



Glenelg Shire Council
Minutes of the Ordinary Council Meeting held on
Tuesday 23 October 2018 at 7.00pm at
Portland Customer Service Centre
Cliff Street, Portland

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TIME:

7:00pm

PRESENT:

Cr Anita Rank (Mayor), Cr Robert Halliday, Cr Chrissy Hawker, Cr Alistair McDonald, Cr Karen Stephens, Cr Geoff White and Cr Gilbert Wilson.

Also in attendance were the Chief Executive Officer (Mr Greg Burgoyne), Director Community Services (Ms Edith Farrell), Acting Director Assets (Mr Malcolm Armstrong), Director Corporate Services (Mr David Hol), Council Support Coordinator (Mrs Kylie Walford) and Courtney Hoggan (Media and Communications Officer).

PRESENT:OPENING PRAYER:

The Mayor opened the meeting with the Council Prayer.

ABORIGINAL ACKNOWLEDGEMENT:

The Mayor read the Aboriginal Acknowledgement.

RECEIPT OF APOLOGIES:

Nil.

CONFIRMATION OF MINUTES:Recommendation

That the minutes of the Ordinary Council Meeting held on Tuesday 25 September 2018, as circulated, be confirmed.

MOTION**MOVED Cr White**

That the minutes of the Ordinary Council Meeting held on Tuesday 25 September 2018, as circulated, be confirmed.

SECONDED Cr McDonald**CARRIED**

DECLARATIONS OF CONFLICT OF INTEREST:**CONFLICT OF INTEREST**

'The Local Government Act contains mandatory requirements for both direct and indirect conflict of interest. The objective of the provisions is to enhance good governance in Victorian local government and to improve public confidence in the probity of decision making at Victoria's 79 Councils. Councillors are responsible for ensuring that they comply with the relevant provisions contained in Part 4 – Division 1A of the Act.

An online copy of the Local Government Act is available at www.localgovernment.vic.gov.au select – legislation. Alternatively, a printed copy is available for Councillors upon request'.

Cr Stephens declared an Indirect Conflict of Interest in item F7. Contract 2018-19-02 Provision of Property Maintenance Services (Casterton District) Aged & Disability Services and F10.Twilight Cinema Summer 2018/2019 Proposal.

Cr Stephens has advised that Chief Executive Officer in writing prior to the meeting and classified the type of interest that has given rise to the conflict.

QUESTION TIME:QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN IN WRITING OR PREVIOUSLY TAKEN ON NOTICE:

Nil.

QUESTIONS FROM THE GALLERY:

Nil.

SUSPENSION OF STANDING ORDERS**MOTION**

MOVED Cr Stephens

That Standing Orders be suspended at 7.03pm.

SECONDED Cr McDonald

CARRIED

PRESENTATION TO CR WILSON – COUNCILLOR SERVICE AWARD

The Mayor presented Cr Wilson with a 20 year Councillor Service Award, provided by the Municipal Association of Victoria (MAV) at the MAV State Conference held on 19 October 2018.

PRESENTATION TO CR WILSON

(continued)

RESUMPTION OF STANDING ORDERS

MOTION

MOVED Cr Stephens

That Standing Orders be resumed at 7.06pm.

SECONDED Cr McDonald

CARRIED

A. NOTICES OF MOTION:**A1. NOTICE OF MOTION 2-2018-19 INTERNATIONAL VISITORS ROAD SAFETY**Separate Circulation – Non Confidential

No.	Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)	ECM
1.	Notice of Motion 2-2018-19 International Visitors Road Safety	2483384

In accordance with the Council's Governance Local Law and associated Meeting Procedure, I give notice of my intention to move the following Motion at the Council meeting to be held on Tuesday, 23 October 2018:

That the Glenelg Shire Council write to the relevant State and Federal Ministers to highlight the increasing trend of motor vehicle incidents involving international visitors within the Shire and request that consideration be given to reviewing the incidents statistics to identify potential opportunities to increase road safety outcomes.

Comments:

The Glenelg Shire Council is very active in promoting and welcoming international visitors to our shire, however it has become aware of an increasing amount of motor vehicle related incidents involving international tourists within the municipality. Subsequently Council would like to advocate to the State and Federal Governments to review this disturbing trend and identify potential opportunities to ensure that the requirements for international driving licences are appropriate for the safety of all road users including international visitors and locals alike.

Signed: Cr Chrissy Hawker

Date: 16 October 2018

MOTION

MOVED Cr Hawker

That the Glenelg Shire Council write to the relevant State and Federal Ministers to highlight the increasing trend of motor vehicle incidents involving international visitors within the Shire and request that consideration be given to reviewing the incidents statistics to identify potential opportunities to increase road safety outcomes.

SECONDED Cr Stephens

CARRIED

B. DEPUTATIONS:

Nil.

C. PETITIONS:

Nil.

D. COMMITTEE REPORTS:**D1. ABORIGINAL SCHOLARSHIP RECOMMENDATIONS FROM THE GLENELG MARA QUORIN ABORIGINAL ADVISORY COMMITTEE**

Director: Edith Farrell, Director Community Services

Executive Summary

This paper is to brief Council on a recommendation made by the Glenelg Mara Quorin Aboriginal Advisory Committee on 2 October 2018. The recommendation relates to awarding two Aboriginal Scholarships for an amount of \$2,000 each. The allocation of indigenous scholarships meets broad objective within our Glenelg Aboriginal Partnership Agreement 2011 – 2020.

Recommendation

That both applicants 1 and 2 (as detailed in the attachments) be awarded the Glenelg Shire Council Aboriginal Scholarships of \$2,000 to pursue their chosen field of study in 2019.

