

Corangamite Shire

AGENDA

Ordinary Council Meeting

7.00 pm • Tuesday 22 May 2018

*Killara Centre
210-212 Manifold Street, Camperdown*

Order of Business

1. PRAYER
2. APOLOGIES
3. DECLARATIONS OF CONFLICT OF INTEREST
4. CONFIRMATION OF MINUTES
RECOMMENDATION
That the Minutes of the Corangamite Shire Ordinary Council meeting held on Tuesday 24 April 2018 be confirmed.
5. DEPUTATIONS & PRESENTATIONS
6. COMMITTEE REPORTS
7. PLANNING REPORTS
8. OFFICERS' REPORTS
9. OTHER BUSINESS
10. OPEN FORUM
11. CONFIDENTIAL ITEMS

ANDREW MASON
CHIEF EXECUTIVE OFFICER

DISCLAIMER

The advice and information contained herein is given by the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written enquiry should be made to the Council giving the entire reason or reasons for seeking the advice or information and how it is proposed to be used.

Table of Contents

Item No.		Page No.
1.	PRAYER	1
2.	APOLOGIES	1
3.	DECLARATIONS OF CONFLICT OF INTEREST	1
4.	CONFIRMATION OF MINUTES	1
5.	DEPUTATIONS & PRESENTATIONS	3
6.	COMMITTEE REPORTS	4
7.	PLANNING REPORTS	5
8.	OFFICERS' REPORTS	6
8.1	ESSENTIAL SAFETY MEASURES POLICY REVIEW 2018.....	6
8.2	SWIMMING POOL SEASON REVIEW 2017-2018.....	13
8.3	PROVISION OF ELECTRICITY AGREEMENT 2018	21
8.4	QUICK RESPONSE GRANTS ALLOCATION MAY 2018.....	25
8.5	STATE BUDGET 2018-2019	28
8.6	FEDERAL BUDGET 2018-2019	30
8.7	RECORDS OF ASSEMBLY OF COUNCILLORS	33
9.	OTHER BUSINESS	38
10.	OPEN FORUM	39
11.	CONFIDENTIAL ITEMS	40

5. DEPUTATIONS & PRESENTATIONS

1. Members of the public may address Council under this section of the Agenda of an Ordinary Meeting of the Council if:
 - a) The person is addressing the Council in respect to a submission on an issue under Section 223 of the *Local Government Act*, or
 - b) The person has requested that they address Council on an issue and the Mayor has agreed that they be heard.
2. Requests to address Council must be received by 5.00 pm on the day prior to the scheduled Ordinary Meeting of the Council.
3. Presentations made to Council in this section of the Agenda may not exceed five minutes in length, although Councillors may ask questions proceeding each presentation. If a presentation exceeds five minutes in length, the Mayor may request that the presenter ceases to address Council immediately.

6. COMMITTEE REPORTS

Nil.

7. PLANNING REPORTS

Nil.

8. OFFICERS' REPORTS

8.1 Essential Safety Measures Policy Review 2018

Author: Jane Hinds, Property Officer

File No: D18/193

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

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

Author - Jane Hinds

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

Summary

The Essential Safety Measures Policy aims to ensure that essential safety standards in Council owned and occupied buildings are maintained and comply with the appropriate regulation, legislation or Australian Standards. The policy has been reviewed and updated with only a minor amendment.

Introduction

The Essential Safety Measures Policy is a general policy designed to ensure that Council owned or occupied buildings meet the requirements of the National Construction Code.

The framework of Essential Safety Measures provision assists Council to reduce its exposure to risk and to provide for the safety of people in a building or place of public entertainment.

Issues

Essential safety measures are the fire, life safety and health items installed or constructed in a building to ensure adequate levels of life and fire safety over the life of the building.

There are four categories of essential safety measures which require routine inspections:

1. Fire equipment
2. Electrical fittings
3. Air conditioning/mechanical ventilation systems
4. Exit doors, paths of egress and passive fire elements.

Essential safety measures include all traditional building fire services such as sprinklers, mechanical services, and also fire doors, fire rated structures and other building infrastructure items such as paths of travel to exits and exit doors.

An essential safety measure, for the purpose of the Regulation, is provided for the safety of people in a building or place of public entertainment. The primary objective of essential safety measures legislation is to ensure that every essential safety measure continues to perform at the same level of operation that existed at the time of commissioning and issue of the occupancy permit.

Maintenance involves identification of relevant passive and active safety measures as required by the National Construction Code, periodic checks and inspections in accordance with relevant Australian Standards, and proper documentation and records of annual reports. All electrical and emergency inspections and maintenance carried out at the building gets recorded in a logbook. The purpose of the log book is to keep all relevant essential safety measures records within the one location for review by the Municipal Building Surveyor or as a reference in the event of an emergency. All other documentation relating to essential safety measures will be integrated into Council’s assets management and documentation management systems.

Council has the overall responsibility for the maintenance of essential safety measures to ensure that Council owned or occupied buildings meet the requirements of the National Construction Code as per Table 1 below. This table captures the essential safety measure requirements applicable to current Council owned or occupied buildings.

Essential Safety Measure	Applicable Maintenance Standard	Maintenance Frequency
Building Fire Integrity		
Fire indices for materials	BCA Table 1.1	Annually
Fire rated building elements	AS 1851 2005 Section 17	Annually
Means of Egress		
Paths of travel to exits	BCA Table 1.2	Every 3 months
Automatic sliding door	BCA Table 1.2	Every 3 months
Exit doors	BCA Table 1.2	Every 3 months
Signs		
Emergency lighting & exit signs	AS 2293.2	Every 6 months
Exit signs	AS 2293.2	Every 6 months
Lighting		
Emergency lighting	AS 2293.2	Every 6 months
Fire Fighting Services and Equipment		
Fire hose reel systems	AS 1851 2005 Section 14	Every 6 months
Portable fire extinguishers	AS 1851 2005 Section 15.4	Every 6 months
Fire hydrants & mains	AS 1851 2005 Section 4	Every 6 months

Table 1: Essential Safety Measure Requirements

The policy review proposes only one amendment which is to update the reference to the current Council Plan. The policy is very much driven by maintenance standards and given there has been no change to the standards in the past two years, it is proposed to continue with this policy.

Policy and Legislative Context

The Essential Safety Measures policy has been developed to ensure all Council owned and occupied buildings, other than a house or outbuilding comply with the appropriate regulation, legislation or Australian Standards.

The Essential Safety Measures policy is also in keeping with the commitments in the Council Plan 2017-2021:

Council will demonstrate high levels of ethical behaviour and governance standards.

Deliver high quality, optimally used, sustainable community facilities.

Internal / External Consultation

The Essential Safety Measures Policy is an existing policy that has been reviewed internally by Council's Facility and Recreation Department, Council's Municipal Building Surveyor and Senior Officers.

Financial and Resource Implications

There will be no costs to Council associated with the implementation of the review of this policy.

Council currently allocates \$16,500 as part of its recurrent budget allocations to complete essential safety measure checks and maintenance of defective units at Council owned and occupied buildings.

Options

Council may choose to adopt the reviewed Essential Safety Measures Policy as prepared, with amendments, or choose not to adopt the policy.

