the items listed on the Statutory Council Meeting Agenda.

Questions made in writing will be addressed if received within two days of the Council meeting. Please note that some questions may not be able to be answered at the meeting, these questions will be taken on notice. Council meetings also enable Councillors to debate matters prior to decisions being taken.

I ask that we all show respect to each other and respect for the office of an elected representative.

An audio recording of this meeting is being made for the purpose of verifying the accuracy of the minutes of the meeting. In some circumstances the

recording may be disclosed, such as where Council is compelled to do so by court order, warrant, subpoena or by any other law, such as the Freedom of Information Act 1982.'

2. QUESTION TIME  
Nil

3. **DECLARATION OF INTEREST**  
Nil

### OFFICERS' REPORTS

#### Chief Executive Officer

ST100812-1	ELECTION OF MAYOR
ST100812-2	ELECTION OF DEPUTY MAYOR
ST100812-3	COUNCIL APPOINTMENT TO INTERNAL COMMITTEES
ST100812-4	COUNCILLOR APPOINTMENTS TO COMMITTEES AND EXTERNAL BODIES

**ST100812-1                      ELECTION OF MAYOR**

AUTHOR:	Colin Hayman	ENDORSED:	Rob Small
DEPARTMENT:	Executive	FILE REF:	GEN0460

**Purpose**

The purpose of this report is to elect the Mayor of the Colac Otway Shire.

**Declaration of Interests**

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**Background**

Section 71(1) of the *Local Government Act 1989* provides that Councillors must elect a Councillor to be Mayor of the Council.

Section 71(3)

*“The Mayor is to be elected –*

- (a) after the last Saturday in November but not later than 31 December in each year; or*
- (b) as soon as possible after any vacancy in the office of Mayor occurs.”*

Following the election the Mayor shall assume the chair to deal with the remaining matters before the meeting.

Election Procedure

Council’s Local Law No 4 2009 – Council Meeting Procedures and Common Seal Part Three for the procedure in the election of Mayor.

**14. Procedure for Election of Mayor**

*In conducting the election of Mayor the following will apply:*

- (1) the election of the Mayor must be by a show of hands;*
- (2) the Councillor who receives the majority of votes cast must be declared elected; and*
- (3) for the purpose of sub-clause (2) the following will apply:*
  - (a) nominations must be moved and seconded;*
  - (b) where only one nomination is received, that Councillor must be declared elected;*
  - (c) where two nominations are received, the Councillor with an absolute majority of votes cast must be declared elected;*
  - (d) where there are more than two nominations received, the Councillor who receives an absolute majority at the first round of votes cast must be declared elected, or if no candidate receives an absolute majority of votes, the candidate with the least number of votes must be eliminated as a candidate and a further ballot conducted between the remaining candidates. If there are several*

*candidates, this procedure must be repeated until a candidate receives an absolute majority of votes and that candidate must be declared elected; and*

- (e) *if for the purpose of eliminating the candidate with the least number of votes, two or more candidates have the same least number of votes, the candidate to be eliminated must be determined by simple majority vote. If there is an equality of votes with respect to the candidate to be eliminated, the candidate to be eliminated will then be determined by lot conducted by the Chief Executive Officer in the presence of the Meeting.*

#### Term of Mayor

Under the *Local Government Act 1989* a Council may resolve to elect the Mayor for a 2 year term of office.

#### **Attachments**

Nil

#### **Recommendation(s)**

***That pursuant to the provisions of Section 71 of the Local Government Act 1989, the Council elect Councillor..... to be the Mayor for the Colac Otway Shire Council for the next twelve months.***

***Rob Small, Chief Executive Officer, took the Chair and called for nominations to the position of Mayor.***

#### **Resolution**

***Moved Cr Stephen Hart seconded Cr Stuart Hart that:***

***Cr Brian Crook be nominated for the position of Mayor of the Colac Otway Shire for the next twelve months.***

***Rob Small, Chief Executive Officer, called for further nominations.***

***Moved Cr Lyn Russell seconded Cr Chris Smith that:***

***Cr Frank Buchanan be nominated for the position of Mayor of the Colac Otway Shire for the next twelve months.***

***All Councillors were requested to vote for the position of Mayor by a show of hands.***

***Cr Brian Crook received four votes.***

***Cr Frank Buchanan received three votes.***

***Therefore, pursuant to the provisions of Section 71 of the Local Government Act 1989, Council elected Councillor Brian Crook as Mayor of the Colac Otway Shire Council for the next twelve months.***