MOTION**MOVED Cr Stephens**

That both applicants 1 and 2 (as detailed in the attachments) be awarded the Glenelg Shire Council Aboriginal Scholarships of \$2,000 to pursue their chosen field of study in 2019.

SECONDED Cr Wilson**CARRIED**Background/Key Information:

The purpose of the scholarships is to assist Aboriginal and or Torres Strait Islander people who reside in the Glenelg Shire, to undertake a field of study relevant to Local Government.

Applications were publically advertised over the period 13 August 2018 – 21 September 2018 via the Your Say Glenelg platform with information also provided directly to all Aboriginal Partnership organisations, South West TAFE and secondary educational providers.

Two applications were received from the following candidates:

1. Applicant 1 –Certificate IV in Health Administration, Australian Apprenticeship; and
2. Applicant 2 –Diploma of Aboriginal and Torres Strait Islander Primary Health, Victorian Aboriginal Community Control Health Organisation.

At the Glenelg Mara Quorin Aboriginal Advisory Committee a recommendation was made to award the scholarships to both applicants.

D1. ABORIGINAL SCHOLARSHIP RECOMMENDATIONS FROM THE GLENELG MARA QUORIN ABORIGINAL ADVISORY COMMITTEE

(continued)

a. Council Plan Linkage and Policy Context

Growing Glenelg – Sustaining and growing a diverse economy and social prosperity.

Liveable Glenelg – Embracing inclusive, health, sustainable and diverse cultures.

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

In accordance with Section 3 (1) of the *Local Government Act 1989* (the Act), Advisory Committee means any Committee established by the Council, other than a Special Committee, or member of staff whom has been delegated a power, duty or function under Section 98 (Delegations).

An Advisory Committee does not have any delegated authority to act for, and on behalf of Council, nor does it have any power to make decisions. An Advisory Committee provides advice and may make a recommendation to the Council.

In relation to one of the Aboriginal Scholarships, a Committee member declared their conflict of interest as required and did not participate in the decision making.

c. Consultation and/or communication processes implemented or proposed

Applications for the scholarships were publically advertised via Your Say Glenelg, Mixx FM radio, the Portland Observer and social media. Aboriginal partnership organisations and relevant educational providers were also advised.

d. Financial and Resource Implications and Opportunities

The scholarships are funded from part of the annual operational Aboriginal Partnership budget.

D1. ABORIGINAL SCHOLARSHIP RECOMMENDATIONS FROM THE GLENELG MARA QUORIN ABORIGINAL ADVISORY COMMITTEE

(continued)

Separate Circulations – Confidential

The separate circulations listed in the table below have been designated as confidential by the Chief Executive Officer under sections 77(2)(c) of the Local Government Act 1989 (the Act):

<i>No.</i>	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>Relevant Grounds Under Section 89(2) of the Act</i>	<i>ECM</i>
1.	Glenelg Shire Council Aboriginal Education Scholarship 2019 (Applicant 1)	Personnel matters – section 89 (2) (a) of the <i>Local Government Act 1989</i>	2479671
2.	Glenelg Shire Council Aboriginal Education Scholarship 2019 (Applicant 2)	Personnel matters – section 89 (2) (a) of the <i>Local Government Act 1989</i>	2481663

E. ASSEMBLY OF COUNCILLOR RECORDS:**E1. ASSEMBLY OF COUNCILLORS RECORDS 13 SEPTEMBER 2018 - 11 OCTOBER 2018 (INCLUSIVE)**

Director: David Hol, Director Corporate Services

Executive Summary

In accordance with the *Local Government Act 1989* Assembly of Councillors records (including records of those titled as committees) must be reported to the next 'practical' Ordinary Council meeting and recorded in the minutes of that meeting. The objective of submitting the Assembly of Councillors (including records of those titled as committees) records to Council meetings is to ensure public transparency in Council decision making processes.

Recommendation

That Council receives the report on Assembly of Councillors Records (including records of those titled as committees) for the period Thursday 13 September 2018 – Thursday 11 October 2018 (inclusive).

MOTION**MOVED Cr Hawker**

That Council receives the report on Assembly of Councillors Records (including records of those titled as committees) for the period Thursday 13 September 2018 – Thursday 11 October 2018 (inclusive).

SECONDED Cr White**CARRIED***Background/Key Information:*

The Chief Executive Officer must ensure that a written record is kept of every Assembly of Councillors records (including records of those titled as committees).

Circular L97 advises that Assembly of Councillors records "*only needs to be a simple document that records:*

- *the names of all Councillors and staff at the meeting;*
- *a list of the matters considered;*
- *any conflict of interest disclosed by a Councillor; and*
- *whether a Councillor who disclosed a conflict left the room.*

E1. ASSEMBLY OF COUNCILLORS RECORDS 13 SEPTEMBER 2018 - 11 OCTOBER 2018 (INCLUSIVE)

(continued)

The circular also advises that: *“The record is not required to be in the form of minutes. The recommended approach is to record the “matters” discussed, by listing the headings of the matters. In some cases, meetings may be considering a single matter...”*

The circular further advises that: *“This does not mean that the record cannot be reported to the Council in the form of minutes. In Councils where it is established practice for minutes of advisory committees to be tabled at Council meetings, the minutes will be sufficient for the purpose if they include the required information, including disclosures.”*

The legislative requirement became effective from the 24 September 2010.

This report covers the period from Thursday 13 September 2018 – Thursday 11 October 2018 (inclusive). All Assembly of Councillors records (including records of those titled as committees) held during this period must be included.