Conclusion

The Essential Safety Measures policy is a necessary Council policy which reflects the need to ensure that Council owned or occupied buildings meet the requirements of the National Construction Code.

RECOMMENDATION

That Council:

- 1. Revokes the previous Essential Safety Measures Policy dated May 2016.**
- 2. Adopts the Essential Safety Measures Policy dated May 2018.**

Attachments

1. Essential Safety Measures Policy Review 2018 - Under Separate Cover
2. Essential Safety Measures Policy 2018



**CORANGAMITE
SHIRE**

Essential Safety Measures

Corangamite Shire
May 2018

Council Policy



Essential Safety Measures Policy

Introduction

The Essential Safety Measures Policy is designed to ensure that Council owned or occupied buildings meet the requirements of the National Construction Code.

The framework of Essential Safety Measure provision should assist Council to reduce its exposure to risk and provide guidance to Council officers on how the regulation is to be administered. The Essential Safety Measures Policy is consistent with the Council Plan 2017-2021:

Council will demonstrate high levels of ethical behaviour and governance standards

Deliver high quality, optimally used, sustainable community facilities.

Purpose

The purpose of this policy is to establish a framework to ensure that essential safety standards in Council owned and occupied buildings is maintained and complies with the appropriate regulation, legislation or Australian Standards.

Scope

This policy is applicable to all Council owned and occupied buildings, other than a house or outbuilding.

Definitions

'Act' - The *Building Act 1993* is the primary legislation relating to the construction of buildings and the enforcement of building standards in the State of Victoria.

'Essential Safety Measure' - An essential safety measure, for the purpose of the Regulation, is provided for the safety of people in a building or place of public entertainment. This definition of essential safety measure encompasses the industry practice of referring to all safety measures, essential services, safety fittings, and equipment under the one definition of essential safety measures.

'Regulations' - The Building Regulations are the statutory legislation relating to the administrative requirements for the construction of buildings in the State of Victoria. The Regulations require the building owner to maintain all safety fittings, equipment and safety features as well as those items listed as essential safety measures.

National Construction Code of Australia (NCC) – The NCC is an initiative of the Council of Australian Governments (COAG) developed to incorporate all on-site construction

Adopted at Council on: 22 May 2018
Agenda Item:
Responsibility: Property Officer
File Number: D/18/18323

Department: Works & Services
To be reviewed by: May 2022
Policy Number: INFRA 39-02
Page Number: 2

Corangamite Shire Council Policy – Essential Safety Measures Policy

requirements. The NCC comprises the Building Code of Australia (BCA), Volume One and Two; and the Plumbing Code of Australia (PCA), as Volume Three.

Building Code of Australia (BCA) - The BCA provides the technical provisions for the construction of buildings in Victoria and is adopted by law in the Building Regulations. Where referred the most current BCA is to be adopted.

‘Maintenance’ - This is a requirement that any Essential Safety Measure installed or built into a building be maintained in a state and to a level to fulfil the purpose of which they are provided.

References

Local Government Act 1989

The Building Act 1993

Essential Safety Measures Maintenance Manual (4th Edition) Building Commission

Victorian Building Authority, Practice Note 2016-23, February 2016

Policy Detail

Council has the overall responsibility for the maintenance of essential safety measures to ensure that Council owned or occupied buildings meet the requirements of the National Construction Code as per Table 1 below. This table captures the essential safety measure requirements applicable to current Council owned and managed buildings. To view the full list reference should be made to the Victorian Building Authority.

Essential Safety Measure	BCA Provisions for Determining Standard of Performance	Nature and/ or Frequency of Test or Inspection
Means of Egress		
Paths of travel to exits	D1.6	Inspection every three months to ensure there are no obstructions and no alterations
Discharge from exits (including paths of travel from open spaces to the public roads to which they are connected)	D1.7, D1.9 to D1.11, D2.12 G4.3, G4.6, G4.7	Inspection every three months to ensure there are no obstructions and no alterations
Signs		
Exit signs (including direction signs)	Specification D1.12	Every 6 months to AS2293.2-1995
Lighting		
Emergency lighting	E4.2, E4.4	Every 6 months to AS / NZS 2293.2-1995
Fire Fighting Services and Equipment		
Fire hose reel systems	E1.4	As per AS 1851-2012
Portable fire extinguishers	E1.6	As per AS 1851-2012
Fire hydrants system (including on-site pump set and fire service booster connection)	E1.3	As per AS 1851-2012

Table 1 Essential Safety Measure Requirements

Adopted at Council on: 22 May 2018
 Agenda Item:
 Responsibility: Property Officer
 File Number: D/18/18323

Department: Works & Services
 To be reviewed by: May 2022
 Policy Number: INFRA 39-02
 Page Number: 3

Corangamite Shire Council Policy – Essential Safety Measures Policy

By conducting the required inspections this will ensure:

- That systems and procedures are implemented to ensure the monitoring and recording of essential safety measures at intervals determined by the legislative requirements
- That all essential safety measures maintenance records, logs and inspection/remedial works documentation are regularly updated and filed for easy access and be available for review by the relevant authority, whether this be through an online system or hardcopy document
- That all reasonable and justifiable recommendations made by essential safety measures maintenance contractors are acted upon in a timely manner so as to ensure the essential services function as designed are not compromised
- That an annual essential safety measures report on the buildings essential safety measure is undertaken and a signed audit report is completed for each building owned or occupied by Council.

Council will engage suitably qualified persons to perform all required inspections and tests on the essential safety measures, strictly in accordance with the relevant Australian Standard or National Construction Code.

Review Date

This policy will be reviewed in 2022, or earlier as required by changed circumstances including changes to the legislation and policies of Corangamite Shire, the Victorian Government and its agencies or Federal Government and its agencies.

It is considered that this Policy does not impact negatively on any rights identified in the *Charter of Human Rights Act (2006)*.

Adopted at Council on: 22 May 2018
Agenda Item:
Responsibility: Property Officer
File Number: D/18/18323

Department: Works & Services
To be reviewed by: May 2022
Policy Number: INFRA 39-02
Page Number: 4

8.2 Swimming Pool Season Review 2017-2018

Author: Jarrod Woff, Manager Facilities and Recreation

File No: D18/178

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

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

Author - Jarrod Woff

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

Summary

To report on the operations of Council's swimming pools for the 2017-2018 season, including attendances, programs, facility improvements and general operations.

Introduction

Council's swimming pools provide safe and accessible aquatic recreation facilities to serve local needs throughout the Shire. In July 2017, Ballarat YMCA was awarded the contract for the management of the six outdoor pools for the period 1 July 2017 to 30 June 2019.

The 2017-2018 season commenced in late November 2017 and concluded in mid-March 2018.

Issues

There were a total of 46,612 attendances across all pools in 2017-2018, compared to the 2016-2017 season where attendances were 50,801. This is an 8% decrease on the previous year's patronage, Cobden Swimming Pool experienced an increase in attendances across the season from the prior year as outlined in Figure 1.