***DIVISION called by Cr Chris Smith***

***For the Motion: Cr Brian Crook, Cr Stephen Hart, Cr Geoff Higgins, Cr Stuart Hart***

***Against the Motion: Cr Chris Smith, Cr Frank Buchanan, Cr Lyn Russell***

***CARRIED 4 : 3***

**ST100812-2 ELECTION OF DEPUTY MAYOR**

AUTHOR:	Colin Hayman	ENDORSED:	Rob Small
DEPARTMENT:	Executive	FILE REF:	GEN0460

**Purpose**

The purpose of this report is to consider the appointment of a Deputy Mayor for the Colac Otway Shire for the next twelve months.

**Declaration of Interests**

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**Background**

If there is a vacancy in the office of Mayor or the Mayor is absent or incapable of acting, the Council must appoint one of the Councillors to be the Acting Mayor. An Acting Mayor may perform any function or exercise any power conferred on the Mayor.

At the last statutory meeting held in December 2009, Council appointed Cr Stephen Hart as the Deputy Mayor.

The position of Deputy Mayor is not a statutory position and no special allowance is payable.

Local Law

Council's Local Law No 4 2009 – Council Meeting Procedures and Common Seal Clause 17 provides for a Deputy Mayor.

*“If the Council resolves to appoint a Deputy Mayor the provisions contained in this part for the election of Mayor will apply to the election of the Deputy Mayor with all necessary adaptations and modifications.”*

**Attachments**

Nil

**Recommendation**

***That Council elect Cr..... as Deputy Mayor of Colac Otway Shire Council for the next twelve months.***

***Rob Small, Chief Executive Officer, called for nominations to the position of Deputy Mayor.***

***MOTION - MOVED Cr Stuart Hart seconded Cr Geoff Higgins that:  
Cr Stephen Hart be nominated to the position of Deputy Mayor of the Colac Otway Shire for the next twelve months.***



***Rob Small, Chief Executive Officer, called for further nominations.***

***There were no further nominations received.***

***Cr Stephen Hart was therefore duly elected unopposed to the position of Deputy Mayor of the Colac Otway Shire Council for the next twelve months.***

**CARRIED 7:0**

***The Mayor, Cr Brian Crook, took the Chair for the remainder of the meeting.***

**ST100812-3 COUNCIL APPOINTMENT TO INTERNAL COMMITTEES**

AUTHOR:	Colin Hayman	ENDORSED:	Rob Small
DEPARTMENT:	Executive	FILE REF:	GEN0460

**Purpose**

The purpose of this report is to appoint Councillors to Special Internal Committees.

**Declaration of Interests**

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**Background**

The *Local Government Act 1989* acknowledges the need for Special Committees of the Council and Advisory Committees in Part 4 Division 2 of the *Local Government Act 1989* which allows for committees made up of Councillors, Council staff and other persons and for a Council by Instrument of Delegation to delegate any of its functions, duties or powers to a Special Committee. Procedural requirements in respect to these committees include that whereby a Council may specify in an Instrument of Delegation that a member of a Special Committee who as a member of the public or of Council staff does not have voting rights on the Special Committee.

The Committees of Council as set out below are recommended in dealing with the business of Council.

In forming the committees, it is recommended that the following guidelines apply to meetings of the committees to ensure communication and accountability to the full Council.

- Mayor to be ex-officio to all committees;
- Minutes of all meetings to be circulated to full Council;
- All Councillors able to attend but voting rights are for appointed committee members only.

Council has previously established the following committees. The Central Reserve Advisory Committee, Municipal Emergency Management Planning Committee have been added to the list of Advisory Committees.