The following assembly of Councillors records (including records of those titled as committees) held during the period specified above have been received from the relevant Departments/Units:

- Meeting Record of the Heritage Advisory Committee meeting held on 17 September 2018 (DocSetID: 2482214);
- Meeting Record of the Casterton Saleyards Advisory Committee meeting held on 18 September 2018 (DocSetID: 2481515)
- Assembly of Councillors – Councillor and CEO Briefing held on 25 September 2018 (DocSetID: 2477343);
- Assembly of Councillors – Councillors Briefing meeting held 25 September 2018; (DocSetID: 2481549);
- Meeting Record of the Glenelg Mara Quorin Aboriginal Advisory Committee held on Tuesday 2 October 2018 (DocSetID: 2482053); and
- Assembly of Councillors - Councillor Workshop meeting held on 9 October 2018 (DocSetID: 2481548).

a. Council Plan Linkage and Policy Context

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

The purpose of this report is to ensure compliance with the *Local Government Act 1989*. References include:

E1. ASSEMBLY OF COUNCILLORS RECORDS 13 SEPTEMBER 2018 - 11 OCTOBER 2018 (INCLUSIVE)

(continued)

- Section 3(1) – Definition of “Assembly of Councillors”;
- Section 80A – Requirements for an assembly of Councillors; and
- Section 3(1) – Definition of “advisory committee”.

c. Consultation and/or communication processes implemented or proposed

This report has considered the requirements of the Victorian Charter of Human Rights and Responsibilities.

d. Financial and Resource Implications and Opportunities

The cost of preparing the monthly reports on Assembly of Councillors records (including records of those titled as committees) is another compliance cost imposed by the state government and is an indirect cost within the corporate governance unit salaries and on cost budget.

Separate Circulations – Non Confidential

No.	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>ECM</i>
1.	Meeting Record of the Heritage Advisory Committee meeting held on Monday 17 September 2018	2482214
2.	Meeting Record of the Casterton Saleyards Advisory Committee meeting held on Tuesday 18 September 2018	2481515
3.	Assembly of Councillors – Councillor and CEO Briefing held on Tuesday 25 September 2018	2477343
4.	Assembly of Councillors – Councillors Briefing meeting held Tuesday 25 September 2018	2481549
5.	Meeting Record of the Glenelg Mara Quorin Aboriginal Advisory Committee meeting held on Tuesday 2 October 2018	2482053
6.	Assembly of Councillors - Councillor Workshop meeting held on Tuesday 9 October 2018	2481548

F. MANAGEMENT REPORTS:**F1. COUNCILLOR AND CHIEF EXECUTIVE OFFICER LEAVE OF ABSENCE REGISTER**

CEO: Greg Burgoyne, Chief Executive Officer

Executive Summary

The purpose of this report is to enable Council to consider the Councillor and Chief Executive Officer Leave of Absence Register.

Recommendation

That Council approve the Councillor and Chief Executive Officer Leave of Absence Register presented as a confidential circulation under Section 89(2) of the *Local Government Act 1989*.

MOTION**MOVED Cr Halliday**

That Council approve the Councillor and Chief Executive Officer Leave of Absence Register presented as a confidential circulation under Section 89(2) of the *Local Government Act 1989*.

SECONDED Cr Stephens**CARRIED**Background/Key Information:

In accordance with Section 66B of the *Local Government Act 1989* Councillors are entitled to take Leave of Absence.

Section 66B of the *Local Government Act 1989* states:

- (1) If a Councillor is required to take leave of absence under this Act, the Councillor:
 - a. may continue to be a Councillor but must not perform the duties of functions of a Councillor during the period of leave;
 - b. remains entitled to receive a Councillor allowance unless this Act otherwise provides;
 - c. is not entitled to be reimbursed for out-of-pocket expenses during the period of leave;
 - d. must return all Council equipment and materials to the Council for the period of leave if the Council requires.

F1. COUNCILLOR AND CHIEF EXECUTIVE OFFICER LEAVE OF ABSENCE REGISTER

(continued)

- (2) If a Mayor is required to take a leave of absence under this Act, the Mayor is, for the duration of the leave, to be considered as incapable of acting under section 73(3) and subsection (1) applies to the Mayor as if the Mayor were a Councillor only.

a. Council Plan Linkage and Policy Context

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

Nil.

c. Consultation and/or communication processes implemented or proposed

Councillors are required to submit Leave of Absence requests in writing to the Chief Executive Officer.

The Chief Executive Officer is required to submit his Leave of Absence requests in writing to Council through the Councillor and Chief Executive Officer Leave of Absence Register.

A register will be held by the Chief Executive Officer and reported monthly to Council.

d. Financial and Resource Implications and Opportunities

Nil.

Separate Circulation – Confidential

The separate circulation listed in the table below have been designated as confidential by the Chief Executive Officer under sections 77(2)(c) of the Local Government Act 1989 (the Act):

No.	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>Relevant Grounds Under Section 89(2) of the Act</i>	<i>ECM DocSetID</i>
1.	Councillor and Chief Executive Officer Leave of Absence Register	(Security of Councillor's Property) Any other matter which the council or special committee considers would prejudice the council or any person - section 89 (2) (h)	2481962

F2. GLENELG SHIRE COUNCIL PLAN – FIRST QUARTER PERFORMANCE REPORT 2018/19

Director: David Hol, Director Corporate Services

Executive Summary

The purpose of this report is to seek Council endorsement of the first quarter performance report for year two of the Council Plan, followed by its public release.

Recommendation

That Council endorse:

1. The Glenelg Shire Council Plan First Quarter Report 2018/19; and
2. That the Glenelg Shire Plan First Quarter Report 2018/19 be released to the public on Council's website and made available at each of the Customer Service points.