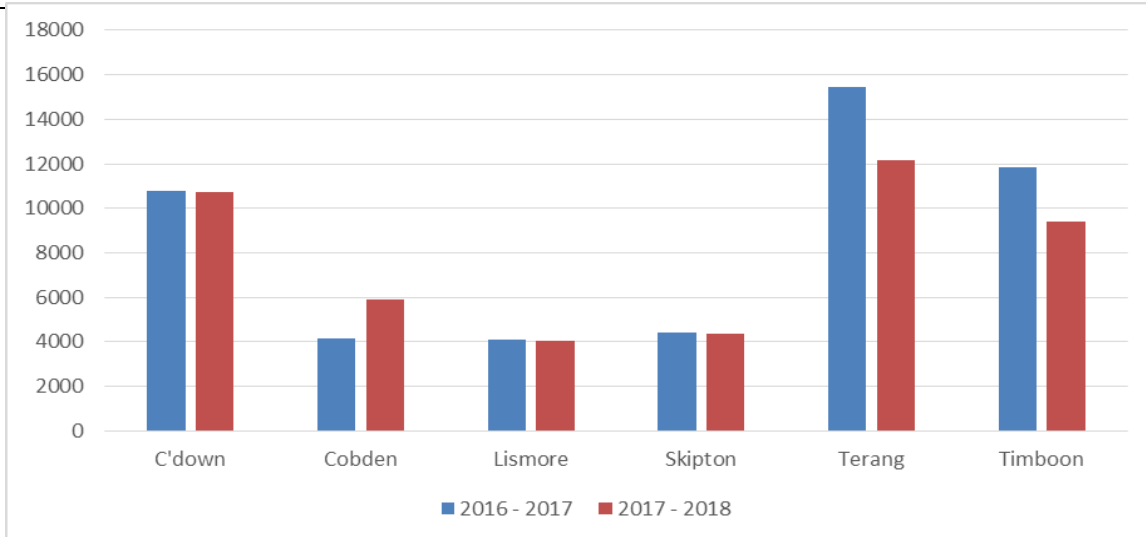


Figure 1: Attendances at Corangamite Shire swimming pools for the 2016-2017 and 2017-2018 seasons

A monthly attendance graph, with accumulated attendance is highlighted below, it provides insight into the attendance rates in seasons 2016-2017 and 2017-2018. The graph shows that attendance was on par throughout the season, however, there was a significant decline in the month of March.

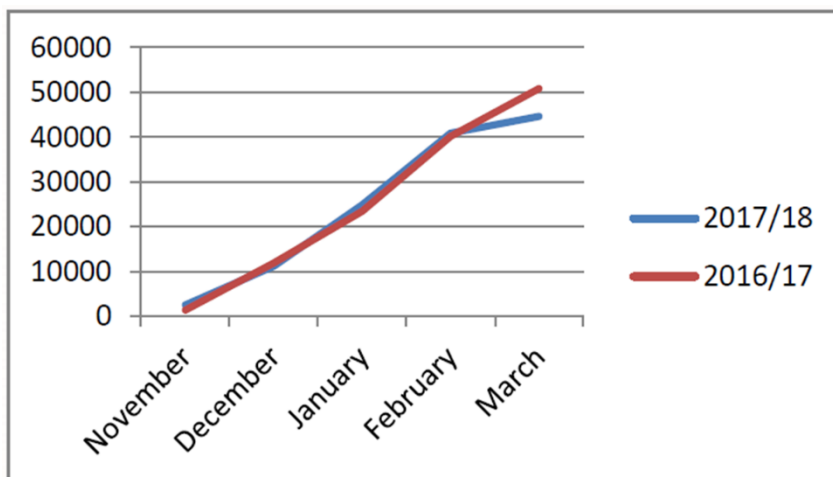


Figure 2: Accumulative monthly attendance rates

There are a range of factors that can be attributed to the lower attendance in March;

- The average mean temperature was lower than the previous season.
- There were less programmed activities over the month of March compared to season 2016-2017 (twelve activities were conducted in 2016-2017 compared to nine in 2017-2018).
- Earlier than scheduled closures across some facilities due to the South West Complex Fires.
- Service disruptions.

A number of service disruptions also took place throughout 2017-2018, details of these are outlined in below:

Swimming Pool	Details of Closures
Camperdown	<ul style="list-style-type: none"> • Closure Sunday 18 March • Cancellation of end of season activities
Cobden	<ul style="list-style-type: none"> • Closure Sunday 18 March • Closure Monday 19 March • Closure Tuesday 20 March
Skipton	<ul style="list-style-type: none"> • Closure Sunday 18 March • Cancellation of annual triathlon event & end of season activities
Terang	<ul style="list-style-type: none"> • Closure Sunday 18 March • Cancellation of annual aquathon & end of season activities

Table 1 Summary of emergency event effects on swimming pool services

Further analysis of the attendance rates over the previous five years, shows the second highest attendance ever recorded in season 2015-2016 and a slight decline over the past two years. However, in looking at the five year average, attendance in season 2017/2018 is above average.

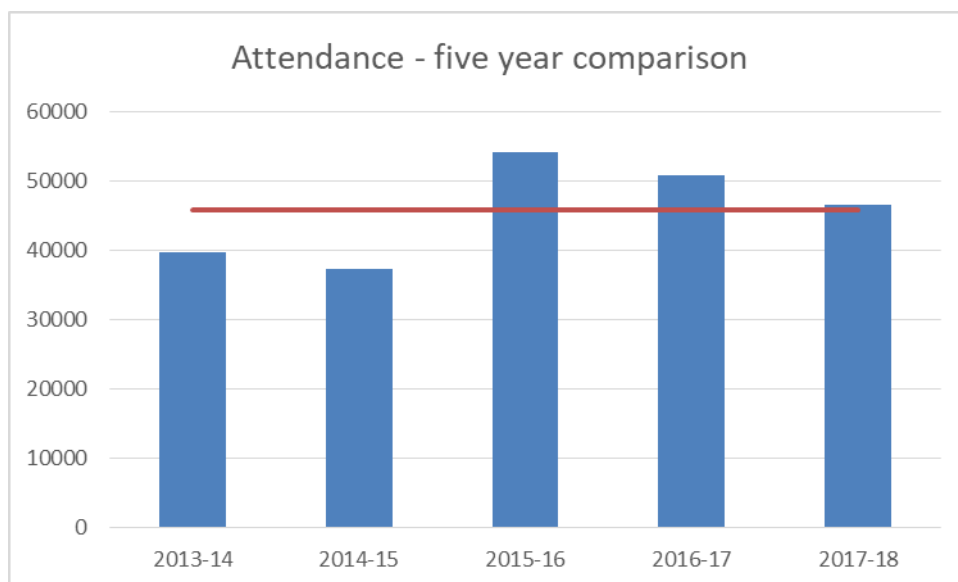


Figure 3: Attendance comparison past five years

A review of the weather patterns across the pool season is highlighted in Table 2 below and helps to explain the relationship between the temperature and the pool attendance figures.

Month	Attendance		Average Mean Temperature		Days under 18 degrees		Days rained	
	2016-2017	2017-2018	2016-2017	2017-2018	2016-2017	2017-2018	2016-2017	2017-2018
November	1,320	2,605	19.7	24.7	15	6	18	10
December	10,583	8,842	24.6	24.3	2	4	13	10
January	11,513	13,634	27.1	29	0	0	9	3
February	16,728	17,037	26.1	28	2	0	9	6
March	10,657	4,494	27.6	25.2	2	2	7	7
TOTALS	50,801	46,612	25.0°	26.24	21	12	56	36

Table 2: Analysis of weather activity; statistics sourced from the Bureau of Meteorology

The graph below demonstrates there is a relationship with weather patterns and attendance. December and March were months that had a lower average mean temperature than the previous season, this correlates with a lower number of attendances recorded in these months for season 2017-2018.