Council Committees

- (a) Planning Committee

Advisory Committees

- (b) Audit Committee
- (c) Australia Day Advisory Committee
- (d) Central Reserve Advisory Committee
- (e) Colac Livestock Selling Centre Advisory Committee
- (f) Festival and Events Support Scheme Advisory Committee
- (g) Friends of the Colac Botanic Gardens Committee
- (h) Grants/Community Funding Advisory Committee
- (i) Lake Colac Co-ordinating Committee
- (j) Municipal Emergency Management Planning Committee (MEMPC)
- (k) Small Town Improvement Program Advisory Committee

**Proposal**

The following table provides details of each committee.

No changes are proposed to the Planning Committee as all Councillors are members of the committee. The appointment will be until the next statutory meeting.

**(a) Planning Committee**

Number of delegates to be appointed to Council	All Councillors
Meeting Details	Meets on 2 <sup>nd</sup> Wednesday of the month commencing at 10.30 am (except Dec) or more frequently as required.
Other Information	The Planning Committee has been established as a Special Committee under Section 86 of the <i>Local Government Act 1989</i> and Section 188 of the <i>Planning and Environment Act 1987</i> . The committee comprises all Councillors and has the power to determine on planning matters as set down in the Instrument of Delegation.
Previous Delegates	All Councillors
New Delegates	No change

**(b) Audit Committee**

Number of delegates to be appointed to Council	2 Councillors
Date Appointed	9 December 2009
Term of Appointment	Until next statutory meeting
Meeting Details	Quarterly or more frequently as determined
Other Information	Made up of 2 Councillors and 2 independent members. An independent member to be chairperson. The committee is an advisory committee of Council. CEO is non-voting member.
Previous Delegates	Cr Stephen Hart, Cr Stuart Hart
New Delegates	Cr Stephen Hart, Cr Stuart Hart

**(c) Australia Day Advisory Committee**

Number of delegates to be appointed to Council	4 Councillors
Date Appointed	9 December 2009
Term of Appointment	Until next statutory meeting
Meeting Details	Once per year December/January
Other Information	Purpose is to review nominations, select Australia Day Award winners in the various categories and discuss location of function.
Previous Delegates	Cr Buchanan, Cr Crook, Cr Russell, Cr Smith
New Delegates	Cr Buchanan, Cr Crook, Cr Russell, Cr Smith

**(d) Central Reserve Advisory Committee**

Number of delegates to be appointed to Council	1 Councillor
Date Appointed	9 December 2009
Term of Appointment	Until next statutory meeting
Meeting Details	Bi-monthly
Other Information	Purpose is to facilitate communication between Council, park users, local police and local residents about matters concerning planning, development, maintenance and operation of the reserve.
Previous Delegate	Cr Crook
New Delegate	Cr Crook

**(e) Colac Livestock Selling Centre Advisory Committee**

Number of delegates to be appointed to Council	1 Councillor
Date Appointed	9 December 2009
Term of Appointment	Until next statutory meeting
Meeting Details	Annual budget meeting and others as required
Other Information	Purpose is to provide advice on the operations of the centre and make recommendations to Council.
Previous Delegate	Cr Higgins
New Delegate	Cr Higgins

**(f) Festival and Events Support Scheme Advisory Committee**

Number of delegates to be appointed to Council	4 Councillors
Date Appointed	9 December 2009
Term of Appointment	Until next statutory meeting
Meeting Details	Once per year May/June
Other Information	Purpose is to consider the applications received for the Festival and Events Support Scheme and make recommendations to Council on any strategic directions for specific events on the support scheme.
Previous Delegates	Cr Buchanan, Cr Crook, Cr Russell, Cr Stuart Hart
New Delegates	Cr Buchanan, Cr Crook, Cr Russell, Cr Stuart Hart

**(g) Friends of the Colac Botanic Gardens Committee**

Number of delegates to be appointed to Council	1 Councillor
Date Appointed	9 December 2009
Term of Appointment	Until next statutory meeting
Meeting Details	Monthly
Other Information	Purpose is to undertake projects and advise Council on the care and protection of the Gardens.
Previous Delegate	Cr Smith
New Delegate	Cr Smith