MOTION**MOVED Cr Stephens**

That Council endorse:

1. **The Glenelg Shire Council Plan First Quarter Report 2018/19; and**
2. **That the Glenelg Shire Plan First Quarter Report 2018/19 be released to the public on Council's website and made available at each of the Customer Service points.**

SECONDED Cr Hawker**CARRIED****Background/Key Information:**

During the development stage of the Council Plan 2017-21, it was identified as a priority for the ratepayers and general community of the Glenelg Shire, which they be kept informed on Council's performance and strategic alignment under the Council Plan.

From this public consultation, it was determined that Council would release a performance report each quarter outlining the progress or status on each of the measures, projects and plans identified within the four year Council Plan .

a. Council Plan Linkage and Policy Context

This report links to each of the themes identified in the Council Plan 2017-2021.

Growing Glenelg – Sustaining and growing a diverse economy and social prosperity.

F2. GLENELG SHIRE COUNCIL PLAN – FIRST QUARTER PERFORMANCE REPORT 2018/19

(continued)

Connecting Glenelg – Connecting people, places and spaces.

Liveable Glenelg – Embracing inclusive, health, sustainable and diverse cultures.

Creative Glenelg – Creative, inspired, forward thinking and action orientated.

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

Nil.

c. Consultation and/or communication processes implemented or proposed

The priority of the release of this report was identified as a result of community consultation.

d. Financial and Resource Implications and Opportunities

There are no budget implications as a result of quarterly performance reporting. All resources implications, such as staffing, are delivered within budget.

Separate Circulation – Non Confidential

No.	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>ECM</i>
1.	Glenelg Shire Council Plan First Quarter Performance Report 2018/19	2480177

F3. ADOPTION OF THE GLENELG SHIRE COUNCIL ANNUAL REPORT 2017/18

Director: David Hol, Director Corporate Services

Executive Summary

The purpose of this report is to seek the adoption of the Glenelg Shire Council Annual Report for 2017/18 including the financial and performance statements.

Recommendation

That Council:

1. Endorse the adoption of Glenelg Shire Council Annual Report for 2017/18, including the audited Financial Statements and Performance Statement;
2. Endorse the commercial print of the Glenelg Shire Council Annual Report 2017/18; and
3. Forward a final commercially printed version of the Glenelg Shire Council Annual Report 2018/18 to the Minister for Local Government.

MOTION

MOVED Cr Hawker

That Council:

1. **Endorse the adoption of Glenelg Shire Council Annual Report for 2017/18, including the audited Financial Statements and Performance Statement;**
2. **Endorse the commercial print of the Glenelg Shire Council Annual Report 2017/18; and**
3. **Forward a final commercially printed version of the Glenelg Shire Council Annual Report 2018/18 to the Minister for Local Government.**

SECONDED Cr Wilson

CARRIED

Background/Key Information:

Council has a statutory requirement to produce an Annual Report each financial year. The *Local Government Act 1989* ('the Act') outlines the key information that must be included and the process that must be adhered to in the development, authorisation and publication of the Annual Report.

The 2017/18 Annual Report is a key corporate document of Council. It contains Council's Financial Statements, Performance Statement and the achievements delivered under the Council Plan during the financial year - 1 July 2017 to the 30 June 2018.

F3. ADOPTION OF THE GLENELG SHIRE COUNCIL ANNUAL REPORT 2017/18

(continued)

In accordance with the Act, the Annual Report for the 2017/18 financial year has been prepared and authorised by Council at its meeting held on 25 September 2018 for submission to the Minister for Local Government and placed on public exhibition.

a. Council Plan Linkage and Policy Context

Growing Glenelg – Sustaining and growing a diverse economy and social prosperity.

b. Legislative, Legal and Risk Management Considerations

In accordance with section 134 of the Act, the Annual Report and associated Financial Statements must be considered at a meeting of Council, following the statutory public notice period and submission to the Minister.

c. Consultation and/or communication processes implemented or proposed

In accordance with Sections 134 of the Act, public notice was given on Wednesday 3 October 2018 and Friday 5 October 2018, in the Casterton News and Portland Observer, retrospectively. The public notice contained;

- Council's intention to formally consider and adopt the 2017/18 Annual Report and associated Financial Statements at the October Ordinary Council Meeting; and
- That the audited Financial Statements and the audited Performance Statement were available for public inspection.

The Annual Report will be distributed to a variety of public and private sector organisations and individuals who have requested that their names be placed on the mailing list. The mailing list is reviewed each year.

The Annual Report is available on the Council's website and a copy can be obtained from any of Glenelg Shire Customer Service Centre's. A media release will be issued following a resolution of Council to adopt the annual report.

d. Financial and Resource Implications and Opportunities

The direct cost of layout and printing of the annual report has been included in the 2017/18 Council Budget.

Indirect costs include staff time across the organisation and significant staff time in the Corporate Governance Unit.

F3. ADOPTION OF THE GLENELG SHIRE COUNCIL ANNUAL REPORT 2017/18

(continued)

Separate Circulations – Non Confidential

No.	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	ECM
1.	FINAL Glenelg Shire Council Annual Report 2017/18	2464338
2.	FINAL Glenelg Shire Council Financial Report 2017/18	2481713

F4. LICENCE AGREEMENT WITH PORTLAND FAMILY HISTORY GROUP INC.

Director: David Hol, Director Corporate Services

Executive Summary

This report is to brief Council on the current arrangements between the Glenelg Shire Council and Portland Family History Group Inc. and to propose that Council enter into a new Licence Agreement for the non-exclusive use of the History House, Cliff St Portland, for a three (3) year term expiring on 31 December 2021.

Recommendation

1. That Council enter into a new Licence Agreement with Portland Family History Group Inc for the non-exclusive use of History House, Cliff Street Portland, for a three (3) year term expiring on 31 December 2021.
2. That the annual licence fee be set at \$1.00 (inc GST) per annum.
3. That the Director Corporate Services be authorised to negotiate final terms and conditions and execute the new Licence Agreement.