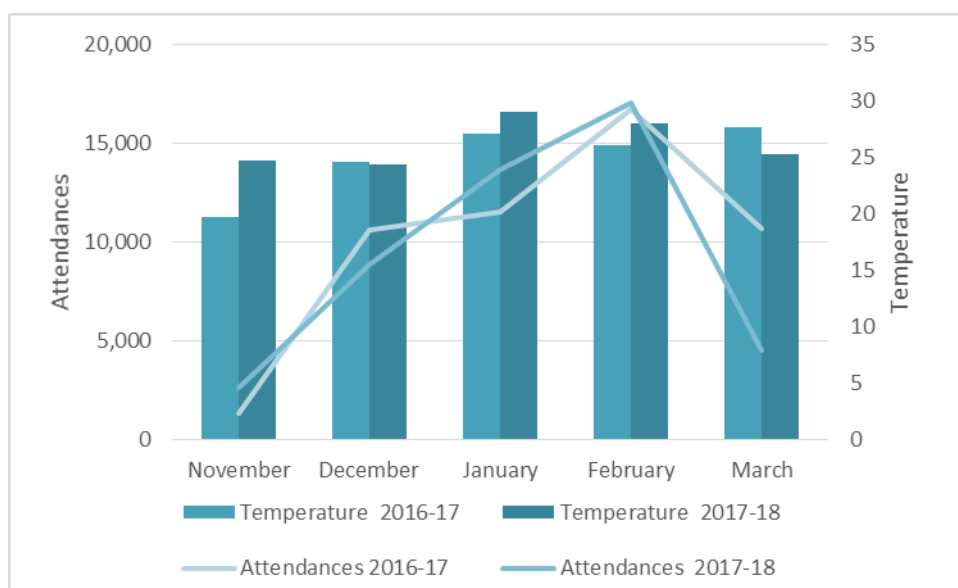


Figure 4: Total attendance at all pools by month vs Average mean temperature by month

Programs

A range of programs were offered at the pools including early morning lap swimming, pool parties, birthday parties, family BBQ nights, triathlons, aquathon, dive in movies, water polo and water aerobics. These programs encourage participation and assist in the overall patron numbers attending the swimming pools.

This year Aquatic Recreation Victoria’s renowned VicSwim program was again conducted across all six swimming pools. This service provides life-saving skills for school aged residents and/or visitors.

Council’s committees were again active and provided a number of benefits to the community, with highlights provided in the table below.

Facility	Committee Activities
Camperdown	<ul style="list-style-type: none"> • Purchased inflatable toys • Conducted lap swim challenge
Cobden	<ul style="list-style-type: none"> • Fundraising for shade sails • Purchases inflatable toys
Lismore	<ul style="list-style-type: none"> • Conducted lap swim challenge • Conducted activities on the hill family fun days
Skipton	<ul style="list-style-type: none"> • Conducted lap swim challenge • Purchase of new pool mat
Terang	<ul style="list-style-type: none"> • Freeza Youth Event • Conducted movie night fundraiser
Timboon	<ul style="list-style-type: none"> • Conducted lap swim challenge • Conducted Australia Day Triathlon

Table 3: Summary of Pool committee activities

Corangamite Shire Swimming Pools Facebook Page

As a communication tool, social media has represented a significant opportunity for Corangamite Shire to provide a platform for community members to voice their opinion, connect with their local swimming pool in an informal way and to stay up to date with activities happening at the pools.

The Corangamite Shire Swimming Pools Facebook page was well utilised by most pools during the season with most major programs and activities promoted via this medium. The page drew 1,028 individual followers, which is 260 up on the 2016-2017 season. 169 posts were made across all six pools during the season, a summary of these posts is provided under separate cover and summarised below.

Facebook page summary
<ul style="list-style-type: none"> • Event activity posts including images or video were on average the highest rating posts compared to written posts with no images
<ul style="list-style-type: none"> • Messages and comments were replied to by Pool Managers in a timely manner
<ul style="list-style-type: none"> • The Timboon Pool Koala video reached over 77,000 Facebook users
<ul style="list-style-type: none"> • Majority of comments were positive, any negative or questioning posts were responded to with information from Pool Managers in a timely manner
<ul style="list-style-type: none"> • Comments included people sharing childhood memories of the facility, visitors outside of the Corangamite region showing appreciation for the facilities and that water quality was well maintained across all pools
<ul style="list-style-type: none"> • Page is monitored by Corangamite Shire Council and YMCA Management

Table 4: Summary of comments from Facebook

Healthy kiosk options

On the back of the introduction of the sugary drink free initiative in season 2016-2017, the YMCA in conjunction with Corangamite Shire reviewed food options available in pool kiosks for the 2017-2018 season.

This initiative involved reviewing food choices in line with the Healthy Choices Guidelines developed by the Victorian Government. The guidelines use a traffic light system to classify foods and drinks as green (best choices), amber (choose carefully) or red (limit).

The outcomes from this review has seen a decreased availability and minimizing portion sizes of red categorised foods and increasing the availability of amber and green foods, ensuring swimming pool patrons were still able to make a decision on foods purchased and consumed.

Fees

Fees for season 2017-2018 were increased in line with CPI.

Fees were presented to pool committee members at the annual Central Pools Meeting held 3 May 2017.

Facility Improvements and Maintenance

General maintenance items were completed prior to the season and as required throughout the season. Additional works will be completed over the winter period to ensure the issues that could not be fixed at the time of identification are resolved prior to the 2018-2019 season.

Prior to season 2017-2018, the solar heating at the Timboon Swimming Pool was replaced through Council’s capital works budget and a significant contribution from the Timboon Pool Committee.

Customer Satisfaction

Feedback was sought on the performance of YMCA staff including greeting, helpfulness, proactive control and supervision, pool water quality, presentation of pool surrounds and the programs available. Customer Service Surveys were conducted at all pools with patrons at each of the facilities highlighting that staff either met or exceeded expectations in all these key performance indicators.

In total, 326 people were surveyed across the six pools. A summary of responses is outlined below;

Service Area	Exceeded Expectations	Met Expectations	Below Expectations
Facility Cleanliness	176	97	1
Standard of pool grounds	160	117	7
Water quality	171	97	0
Water temperature	116	138	11
Management of Pool	169	107	0
YMCA Staff	170	94	0
Programs/Activities	115	77	3

Table 5: Summary of pool survey results

In addition to the paper based feedback forms available at each of the swimming pools, the YMCA publicised an online survey available to all pool users. The survey aimed to seek feedback on their experience during the 2017-2018 season and what they would like to see available heading into next year.

The online survey returned 42 responses of which 57% were season pass holders and regular visitors and 43% who were casual visitors to the pools. Of the season pass holders that undertook the survey, 95% were family season pass holders and were providing responses on behalf of their own and their children’s experiences. A summary of responses is outlined in Table 6 below.