**(h) Grants/Community Funding Advisory Committee**

Number of delegates to be appointed to Council	4 Councillors
Date Appointed	9 December 2009
Term of Appointment	Until next statutory meeting
Meeting Details	Once per year May/June
Other Information	Purpose is to consider the applications received for the Festival and Events Support Scheme and make recommendations to Council on any strategic directions for specific projects or the funding program.
Previous Delegates	Cr Crook, Cr Stephen Hart, Cr Stuart Hart, Cr Smith
New Delegates	Cr Crook, Cr Stephen Hart, Cr Stuart Hart, Cr Smith

**(i) Lake Colac Co-ordinating Committee**

Number of delegates to be appointed to Council	2 Councillors
Date Appointed	9 December 2009
Term of Appointment	Until next statutory meeting
Meeting Details	Quarterly
Other Information	Purpose is to be a forum to implement the Lake Colac Management Plan and the Lake Colac Master Plan. To advise Council on the revitalization and development of Lake Colac.
Previous Delegates	Cr Higgins, Cr Smith
New Delegates	Cr Higgins, Cr Smith

**(j) Municipal Emergency Management Planning Committee (MEMPC)**

Number of delegates to be appointed to Council	1 Councillor
Date Appointed	9 December 2009
Term of Appointment	Until next statutory meeting
Meeting Details	Quarterly
Other Information	Ensure the prevention of, the response to and the recovery from emergencies that could occur within the Shire.
Previous Delegates	Cr Stuart Hart
New Delegates	Cr Stuart Hart

**(k) Small Town Improvement Program Advisory Committee**

Number of delegates to be appointed to Council	4 Councillors
Date Appointed	9 December 2009
Term of Appointment	Until next statutory meeting
Meeting Details	Once per year in May and others as required
Other Information	Purpose is to consider the applications received for the Small Town Improvement Program.
Previous Delegates	Cr Stuart Hart, Cr Higgins, Cr Russell, Cr Buchanan
New Delegates	Cr Stuart Hart, Cr Higgins, Cr Russell, Cr Buchanan

**Attachments**

Nil

**Resolution**

***MOVED Cr Lyn Russell seconded Cr Stephen Hart***

***That Council make the following appointments to the following committees until the next Statutory Meeting of Council in December 2011.***

- (a) That Council appoint all Councillors as members of the Planning Committee;***
- (b) That Council appoint Cr Stephen Hart and Cr Stuart Hart as members of the Audit Committee;***
- (c) That Council appoint Cr Buchanan, Cr Crook, Cr Russell and Cr Smith as members of the Australia Day Committee;***
- (d) That Council appoint Cr Crook as member of the Central Reserve Advisory Committee;***
- (e) That Council appoint Cr Higgins as member of the Colac Livestock Selling Centre Advisory Committee;***
- (f) That Council appoint Cr Buchanan, Cr Crook, Cr Russell and Cr Stuart Hart as members of the Festival and Events Support Scheme Advisory Committee;***
- (g) That Council appoint Cr Smith as a member of the Friends of the Colac Botanic Gardens Committee;***

- (h) That Council appoint Cr Crook, Cr Stephen Hart, Cr Stuart Hart and Cr Smith as members of the Grants/Community Funding Advisory Committee;**
- (i) That Council appoint Cr Higgins and Cr Smith as members of the Lake Colac Co-ordinating Committee;**
- (j) That Council appoint Cr Stuart Hart as a member of the Municipal Emergency Management Planning Committee;**
- (k) That Council appoint Cr Stuart Hart, Cr Higgins, Cr Russell and Cr Buchanan as members of the Small Town Improvement Program Advisory Committee.**

**CARRIED 7 : 0**

**ST100812-4 COUNCILLOR APPOINTMENTS TO COMMITTEES AND  
EXTERNAL BODIES**

AUTHOR:	Colin Hayman	ENDORSED:	Rob Small
DEPARTMENT:	Executive	FILE REF:	GEN0460

**Purpose**

The purpose of this report is to appoint Councillors to various committees and external bodies.

**Declaration of Interests**

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**Background**

Council has Councillor/Officer representation on a number of committees with varying purposes from managing Council owned or managed facilities, to advising Council on issues and representing Council views on regional and statewide matters.

These committees vary on the number of meetings that are held each year and the role that a Councillor plays on them.