MOTION**MOVED Cr Wilson**

1. **That Council enter into a new Licence Agreement with Portland Family History Group Inc for the non-exclusive use of History House, Cliff Street Portland, for a three (3) year term expiring on 31 December 2021.**
2. **That the annual licence fee be set at \$1.00 (inc GST) per annum.**
3. **That the Director Corporate Services be authorised to negotiate final terms and conditions and execute the new Licence Agreement.**

SECONDED Cr McDonald**CARRIED****Background/Key Information:**

The Portland Family History Group (PFHG) has been based in History House (old Portland Town Hall) since the mid-1980s when Council's then "honorary historian" vacated the building.

Following a major renovation of History House in 2007-2008 a formal Service Agreement and Licence Agreement was established between PFHG and the Glenelg Shire Council.

The Service Agreement clearly sets out the roles and responsibilities of both parties and a good working arrangement between the two parties has been maintained. The current Service Agreement is due to expire on 31 December 2021.

F4. LICENCE AGREEMENT WITH PORTLAND FAMILY HISTORY GROUP INC.

(continued)

Under the Service Agreement and Licence Agreement PFHG provides access to the displays in History House on Council's behalf. Under the agreements, Council provides a premises and specified utilities for the PFHG to undertake the provision of their research services.

Council provides and maintains the museum display which comprises mainly objects from Council's cultural collection, with some items on loan from PFHG and Portland Historical Society.

Under the current Service Agreement Council makes an annual contribution to PFHG in return for their provision of access to the displays from Council's cultural collection in History House. The current annual payment to PFHG is \$8,820 and is indexed annually by 2%.

PFHG retain the door takings from museum admission fees. The admission fees are set annually by Council. The income from admissions 1 July 2017 to 30 June 2018 was \$1,997.

PFHG currently pay an annual peppercorn rent to Council of \$1.00 under the current Licence Agreement.

The current Licence Agreement is due to expire on 31 December 2018 and it is now proposed that Council enters a new three (3) year Licence Agreement.

a. Council Plan Linkage and Policy Context

Growing Glenelg – Sustaining and growing a diverse economy and social prosperity.

Connecting Glenelg – Connecting people, places and spaces.

Liveable Glenelg – Embracing inclusive, health, sustainable and diverse cultures.

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

Ensuring a formal Licence Agreement is executed provides Council with a legally binding agreement relating to the occupancy.

If Council was not to renew the Licence Agreement with PFHG, the group would be required to find alternative premises to conduct their research service. In this circumstance, Council would be required to source "front of house" staff or volunteers to keep the cultural collection museum display and rocket shed open to the public.

F4. LICENCE AGREEMENT WITH PORTLAND FAMILY HISTORY GROUP INC.

(continued)

c. Consultation and/or communication processes implemented or proposed

Consultation with the PFHG and Council's Cultural Collection Officer has occurred.

d. Financial and Resource Implications and Opportunities

The annual payment made to the PFHG is included within the 2018/19 budget.

F5. SALE OF RATE RECOVERY PROPERTIES

Director: David Hol, Director Corporate Services

Executive Summary

This paper is to brief Councillors on the list of properties that have been identified and can now be considered for sale to recover outstanding rates and charges.

Recommendation

That Council proceed with the sale of properties referred to in the list outlined in the attachment.

MOTION

MOVED Cr McDonald

That Council proceed with the sale of properties referred to in the list outlined in the attachment.

SECONDED Cr Halliday

CARRIED

Background/Key Information:

Pursuant to section 181 of the *Local Government Act 1989*, Council may sell land to recover rates and charges, under the provisions set out within the Act, where rates and charges have been outstanding in excess of 3 years. Currently there are approximately 50 properties totalling \$200,000 in outstanding rates.

Councillors will be aware that there are a number of properties within the Shire that currently fit within the provisions, which Council may take action to sell properties for rate recovery.

In relation to the number of rate recovery properties a preliminary assessment has been taken to determine the viability of pursuing action.

Initially it is recommended that Council may pursue action in relation to four (4) properties following the process of the Council Policy "Sale of Property for Rate Recovery" adopted 28 August 2012.

It has been ascertained during the course of proceedings of pursuing nominated properties that some of the registered companies have now been deregistered. Subsequently, officers have sought legal advice as to how Council could proceed with rate recovery where the company has been deregistered. Three (3) of these rate recovery properties are in this circumstance,

F5. SALE OF RATE RECOVERY PROPERTIES

(continued)

If the company is deregistered, the property will vest in Australian Securities & Investments Commission (ASIC), and Council can sue same who will consent to a judgement for the purpose of allowing the Council to complete the section 181 process and clear the outstanding rates and charges. ASIC will request that they receive all surplus monies. All legal costs are recoverable in the section 181 process.

In relation to the fourth property, this property has been selected due to the significant amount of arrears of rates and charges outstanding. This property exceeds the three (3) year criteria under Section 181 to proceed to sell.

a. Council Plan Linkage and Policy Context

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

Pursuance to Section 181 of the *Local Government Act 1989*, a Council may sell land to recover rates or charges, under the provisions set out within that section of 'the Act', where rates and charges have been outstanding in excess of 3 years.

Restrictions/requirements on Council are:

- Sell the land for an amount equal to or more than the estimated value of the land as set out in a written valuation;
- Council obtain a court order on each property to proceed; and
- After Council have recovered all expenses (ie rates, conveyancing cost) incurred from the sale of transfer of land, any funds remaining to be discharged in order of priority of any mortgages and other charges.