Survey Area	Survey Outcomes
Top three reasons why patrons purchased a season pass	<ol style="list-style-type: none"> 1. Value over the season 2. Family activity 3. To support the local pool
Reason why patrons choose to visit the pool	<ol style="list-style-type: none"> 1. Family activity 2. Cool off on hot days 3. Learn to swim
Future programs	<ol style="list-style-type: none"> 1. Water fitness classes 2. Swimming lessons- adults & children 3. Health and wellness sessions

Table 6: Summary of online pool survey results

Verbal feedback from patrons throughout the season provided positive comments especially regarding staff rapport, events, pool water quality and cleanliness of amenities and grounds.

There are a number of waterways around the Corangamite region, the swimming pools provide an invaluable opportunity for young people to increase swimming and water safety skills and reduce the risk of drowning and increase participation in safe aquatic activity.

The swimming pools have provided a range of health and wellbeing outcomes for residents of the Corangamite Shire in 2017-2018. Safe and accessible swimming pool facilities have provided the community with an opportunity to improve their health, mental and social wellbeing by providing family friendly and accessible facilities, activities and programs.

Policy and Legislative Context

The swimming pool service is acknowledged through Council's commitment to the community's wellbeing, lifestyle and related infrastructure as stated in both the Health and Wellbeing Plan and the Council Plan 2017-2021:

We are committed to working towards ensuring the safety, health and wellbeing of our communities.

Council will provide and support a range of opportunities that support people to engage in healthy and active lifestyles, the arts, recreation and sport.

Improve the health and wellbeing of our community.

Internal / External Consultation

Council's swimming pool service for 2017-2018 season has been evaluated by facility users across all pools. The survey results indicate that for all pools most service areas met or exceeded patron expectations especially in regards to management by staff, pool surrounds and lawns and water quality.

Council's swimming pool service is supported by local pool committees comprising membership from the community including swimming clubs, schools and general community.

Annual General Meetings were held by each Swimming Pool Committee prior to the season to elect members of each committee. The Swimming Pool Committees have input into the delivery of the service in a manner which best suits its local community including:

- length of season
- operating hours
- programs
- lap swimming sessions.

Financial and Resource Implications

The total budget for pool operations in 2017-2018 was \$530,878, which includes contract, maintenance and utility costs. Based on total attendance of 46,612 this meant a cost of \$11.38 per person to utilise the pools during the season. In comparison, the pool operations cost of 2016-2017 was \$524,882 (including contract, maintenance and utilities) and with an attendance of 50,801, this meant a cost of \$10.33 per person to utilise the pools during that season.

The total budget for capital works for the 2017-2018 financial year was \$30,000.

In accordance with the contract for management of the facilities, all income generated from the operation of the swimming pools is retained by the Contractor apart from a percentage of the entry income (user fees) which is given to each pool committee for reinvesting into minor equipment or programs at their respective facility.

Options

Council may or may not receive the 2017-2018 report on the operations of Council's swimming pool season.

Conclusion

The 2017-2018 season provided a range of programs and a high standard of satisfaction within the community.

There were a total of 46,612 attendances across all pools in 2017-2018, compared to 50,801 attendances in 2016-2017. Council's continued contribution and support of these assets ensures opportunities for participation in an active and healthy lifestyle which serve the local needs of the Corangamite community. Residents utilising the facilities have been positive in the past two seasons and should continue to be so given the financial cost of these facilities.

The swimming pools continue to provide a range of health and wellbeing outcomes for residents of the Corangamite Shire.

RECOMMENDATION

That Council receives the report on Council's swimming pool operations for the 2017-2018 season.

Attachments

1. Corangamite Shire Swimming Pools Facebook Page - Under Separate Cover

8.3 Provision of Electricity Agreement 2018

Author: Jarrod Woff, Manager Facilities and Recreation

File No: D18/198

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

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

Author - Jarrod Woff

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

Summary

The purpose of this report is to approve the purchase of electricity through the tender process undertaken by MAV for the electricity supply to Council's metered sites for the period 1 July 2018 to 30 June 2021.

Introduction

MAV, acting as the tendering agent for multiple local government authorities and business agencies including Corangamite Shire, has received an offer for the delivery of electricity supply to Council's metered sites.

This service provides electricity supply to Council's small and large metered sites for the period 1 July 2018 to 30 June 2021.

Council currently receives electricity supply from AGL through a contract arrangement with Procurement Australia. This agreement was entered into for the period 1 July 2016 to 30 June 2018, with two (2) one-year options exercisable at the discretion of Procurement Australia and Corangamite Shire.

Issues

Council currently has ninety five metered sites throughout the Shire for which AGL currently supplies electricity, whilst five (5) sites are supplied by Origin. The current contract is due to expire on 30 June 2018.

Council has been under contract through Procurement Australia for the period 1 July 2016 to 30 June 2018, with two (2) one-year options. At this time Council had the option to review its ongoing involvement with the contract. Procurement Australia exercised its discretion and went back to market seeking better rates from suppliers as part of a procurement process.

Council also assessed its options and considered various other channels to seek the best ongoing rate and value for money for Council.

Prior to confirming involvement in any tender process, Council undertook the following:

Market Test

A review to test the market to understand the rates that Council could achieve should they undertake the tender process alone was completed. Council contacted three providers and requested a charge rate based on the amount of usage in Council facilities. A comparison of the three companies and associated charges was undertaken and compared to the current rate charged under the previous contract. The comparison confirmed the benefits of a collaborative tender process over an individual tender process.

Procurement Australia

Council’s previous electricity procurement process was undertaken by Procurement Australia. Procurement Australia undertook a collaborative tender process. The rates for the new contract were provided by PA and a detailed analysis of the charge rates was undertaken by Council Officers and compared with rates through MAV and rates if Council was to approach the tender alone.

MAV

The Municipal Association of Victoria has also undertaken a competitive tendering process and provided details to Council. The rates for the new contract were compared to both the PA charges and the individual rates that could be secured.

In summary, the comparison provided Council with an overview of the three different options and highlighted the most cost effective rates for securing the supply of electricity, outlined in table 1 below;

COMPARISON BASED ON CURRENT USAGE	
Supplier	Total Cost
PA	\$315,833
MAV	\$256,395
Own procurement	\$390,133
PA (2017/2018)	\$205,017

Table 1: Comparison of rates – electricity

The detailed breakdown of usage and associated fees is provided under separate cover.

Based on the evaluation of the three different models, the agreement through MAV has been recommended for the retail supply of electricity to both large and small metered sites through the collaborative tender process undertaken by MAV.

Policy and Legislative Context

MAV has undertaken a competitive tender process in accordance with the *Local Government Act 1989* for the establishment of a new contract agreement.

The process is in keeping with Council’s Procurement Policy as the purchase price is in excess of \$150,000 for the term of the contract.

Corangamite Shire’s Council Plan 2017-2021 emphasises the importance of making budgetary decisions that meets the current and future needs of our community. The following relevant commitments are identified:

Council will demonstrate high levels of ethical behaviour and governance standards.

Council will make budgetary decisions that ensures Council remains in a strong financial position now and into the future.

Council will deliver value for money by ensuring that services are required and delivered efficiently and sustainably.