Most of the committees are usually outside the control of Council as they operate under their own charter and determine their procedures, policies and practices. Council involvement is to participate and influence the activities of those external groups where those activities are in the public's interest.

Council has previously appointed Councillors and officers to the various committees at its Statutory Meeting.

If formal representation is not required, Councillors could still attend meetings as specific issues arise or where invited by the committee.

The attached schedule of committees (attachment 1) provides for the information of Councillors to external committees for the next 12 months.

**Proposal**

The attached nomination of Councillors to Committees and External Bodies table provides details of each committee.

The table indicates:

- Committee and purpose
- Representative(s)
- Previous Councillor representative (appointed December 2009)
- Appointment to December 2011
- Meeting schedule
- Additional information

The appointments will be until the next statutory meeting of Council in December 2011.

### Steering Committee

The list does not include Steering Committees where Councillors have been appointed to a committee for a particular project eg. Birregurra and Forrest Structure Plans and Rural Living Strategy.

### Officers

In some cases an officer(s) still needs to be appointed to a committee on an annual basis.

- COPACC Trust (2) - Manager Recreation Arts & Culture and COPACC Manager;
- Corangamite Regional Library Corporation (1) - General Manager Corporate & Community Services;
- G21 Board (1) – Rob Small current representative, can either be a Councillor or officer;
- Otways Tourism Inc (1) – Manager Economic Development

### **Attachments**

1. Nomination of Councillors to Committees and External Bodies

### **Resolution**

***MOVED Cr Stuart Hart seconded Cr Stephen Hart:***

***That Council and officer nominations to committees and external bodies be agreed to as set out in Attachment 1 until the appointment of new representatives after the next Statutory Meeting of Council in December 2011.***

***CARRIED 7 : 0***



**NOMINATION OF COUNCILLORS TO COMMITTEES AND EXTERNAL BODIES**

Committee	Representatives	Previous Councillor Representation	Appointment to Dec 11	Meeting Schedule	Additional Information
Apollo Bay Harbour Redevelopment Community Reference Group <i>Involvement in the planning of the redevelopment of the harbour precinct.</i>	(1) Councillor	Cr Frank Buchanan	Cr Frank Buchanan	As required	Meetings at Apollo Bay
Apollo Bay Leisure Centre Liaison Group <i>Management of the Leisure Centre at Apollo Bay.</i>	(1) Councillor (1) Officer	Cr Frank Buchanan Bluewater Fitness Centre Manager	Cr Frank Buchanan Bluewater Fitness Centre Manager	As required	Meetings at Apollo Bay
Australian Local Government Association	(1) Councillor	Cr Lyn Russell	Cr Stephen Hart plus Mayor	Annually in June	Meetings in Canberra
Barnard Trust Committee <i>Administer scholarship fund bequeathed to 2 Colac public secondary schools</i>	(1) Councillor	Cr Brian Crook	Cr Brian Crook	Twice yearly	Meetings at Colac College when all results received
Barwon Regional Waste Management Committee <i>To provide a framework for strategic regional waste management planning.</i>	(1) Councillor (1) Officer	Cr Stephen Hart	Cr Stephen Hart	Quarterly Thursday 10 am – 2 pm	Regional meetings at various municipalities.
Colac Affordable Housing Strategy <i>To provide local input and advice on the implementation of the Housing Strategy.</i>	(2) Councillors	Cr Lyn Russell	Cr Lyn Russell	As required	Meetings in Colac
Colac Community Library and Learning Centre Joint Use Advisory Committee <i>Provide advice and recommendations for the consideration of the College Council and the Shire Council in relation to the operation and use of the facility.</i>	(1) Councillor (1) Officer	Cr Stephen Hart	Cr Stephen Hart	At least quarterly	Meetings at centre
Colac Otway Network of Community Centres <i>To participate in the development of community strengthening initiatives, sharing of community information and discussing community planning.</i>	(1) Councillor	Cr Lyn Russell	Cr Lyn Russell	Quarterly Tuesday 10 am – 12.30 pm	Meetings alternate between centres
Community Hub Inc. <i>Community Hub Inc is a Not-for-Profit community organisation whose purpose is to reduce disadvantage by working within the community to support disadvantaged residents of Colac and assists them to gain skills and employment.</i>	(1) Councillor		Either Cr Brian Crook or Cr Stephen Hart	Monthly	Community Hub Inc. has requested that a Councillor be appointed to their Executive Committee