These restrictions/requirements are as per section 181 of the Act and under section 13DA of the *Valuation of Land Act 1960*.

c. Consultation and/or communication processes implemented or proposed

Nil.

d. Financial and Resource Implications and Opportunities

The costs that would be incurred for council to proceed with the proposed sale of the four (4) properties are recoverable under this action should it be successful.

F5. SALE OF RATE RECOVERY PROPERTIES

(continued)

On the successful sale of any properties, the priority of money claims is as follows:

- Conveyance of sale expenses;
- Council rates and charges;
- Mortgages and any other charges; and
- Any remaining funds become available to Council for its General purposes – excludes deregistered companies.

Separate Circulations – Confidential

The separate circulations listed in the table below have been designated as confidential by the Chief Executive Officer under sections 77(2)(c) of the Local Government Act 1989 (the Act):

No.	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>Relevant Grounds Under Section 89(2) of the Act</i>	<i>ECM</i>
1.	List of 4 Rate Recovery Properties for Potential Sale	Personnel Matters – Section 89 (2) (a) of the <i>Local Government Act 1989</i>	2479781
2.	Maps for Sale of Rate Recovery Properties	Personnel Matters – Section 89 (2) (a) of the <i>Local Government Act 1989</i>	2479782

F6. GLENELG SHIRE HEALTH AND WELLBEING PLAN 2017 – 21 – YEAR ONE REPORTING

Director: Edith Farrell, Director Community Services

Executive Summary

This report is to brief Council on the progress and achievement of Year 1 actions relating to the Glenelg Shire Municipal Public Health and Wellbeing Plan (2017 – 2021) adopted at OCM October 2017.

Recommendation

1. That Council note year one Action Plan results of the Glenelg Shire Health and Wellbeing Plan.
2. That Council endorse the minor changes to the Glenelg Shire Health and Wellbeing Plan 2017 – 2021 as part of the annual review of the Plan.
3. That Council submit the findings of the annual review of the Glenelg Shire Health and Wellbeing Plan 2017 – 2021 outlined in this report to the Department of Health and Human Services in accordance with section 26 of the Public Health and Wellbeing Act 2008.

MOTION

MOVED Cr Stephens

1. **That Council note year one Action Plan results of the Glenelg Shire Health and Wellbeing Plan.**
2. **That Council endorse the minor changes to the Glenelg Shire Health and Wellbeing Plan 2017 – 2021 as part of the annual review of the Plan.**
3. **That Council submit the findings of the annual review of the Glenelg Shire Health and Wellbeing Plan 2017 – 2021 outlined in this report to the Department of Health and Human Services in accordance with section 26 of the *Public Health and Wellbeing Act 2008*.**

SECONDED Cr McDonald

CARRIED

Background/Key Information:

The purpose of the Glenelg Shire Municipal Public Health and Wellbeing Plan (2017 – 2021) is to provide clear local priorities, goals and strategies to drive the direction of health and wellbeing for the Shire over the next four years.

The Municipal Health and Wellbeing Plan outlines Glenelg Shire Council's commitment to delivering, supporting and advocating for health focused initiatives, by working in close collaboration with community and partner organisations.

F6. GLENELG SHIRE HEALTH AND WELLBEING PLAN 2017 – 21 – YEAR ONE REPORTING

(continued)

The Year One Action Plan details a range of actions, with priority areas outlined alongside a list of organisations that are identified as either lead organisations or partners. There are 55 actions listed in the Year One Action Plan, with 34 actions recorded as achieved, with a further 16 listed as partially achieved. The review of year one indicates a high level of success.

This is the first Municipal Health and Wellbeing Plan developed in the Shire, where actions are spread across all partnering organisations, rather than solely sitting with Glenelg Shire Council as the lead. Furthermore, all partnering organisations have committed to reporting on their own actions within the Plan. Partner feedback has indicated that the development of this Municipal wide plan is both innovative and highly representative in capturing the work that is being implemented in partnership across the Shire for the betterment of health and wellbeing.

Some minor changes have been made to the plan as a result of the annual review process.

These changes have been made to the wording of headings within the document in order to more clearly differentiate between key priorities and focus areas. There has also been a review of partners listed in the document with the addition of Kyeema to the partner acknowledgment.

This is the first annual progress report for the strategy.

a. Council Plan Linkage and Policy Context

Connecting Glenelg – Connecting people, places and spaces.

Liveable Glenelg – Embracing inclusive, health, sustainable and diverse cultures.

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

The Municipal Public Health and Wellbeing Plan has been developed in accordance with section 26 of the *Public Health and Wellbeing Act 2008*.

c. Consultation and/or communication processes implemented or proposed

All partners both internal and external and lead organisations were consulted in the review process. Consultation was held in regards to the overall plan, review of year one actions and planning for year two actions. Feedback received from partners has been incorporated into the relevant document. The Year Two action plan will be the subject of a further report to Council.

d. Financial and Resource Implications and Opportunities

Nil.

F6. GLENELG SHIRE HEALTH AND WELLBEING PLAN 2017 – 21 – YEAR ONE REPORTING

(continued)

Separate Circulation – Non Confidential

<i>No.</i>	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>ECM</i>
1.	Glenelg Shire Health and Wellbeing Plan 2017-21 Year One Reporting 2018	2481562

Cr Stephens re-declared a Conflict of Interest in Item F7. Contract 2018-19-02 Provision of Property Maintenance Services (Casterton District) Aged & Disability Services and left the meeting at 7.31pm.

F7. CONTRACT 2018-19-02 PROVISION OF PROPERTY MAINTENANCE SERVICES (CASTERTON DISTRICT) AGED & DISABILITY SERVICES

Director: Edith Farrell, Director Community Services

Executive Summary

This paper is to inform Councillors on the tender evaluation outcome for the Provision of Property Maintenance Services (Casterton District) Aged & Disability Services under Contract 2018-19-02 and recommends the awarding of the contract.