Internal / External Consultation

Council has worked closely with MAV, Procurement Australia and electrical companies seeking information that could be used to make detailed comparisons of electricity rates.

Financial and Resource Implications

The cost of electricity supply to Council's metered sites is apportioned as a part of Council's recurrent operating budget.

The estimated cost for retail supply of electricity to Council's metered sites for 2018/2019 is \$256,395. The rates are not fixed for the life of the agreement and will change from the current values. However, this agreement offers a 43% discount for the life of the agreement.

This figure does not include an allocation for GreenPower.

Council currently contributes 10% to GreenPower supply which equates to an additional \$7,861 per annum. In reviewing the options with retailers, MAV has found that there has been limited requests for GreenPower contributions to be made, given the economic climate that local Councils are experiencing.

Council does have an option to contribute to GreenPower, at rates between 0% and 100%.

An estimate on GreenPower costs is provided below;

GREENPOWER ESTIMATES			
Supplier	5%	10%	25%
MAV	\$12,819	\$25,639	\$64,098

Table 2: Estimate of Greenpower costs

The proposed agreement does not include any allocation to GreenPower. In this context, it is noted that Council has made investment in solar power on a number of Council owned buildings.

Options

Council can opt to approve purchases under this agreement (AGK-M 1217) or can opt to undertake a different tender process in accordance with Council's Procurement Policy.

Council can opt to make a contribution to Green Power between 0% and 100%, this option is not recommended and is not included in the proposed agreement.

Conclusion

MAV, acting as the tendering agent for the electricity supply to Council's metered sites achieves significant efficiencies through collaboration with other local government organisations. The tender process has been undertaken and evaluated with a discount of 43% being offered for the life of the agreement. The offer from AGL under the MAV procurement is considered the best overall value for Council.

RECOMMENDATION

That Council accepts the collaborative tender of MAV and be included in the agreement AGK-M 1217 for Council's metered sites for the period 1 July 2018 to 30 June 2021.

Attachments

1. Electricity Accounts Comparison - Under Separate Cover

8.4 Quick Response Grants Allocation May 2018

Author: David Rae, Director Corporate and Community Services

File No: D18/204

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

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

Author - David Rae

In providing this advice to Council as the Director Corporate and Community Services, I have no interests to disclose in this report.

Summary

The purpose of this report is to approve the May 2018 allocation of funds under the Quick Response Grants Program.

Introduction

The Quick Response Grants Program is beneficial in supporting instances of community needs that are not readily able to be considered under the Community and Facilities Grants Program or Environmental Grants Program. Applications for Quick Response Grants are considered by Council as received.

Issues

The Quick Response Grants Program is a fixed budget that Council provides annually for the distribution of funds to Shire community groups. The Quick Response Grants Program has a rolling intake and this flexible approach allows Council to allocate small amounts to various community groups which results in positive outcomes.

Applications received for this allocation are attached under separate cover. Each application has been assessed against the following criteria, as detailed in the Quick Response Grants Policy:

- a. Eligible recipient
- b. Council Plan alignment
- c. Community benefit
- d. Eligible expenditure.

The assessment has also been provided as a separate attachment to this report.

Policy and Legislative Context

Consideration of applications for the Quick Response Grants Program is in accordance with the Quick Response Grants Policy and the following 2017-2021 Council Plan commitments:

We are committed to working towards ensuring the safety, health and wellbeing of our communities.

Council will continue to provide and support a range of community and social support services.

Council will provide and support a range of opportunities that support people to engage in healthy and active lifestyles, the arts, recreation and sport.

Improved educational outcomes in Corangamite Shire.

Support our small towns and dispersed population.

Improve the health and wellbeing of our community.

Internal / External Consultation

Applications for the Quick Response Grants Program are available from Council's website or by contacting Council's Community Relations team. Applicants are encouraged to discuss their application with the respective Ward Councillor prior to submission. Applicants may also contact Council's Director Corporate and Community Services for further information. Applicants will be advised of the outcome of their application following the Council meeting. Successful applicants will also be requested to provide a grant acquittal following completion of the event or project, including return on unexpended amounts.

Financial and Resource Implications

The 2017-2018 Quick Response Grants Program budget allocation is \$14,000. Annual allocations for each Ward shall not exceed 1/7th of the fund's annual budget in the case of North, South West, Coastal and South Central Wards, and 3/7th of the fund's annual budget in the case of Central Ward. Should the allocations be approved as recommended in this report, the remaining allocation is as follows:

Ward	Annual Allocation	Previous Allocations	This Allocation	Remaining Allocation
Coastal	\$2,000.00	\$1,861.43	\$0.00	\$138.57
North	\$2,000.00	\$1,294.65	\$0.00	\$705.35
South Central	\$2,000.00	\$566.43	\$0.00	\$1,433.57
South West	\$2,000.00	\$571.43	\$0.00	\$1,428.57
Central	\$6,000.00	\$4,498.98	\$500.00	\$1,001.02
	\$14,000.00	\$8,792.92	\$500.00	\$4,707.08

Options

Council can consider:

1. Allocating the funds as requested by the applicants.
2. Allocating the funds for a reduced amount.
3. Not allocating funds as requested by the applicants.

Conclusion

The Quick Response Grants Program provides financial assistance to community groups to undertake beneficial projects and activities. The applications recommended for funding in this allocation are in accordance with Quick Response Grants Policy and will result in positive outcomes for the community.

RECOMMENDATION

That Council approves the following applications for funding from the Quick Response Grants Program for May 2018:

Applicant	Purpose	Ward	Amount
South Beach Committee of Management	Purchase of chainsaw to assist with the maintenance of Lake Bullen Merri South Beach Reserve.	Central	\$500.00

Attachments

1. Quick Response Grants Assessment - May 2018 Allocation - Under Separate Cover
2. Application Quick Response Grants - South Beach Committee of Management - Under Separate Cover

8.5 State Budget 2018-2019

Author: Penny MacDonald, Executive Services and Governance Coordinator

File No: D18/194

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

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

Author - Penny MacDonald

In providing this advice to Council as the Executive Services and Governance Coordinator, I have no interests to disclose in this report.

Summary

This report provides Council with information regarding the Victorian State Budget 2018-2019, with particular reference to outcomes for Corangamite Shire.

Introduction

The 2018-2019 Victorian Budget was handed down in Parliament on 1 May 2018 by Treasurer Tim Pallas. The overall economic position of the Victorian Government has remained strong, with an operating surplus of \$1.4 billion forecast for 2018-2019. The CPI forecast for 2018-2019 is 2.25%, with it projected to increase to 2.50% by 2019-2020, which will influence local government rate-capping.

Announcements of specific importance to Corangamite Shire include \$153 million over four years for the Geelong City Deal, which provides long awaited funding for implementation of the Shipwreck Coast Master Plan (SCMP). The funding is contingent on being matched by the Federal Government. Without a commitment of funding from the Federal Government to the Shipwreck Coast Master Plan, vital improvements to the iconic 12 Apostles region and regional economy may not be fully realised. It is hoped that high priority SCMP projects including the Glenample Visitor Experience Centre, 12 Apostles Trail and Port Campbell Town Centre project will still proceed with the \$153 million now expected to cover the SCMP, Geelong Convention Centre and Revitalising Central Geelong projects.