Committee	Representatives	Previous Councillor Representation	Appointment to Dec 11	Meeting Schedule	Additional Information
COPACC Trust <i>The Trust is an independent committee appointed to accept donations to be used for the development of COPACC facilities and programs.</i>	(2) Councillors (2) Officers (4) Community Reps	Cr Chris Smith Cr Brian Crook Manager Recreation, Arts & Culture COPACC Manager	Cr Chris Smith Cr Brian Crook Manager Recreation, Arts & Culture COPACC Manager	Quarterly 2 <sup>nd</sup> Wednesday 8 – 9 am	Meetings at COPACC
Corangamite Regional Library Corp. <i>The Corporation determines policy in the delivery of services throughout the region (Warrnambool, Moyne, Corangamite, Colac Otway)</i>	(1) Councillor (1) Officer	Cr Stephen Hart General Manager Corporate & Community Services	Cr Stephen Hart General Manager Corporate & Community Services	Quarterly	Meetings at Terang
Dairy Industry Training Committee <i>To assist the Dairy Industry with suggested training.</i>	(1) Councillor	Cr Chris Smith	Cr Chris Smith	Monthly or as required	Meetings at Colac Otway Shire Offices
Geelong Otway Tourism Board <i>To set strategic long term direction and priorities for Geelong Otway Tourism Inc, a well-recognised regional tourism body, incorporating Geelong, Bellarine, Colac Otway and Surfcoast.</i>	(1) Councillor	Cr L:yn Russell	Cr L:yn Russell	Monthly Thursday 9 am	Meetings at Geelong Otway Tourism Offices
G21 Board <i>To oversee the management of the company, set the strategic direction of the company, monitor overall performance, financial performance and governance.</i>	Councillor or Officer	Chief Executive Officer Mayor	Chief Executive Officer Mayor	Monthly Last Friday of month 9 – 11 am	Meetings at member Councils
Great South Coast Municipalities Group <i>To advocate and co-ordinate planning on regional issues (8 municipalities)</i>	Mayor	Mayor	Mayor	Quarterly 3 <sup>rd</sup> Friday 10 am	Meetings at member Councils
Lavers Hill Swimming Pool Committee of Management <i>To monitor and review management of the Lavers Hill Pool.</i>	(1) Councillor (1) Officer	Cr Stephen Hart Bluewater Fitness Centre Manager	Cr Stephen Hart Bluewater Fitness Centre Manager	Quarterly	Meetings at Lavers Hill
Municipal Aerodrome Committee – Colac <i>Manage day to day operations and maintenance.</i>	(1) Councillor (1) Officer	Cr Geoff Higgins	Cr Geoff Higgins	As required.	Meetings at 1 Bromfield St Colac
Municipal Association of Victoria <i>To act as a Victorian Local Government Peak Body.</i>	(1) Councillor	Cr Stephen Hart	Cr Stephen Hart	2 per year	Meetings in Melbourne