Recommendation

1. That Casterton Memorial be awarded Contract 2018-19-02 for the Provision of Property Maintenance Services (Casterton District) Aged & Disability Services.
2. That the Chief Executive Officer be authorised to execute all documents relating to this contract.
3. That the Director Community Services be authorised to negotiate and execute further extensions of the contract in accordance with the contract documentation.
4. That the Director Community Services be authorised to complete all financial payments relating to this contract.

MOTION

MOVED Cr Halliday

1. **That Casterton Memorial be awarded Contract 2018-19-02 for the Provision of Property Maintenance Services (Casterton District) Aged & Disability Services.**
2. **That the Chief Executive Officer be authorised to execute all documents relating to this contract.**
3. **That the Director Community Services be authorised to negotiate and execute further extensions of the contract in accordance with the contract documentation.**
4. **That the Director Community Services be authorised to complete all financial payments relating to this contract.**

SECONDED Cr White

CARRIED

F7. CONTRACT 2018-19-02 PROVISION OF PROPERTY MAINTENANCE SERVICES (CASTERTON DISTRICT) AGED & DISABILITY SERVICES

(continued)

Background/Key Information:

The current contract for the Provision of Property Maintenance Services (Casterton District) Aged & Disability Services expires on 30 November 2018 and no further options to extend the current contract are available. As such, Council requires a new contract to be entered into to continue with the Provision of Property Maintenance Services (Casterton District) Aged & Disability Services for clients.

Public Tenders were called for contract 2018-19-02 for the Provision of Property Maintenance Services (Casterton District) Aged & Disability Services via Tenderlink on Wednesday 8 August 2018 and closed at 3pm on Thursday 30 August 2018.

The term of the contract will be two (2) years with Council reserving the right to extend the contract if it so desires by adding an addition 2 x 1 year options. Tender submissions were received from:

- Casterton Memorial Hospital.

A tender evaluation panel formed to evaluate the submissions. The tender submission was assessed against the tender specifications taking into account 'price'; Quality & Safety; Compliance with home care standards: OHS: the economic contribution to the Glenelg Shire and the environmental sustainability considerations.

At the conclusion of the tender evaluation process for Contract 2017-18-28 for the Provision of Property Maintenance Services (Casterton District) Aged & Disability Services it has been recommended that the contract be awarded Casterton Memorial Hospital.

a. Council Plan Linkage and Policy Context

This contract aligns with the Council Plan theme Growing Glenelg which highlights sustaining and growing a diverse economy and social prosperity.

b. Legislative, Legal and Risk Management Considerations

The tender process was undertaken in accordance with procurement requirement of the *Local Government Act 1989*.

c. Consultation and/or communication processes implemented or proposed

Tenders were invited in accordance with Council's procurement policy and communications with prospective tenderers were via Council's Tender link website to ensure a fair and transparent platform for tendering.

Notification to the successful tender will also be provided following Council's resolution to award the contract.

F7. CONTRACT 2018-19-02 PROVISION OF PROPERTY MAINTENANCE SERVICES (CASTERTON DISTRICT) AGED & DISABILITY SERVICES

(continued)

d. Financial and Resource Implications and Opportunities

Cost for the provision of this contract will be incorporated within adopted budgets.

Separate Circulation – Confidential

The separate circulations listed in the table below have been designated as confidential by the Chief Executive Officer under sections 77(2)(c) of the Local Government Act 1989 (the Act):

No.	Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)	Relevant Grounds Under Section 89(2) of the Act	ECM
1.	Contract No. 2018-19-02 for the Provision of Property Maintenance Services (Casterton District) Aged & Disability Services, Tender Evaluation Matrix	Contains contractual matter - section 89 (2) (d) of the <i>Local Government Act 1989</i>	2474668

Cr Stephens returned to the meeting at 7.32pm.

F8. CONTRACT 2018-19-07 CHANGING PLACES DESIGN AND CONSTRUCT

Director: Robert Alexander, Director Assets

Executive Summary

This paper is to brief the Council on the tender evaluation process for the design and construction of the Changing Places toilet facility on the Portland Foreshore under Contract 2018-19-07 and recommends the awarding of the contract.

Officer Recommendation

1. That Council award Contract 2018-19-07 for the Changing Places Design and Construct to Godrik Construction Pty Ltd.
2. That the Chief Executive Officer be authorised to execute all documents relating to this contract.
3. That the Director Assets be authorised to complete all financial payments and endorse variations as applicable relating to this contract.

MOTION**MOVED Cr Wilson**

1. **That Council award Contract 2018-19-07 for the Changing Places Design and Construct to Godrik Construction Pty Ltd.**
2. **That the Chief Executive Officer be authorised to execute all documents relating to this contract.**
3. **That the Director Assets be authorised to complete all financial payments and endorse variations as applicable relating to this contract.**

SECONDED Cr White**CARRIED****Background/Key Information:**

This contract is to design and construct a Changing Places toilet facility on the Portland Foreshore.

Public Tenders were called on Tuesday 14 August 2018 and closed at 3pm on Thursday 13 September 2018. A total of one submission was received for evaluation from Godrik Construction Pty Ltd.

The Tender Evaluation Panel have considered the tender submission taking into account the selection criteria and weighting which covers price and value for money, experience and capability, methodology and OH&S policies and procedures. The tenderers references were also called as independent reference points for the evaluation.

F8. CONTRACT 2018-19-07 CHANGING PLACES DESIGN AND CONSTRUCT

(continued)

Based on the overall assessment undertaken by the Tender Evaluation Panel, it is recommended that Contract 2018-19- 07 be awarded to Godrik Construction Pty Ltd.

a. Council Plan Linkage and Policy Context

Connecting Glenelg – connecting people, places and spaces.