Other announcements specific to Corangamite Shire include funding to upgrade Derrinallum P-12 College and Lismore Primary School.

Issues

Whilst the Budget included only a few funding allocations directly related to organisations and initiatives within Corangamite Shire, other announcements that are relevant to Corangamite Shire include:

- \$433 million for regional road restoration, including \$100 million over two years for the Fixing Country Roads fund for state and local roads.
- \$229 million for road safety upgrades to the regional road network as part of the Continuing Towards Zero program.

- \$17.4 million to establish Regional Roads Victoria, a division of VicRoads based in Ballarat.
- \$39.9 million for upgrades to Princes Highway West from Colac to the South Australian border.
- \$9.9 million for upgrades to the Hamilton Highway.
- \$172.1 million over two years for regional rail infrastructure and new regional trains.
- \$30 million for the Pick My Project program to fund community projects with an online popular voting process to identify successful applications.
- \$20 million for the Rural Council Transformation program to encourage collaborative procurement amongst rural councils.
- Reduction in the payroll tax rate for regional businesses from 3.65% to 2.425%, with 4000 regional businesses expected to benefit.
- \$11 million to improve mobile coverage in blackspot areas throughout regional Victoria.
- \$22 million over five years to implement the annual centralised land valuations model, and a further \$58.7 million to fund the Valuer General to undertake annual land valuations.

Statewide initiatives that may benefit Corangamite Shire include:

- \$705 million for mental health services and drug rehabilitation.
- \$28.6 million for continued funding of technical schools and \$49.8 for vocational training in schools.
- \$27.2 million over five years for more kindergarten places.
- \$60 million to the Community Sports and Infrastructure Fund for grants to community sporting groups.
- \$82 million over two years to encourage participation of women and girls in sport.
- A continued freeze on the Fire Services Property Levy.

Conclusion

The Victorian Government's 2018-2019 Budget provides upgrades to the Lismore Primary School and Derrinallum P-12 College, as well as funding for a range of other initiatives that are relevant to Corangamite Shire. Of particular importance is the announcement of \$153 million over four years for the Geelong City Deal, which includes funding for the Shipwreck Coast Master Plan.

RECOMMENDATION

That Council writes to the Minister for Regional Development in appreciation for funding of the Shipwreck Coast Master Plan.

8.6 Federal Budget 2018-2019

Author: Penny MacDonald, Executive Services and Governance Coordinator

File No: D18/203

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

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

Author - Penny MacDonald

In providing this advice to Council as the Executive Services and Governance Coordinator, I have no interests to disclose in this report.

Summary

This report provides Council with information regarding the 2018-2019 Federal Budget.

Introduction

The 2018-2019 Federal Budget was handed down in Parliament on 8 May 2018 by Treasurer Scott Morrison. Total revenue for 2018-2019 is expected to be \$486.1 billion, an increase of 6.6% on estimated revenue in 2017-2018, whilst total expenses for 2018-2019 are expected to be \$488.6 billion, an increase of 4.2% on estimated expenses in 2017-2018. The estimated Budget deficit for 2018-2019 is \$14.5 billion, with the Government aiming to return the Budget to balance in 2019-2020 with a predicted surplus of \$2.2 billion. Australia's economy is predicted to grow by 2.75% in 2017-2018 and 3% in 2018-2019.

In relation to federal funding to local government, key funding programs will continue including Financial Assistance Grants (FAGs), Roads to Recovery (R2R), Bridges Renewal, and the Black Spot program, as well as the Building Better Regions and Safer Community funds.

Issues

Significant announcements from the Budget include tax relief for low to middle income earners, with up to \$530 a year delivered through a new tax offset in addition to the current low income tax offset. The tax cut will be delivered via a lump sum tax offset after individuals lodge their tax returns. A further step in the Government's Personal Income Tax Plan is that from 1 July 2018 the top threshold of the 32.5% tax bracket will be increased from \$87,000 to \$90,000, in an effort to protect middle income earners from bracket creep.

Although there are no specific funding allocations to initiatives within Corangamite Shire, budget announcements of relevance include:

- \$1.229 billion in Financial Assistance Grants as general purpose assistance grants and untied local roads grants.
- \$7.8 billion for priority regional and urban infrastructure in Victoria, including \$50 million for duplication of the Geelong Rail line between South Geelong and Waurn Ponds.

- \$20 million for international services at Avalon Airport.
- \$364.5 million for the Roads to Recovery program.
- \$85 million for the Black Spot program.
- \$85 million for the Bridges Renewal program.
- \$206.5 million over four years for round three of Building Better Regions Fund, commencing with \$40.1 million in 2018-2019.
- \$25.9 million over two years for round four of the Stronger Communities Program, delivering small capital projects in regional Australia.
- \$28.3 million over four years to provide a further three funding rounds for the Remote Airstrip Upgrade component of the Regional Aviation Access Program.
- \$6.6 million to help manage the impact of established pests and weeds on the agricultural sector.
- \$29.7 million for sporting infrastructure development grants of up to \$500,000 to improve community sporting facilities with up to 500 for local community groups.
- \$440 million to extend the National Partnership Agreement on Universal Access to Early Childhood Education for the 2019 calendar year.
- \$247 million to extend the National School Chaplaincy Program on a permanent basis, with 29 schools across Wannon receiving this support to the health and wellbeing of young people.
- \$770 million extra for pharmaceutical benefits over four years.
- \$550 million to be invested in the Stronger Rural Health Strategy that aims to deliver more doctors, nurses and allied health professionals to rural areas over the next 10 years.
- \$40 million for capital grants (infrastructure and upgrades) over four years for aged care facilities in regional, rural and remote Australia.

Also of interest is the Government's closure of the Federal Interstate Registration Scheme for heavy vehicles. The Scheme will be closed to new entrants and re-registrations by existing heavy vehicle operators from 1 July 2018, and to all heavy vehicle operators engaged in interstate trade from 1 July 2019. Heavy vehicle operators will transition to the national registration scheme for heavy vehicles, which commences on 1 July 2018. The closure will result in a reduction in revenue of \$71.0 million per year from 2018-2019 and an equivalent reduction in funding redistributed to the States and Territories.

As anticipated, specific funding for the Shipwreck Coast Master Plan was not included in the 2018-2019 Budget. However, future Federal Government funding may be provided through existing funding streams or future budgets with continued advocacy efforts.

Conclusion

The 2018-2019 Federal Budget sees the continuation of key funding programs to local government including Financial Assistance Grants (FAGs), Roads to Recovery (R2R), Bridges Renewal, and the Building Better Regions and Stronger Communities funds. Although there was no specific funding for initiatives within Corangamite Shire, announcements of particular relevance include the Government's commitment to continue the National Partnership Agreement to fund Universal Access to Early Childhood Education.

Whilst there was no specific funding for the Shipwreck Coast Master Plan, it is hoped future Federal Government funding may be provided through existing funding streams or future budgets with continued advocacy efforts.

RECOMMENDATION

That Council writes to the Minister for Urban Infrastructure and Cities requesting funding for the Shipwreck Coast Master Plan, with copies sent to the Federal Member for Wannon and the Chair of the Great Ocean Road Regional Tourism Board.