Committee	Representatives	Previous Councillor Representation	Appointment to Dec 11	Meeting Schedule	Additional Information
Municipal Fire Prevention Committee <i>Manage requirements of the Beeac and Corangamite brigade groups.</i>	(1) Councillor (1) Officer	Cr Stuart Hart	Cr Stuart Hart	Twice yearly	Meetings at COPACC
Old Beechy Line Committee <i>To monitor and review development of the line. Section 86 Committee of Management under Council.</i>	(1) Councillor (1) Officer Community/ Organisation Reps	Cr Chris Smith	Cr Chris Smith	Bi monthly 2 <sup>nd</sup> Monday of month 10 am – 12 noon	Meetings at COPACC
Ondit Quarry Consultative Committee <i>Required by VCAT to manage concerns between landholders and the quarry operations.</i>	(1) Councillor (1) Officer	Cr Geoff Higgins	Cr Geoff Higgins	Quarterly	Meeting location varies
Otways Tourism Inc. <i>The Board is an independent body appointed to develop policy and implement strategies facilitating tourism marketing and information services.</i>	(1) Councillor (1) Officer	Cr Lyn Russell Manager Economic Development	Cr Lyn Russell Manager Economic Development	Monthly 3 <sup>rd</sup> Tuesday 10 am – 1 pm	Alternate meeting venue between Colac and Apollo Bay
Port of Apollo Bay Consultative Group <i>To consider issues related to the Port of Apollo Bay.</i>	(1) Councillor (2) Officers	Cr Frank Buchanan	Cr Frank Buchanan	Quarterly Thursday 4.30 pm	Meetings at AB Office. Meeting dates set at meeting.
Premier Recreation Reserve Committee <i>To monitor and review development of Central Reserve.</i>	(1) Councillor (1) Officer	Cr Brian Crook	Cr Brian Crook	Bi monthly 2 <sup>nd</sup> Wednesday 6 – 7 pm	Meetings at Hockey Club rooms.
Public Open Space Strategy Steering Committee <i>To assist Council in understanding the project and contribute to its development through the process.</i>	(1) Councillor (4) Officers		Cr Frank Buchanan	4- 5 times	The project will commence mid December 2010 and be completed by 30 June 2011
Rural Financial Counselling Service Vic – Wimmera Southwest (RFC)	(1) Councillor	Cr Lyn Russell	Cr Lyn Russell	Bi monthly 12 – 1pm	Meetings at DPI Office Colac
Timber Towns Committee <i>MAV Working Group to examine the issues of municipalities which have a significant forestry industry.</i>	(1) Councillor (1) Officer	Cr Geoff Higgins	Cr Geoff Higgins	Bi monthly. 2 <sup>nd</sup> Friday of month 10.00 am	Meetings at MAV Melbourne

Committee	Representatives	Previous Councillor Representation	Appointment to Dec 11	Meeting Schedule	Additional Information
Tirrengower Drainage Scheme Committee of Management <i>Manage drainage scheme. Discuss maintenance issues etc</i>	(1) Councillor (1) Officer	Cr Geoff Higgins	Cr Geoff Higgins	Monthly 1 <sup>st</sup> Wednesday 8 pm	Meetings at Swan Marsh Hall
Transport Connections Local Advisory Group <i>To support and monitor the Transport Connections project at a local level.</i>	(1) Councillor	Cr Stuart Hart	Cr Stuart Hart	6 weekly	Group includes shire staff plus a number of representatives from other community groups.
Victoria Regional Botanic Gardens Network Executive and BGANZ Council <i>To participate on the Executive and Council.</i>	Staff member			Quarterly	Meetings at regional venues
Weeds Consultative Committee	(1) Councillor	Cr Geoff Higgins	Cr Geoff Higgins	Quarterly	Meetings at COPACC
Youth Council <i>To pursue initiatives for young people across the Shire in accordance with mission statement.</i>	(1) Councillor (1) Officer Young People (up to 15 members)	Cr Chris Smith	Cr Chris Smith	Fortnightly as per charter Monday 4 – 5 pm	Meetings at COPACC Additional commitments ie. overnight Beechy Walk
<b>G21 Pillar Membership</b>					
G21 Board	CEO	Cr Brian Crook	Cr Brian Crook	As required	
Economic Development	Mike Barrow	Cr Frank Buchanan	Cr Frank Buchanan	As required	
Environment	Stewart Anderson	Cr Stephen Hart	Cr Stephen Hart	As required	
Health & Wellbeing	CEO	Cr Lyn Russell	Cr Lyn Russell	As required	
Planning & Services	Jack Green Paul Marsden Doug McNeil	Cr Stephen Hart	Cr Stephen Hart	As required	
Transportation	Neil Allen Greg Fletcher	Cr Stuart Hart	Cr Stuart Hart	As required	
Education & Training		Cr Brian Crook	Cr Brian Crook	As required	

*The Meeting Was Declared Closed at 4.14 pm*

**CONFIRMED AND SIGNED** at the meeting held on 15 DECEMBER 2010

.....**MAYOR**