8.7 Records of Assembly of Councillors

Author: Andrew Mason, Chief Executive Officer

File No: D18/202

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

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

Summary

This report documents the Assembly of Councillors to be reported since the last Ordinary Meeting of Council on 24 April 2018.

Introduction

The *Local Government Act 1989* (the Act) requires that records of meetings which constitute an Assembly of Councillors be tabled at the next practicable meeting of Council and be incorporated in the minutes of the Council meeting.

Issues

An 'Assembly of Councillors' is defined in the Act as a meeting at which matters are considered that are intended or likely to be the subject of a Council decision or subject to the exercise of a delegated authority and which is either of the following:

- A meeting of an advisory committee where at least one Councillor is present; or
- A planned or scheduled meeting that includes at least half the Councillors and at least one Council officer.

Typical meetings classed as an Assembly of Councillors at Corangamite Shire include Councillor briefings, advisory committees and planning site inspections. However, from time to time additional records may be reported in accordance with the Act.

Section 80A of the Act requires that a record must be kept of an Assembly of Councillors which lists:

- The Councillors and members of Council staff attending.
- The matters discussed.
- Disclosures of conflict of interest (if any are made).
- Whether a Councillor left the meeting after making a disclosure.

Records of an Assembly of Councillors are documented by a Council officer present at a meeting designated as an Assembly of Councillors. Responsibility for the maintenance of records associated with Assembly of Councillors rests with the Chief Executive Officer.

Policy and Legislative Context

Tabling of the records of Assembly of Councillors ensures Council is compliant with the Act. In addition, this report is consistent with the Council Plan 2017-2021 objective that “Council will demonstrate high levels of ethical behaviour and governance standards”.

Conclusion

The records documenting the below Assembly of Councillors are attached:

- Councillor Briefing 24 April 2018
- Councillor Briefing 8 May 2018
- Councillor South West Complex Fires Debrief 15 May 2018.

RECOMMENDATION

That Council accepts the attached Records of Assembly of Councillors.

Attachments

1. Record of an Assembly of Councillors 24 April 2018
2. Record of an Assembly of Councillors 8 May 2018
3. Record of an Assembly of Councillors 15 May 2018

Council

Record of an Assembly of Councillors



Councillor Briefing

Date: 24 April 2018
Place: Killara Centre

Time: 2.00 pm

Present:

- Cr Beard Cr Brown Cr Durant Cr Gstrein
- Cr Illingworth Cr McArthur Cr Trotter

*Cr Brown arrived at 2.10 pm.
 Cr Gstrein was an apology.*

Officers:

- Ian Gibb Brooke Love Andrew Mason David Rae

Lyle Tune

Guests:

Terry Mulder (GORT), Sue Andrews (DELWP) (Item 1)
 Andrew Partos (Hansen Partnership) and Murray West (MRCagney) (Item 2)

Issues Discussed:

Item	Discussion Topic
1	Great Ocean Road Taskforce
2	Port Campbell Town Centre Draft Concept Plan
3	Indigenous Recognition
4	Hot Topics: <i>Councillor Expenses 2017-2018, Fire Update, Saleyards, Staffing Update, Water Fluoridation, GORRT Meeting, Skipton Kindergarten, Agenda Items, Budget Media, Subpoena relating to Fires.</i>
5	Councillor Items: <i>Timboon Pedestrian Refuges, CFA Township Meeting, Fire Debrief, Tree Issues in Terang, Transmission Towers, Skipton Kindergarten, Skipton Hospital, Skipton Hotel, Mt Emu Creek Reserve, Raised Bed Drainage Issue, Derrinallum Free Camping, SW Health Community Action Group, Cobden Health Update, Fire Recovery Update.</i>

Conflict(s) of Interest declared: Nil
Councillor(s) left the meeting at: NA
Councillor Conflict of Interest Form(s) Completed: NA

Meeting close: 6.00 pm
Note taker: Andrew Mason

Council

Record of an Assembly of Councillors

Councillor Briefing

Date: 8 May 2018

Time: 10.00 am

Place: Old Council Chambers

Present:

Cr Beard Cr Brown Cr Durant Cr Gstrein
 Cr Illingworth Cr McArthur Cr Trotter

Cr Durant was an apology.

Cr Gstrein was an apology.

Officers:

Ian Gibb Brooke Love Andrew Mason David Rae

Lyle Tune

Penny MacDonald (Item 1)

Paul Coverdale, Adam Taylor (Item 2)

Belinda Bennett, Lyall Bond, Adam Taylor (Item 3)

Rory Neeson, Samantha Fox (Item 4)

Jarrold Woff (Item 5)

Guests:

Stephen Davey (Opteon), Kim Hildebrandt (Valuer-General Victoria) (Item 2)

Meredith Jay (Arcadis), Ross Martin (DELWP) (Item 3)

Geoff Barby (Terang Country Music Festival Inc.) (Item 4)

Issues Discussed:

Item	Discussion Topic
1	Strategic Planning Session
2	2018 Municipal Revaluation
3	Corangamite Regional Landfill Financial Viability Modelling – Confidential Item
4	Events and Festivals Grant Program – Applicant Presentation
5	Council Swimming Pools Season Review 2017-2018
6	Hot Topics: <i>Integrated Water Management, Council Fire Debrief, Saleyards Update, Castle Carey Bridge Update, State Government Budget, Pick My Project, Fire Impacted Trees on Private Property.</i>
7	Councillor Items: <i>Fire Debrief and Issues, Skipton Medical Services, Camperdown Public Toilets, Inner Varnika, Derrinallum Police Station, Staff Acknowledgements.</i>

Conflict(s) of Interest declared: Nil

Councillor(s) left the meeting at: NA

Councillor Conflict of Interest Form(s) Completed: NA

Meeting close: 4.30 pm

Note taker: Andrew Mason

Council

Record of an Assembly of Councillors



South West Complex Fires Debrief

Date: 15 May 2018 **Time:** 10.00 am
Place: Old Council Chambers

Present:

- Cr Beard Cr Brown Cr Durant Cr Gstrein
- Cr Illingworth Cr McArthur Cr Trotter

Officers:

- Ian Gibb Brooke Love Andrew Mason David Rae
- Tracey Wilson

Guests:

Karl Hahne, Aiden Collie (Shepherd Consulting Services)

Issues Discussed:

Item	Discussion Topic
1	South West Complex Fires Debrief with Facilitators

Conflict(s) of Interest declared: Nil
Councillor(s) left the meeting at: NA
Councillor Conflict of Interest Form(s) Completed: NA

Meeting close: 1.00 pm
Note taker: Andrew Mason

9. OTHER BUSINESS

10. OPEN FORUM

Members of the public are very welcome to make statements or ask questions relevant to Corangamite Shire at the Open Forum section of Council meetings.

To assist with the smooth running of the meeting, we ask that you raise a maximum of two items at a meeting and please follow this procedure:

1. Wait until the Mayor asks if there are any items in Open Forum and invites you to speak.
2. Stand if you are able and introduce yourself.
3. Speak for a maximum of five minutes.

We will undertake to answer as many questions as possible at a meeting and if we cannot answer a question at the meeting we will provide a written response no later than five working days after the Council meeting.

11. CONFIDENTIAL ITEMS

Nil.