Liveable Glenelg – embracing inclusive, healthy, sustainable and diverse cultures.

b. Legislative, Legal and Risk Management Considerations

All legal and legislative requirements have been considered.

c. Consultation and/or communication processes implemented or proposed

Tenders were invited in accordance with Council's procurement policy and communications with prospective tenderers were via Council's Tender link website to ensure a fair and transparent platform for tendering.

Notification to the successful tender will also be provided following Council's resolution to award the contract.

d. Financial and Resource Implications and Opportunities

The contract will be managed by current resources within the organisation. A grant of \$100,000 was received from the Department of Health and Human Services Victoria (DHHS) for this project in the 2017/2018 financial year.

Variations may be required as part of this contract to address any unknown and unplanned activities associated with upgrading the current aged toilet facilities.

Separate Circulation – Confidential

The separate circulation listed in the table below have been designated as confidential by the Chief Executive Officer under sections 77(2)(c) of the Local Government Act 1989 (the Act):

No.	Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)	Relevant Grounds Under Section 89(2) of the Act	ECM
1.	Contract No. 2018-19-07 Changing Places Design & Construct, Tender Evaluation Matrix	Contains contractual matter - section 89 (2) (d) of the Local Government Act 1989	2474669

F9. YARRAMAN PARK INDOOR RIDING ARENA DRAFT ACCESS POLICY

Director: Edith Farrell, Director Community Services

Executive Summary

On 24 July 2018, Council resolved to develop new policies, procedures and licence documentation to support the implementation of new access arrangements for the Yarraman Park Indoor Riding Arena (the Arena).

This report is to update Councillors on the development of the draft Yarraman Park Indoor Riding Arena Access Policy (the Policy) and to seek approval for the public exhibition of the draft Policy.

Recommendation

1. That Council notes the draft Yarraman Park Indoor Riding Arena Access Policy.
2. That Council approves the public exhibition of the draft Policy for a period of two weeks commencing 24 October 2018.

MOTION**MOVED Cr Halliday**

1. **That Council notes the draft Yarraman Park Indoor Riding Arena Access Policy.**
2. **That Council approves the public exhibition of the draft Policy for a period of two weeks commencing 24 October 2018.**

SECONDED Cr Hawker**CARRIED****Background/Key Information:**

The Arena is located within the Yarraman Park Crown Land Reserve at Madeira Packet Rd, Portland. The reserve is managed by Council as Committee of Management (CoM) pursuant to the Crown Land (Reserves) Act 1978.

In October 2017, Council engaged Capiche Consulting to review the management and operational arrangements for the Arena and develop policies and procedures to address issues of risk and improve the way the facility is managed.

At the Ordinary Council Meeting on 24 July 2018, Council resolved to cease offering casual hire of the Arena due to the risk associated with this type of use and the resource implications for Council. Council also approved the development of new policies, procedure and licence documentation to implement a new management model for the Arena to increase the involvement of Licensees in arena management and safety in relation to their own members.

F9. YARRAMAN PARK INDOOR RIDING ARENA DRAFT ACCESS POLICY

(continued)

The draft Yarraman Park Indoor Riding Arena Access Policy has been developed following consultation with licenced user groups and previous casual users of the Arena. Consistent with the option endorsed by Council, the draft policy restricts Arena access to licenced user groups and their members; outlines the process and eligibility criteria for licence applications; and clarifies the responsibilities of licensees in relation to Arena safety.

a. Council Plan Linkage and Policy Context

Connecting Glenelg – Connecting people, places and spaces.

The ongoing operation of the arena contributes to community connectedness by supporting the activities of equine clubs across the Glenelg Shire.

Liveable Glenelg – Embracing inclusive, health, sustainable and diverse cultures.

The Arena contributes to community health outcomes by providing opportunities to participate in year-round recreational activities.

b. Legislative, Legal and Risk Management Considerations

These have been considered in the creation of this report. Leases and Licences established for the Arena must comply with requirements established under the Crown Land (Reserves) Act 1978.

Risk associated with Arena use is a primary consideration for Council. Key risks at the Arena have been identified through a comprehensive risk assessment, user consultation and the application of equine industry standards.

The development of:

- The draft Policy;
- New Licence Agreements and accompanying Special Conditions of Use;
- Arena safety rules; and
- Licensee induction procedures.

will help manage risks associated with Arena use. Council will also take a more active approach to monitoring and ensuring licensee compliance with their obligations under the new access arrangements.

c. Consultation and/or communication processes implemented or proposed

Key stakeholders were consulted during the development of the Policy. Consultation activities included an online survey of previous casual users of the Arena; individual consultation sessions; meetings with licensee groups and their representatives; and follow-up by email and telephone.

F9. YARRAMAN PARK INDOOR RIDING ARENA DRAFT ACCESS POLICY

(continued)

It is proposed that these stakeholders will be informed of the development of the draft Policy and invited to provide comment on the draft.

d. Financial and Resource Implications and Opportunities

The costs associated with the development of the draft Policy fall within the Recreation operational budget.

Separate Circulation – Confidential

The separate circulation listed in the table below have been designated as confidential by the Chief Executive Officer under sections 77(2)(c) of the Local Government Act 1989 (the Act):

No.	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>Relevant Grounds Under Section 89(2) of the Act</i>	<i>ECM</i>
1.	Draft Yarraman Park Indoor Riding Arena Access Policy	Proposed Developments – Section 89 (2) (e) of the <i>Local Government Act 1989</i>	2479916

Cr Stephens re-declared a Conflict of Interest in Item F10. Twilight Cinema Summer 2018/2019 Proposal and left the meeting at 7.38pm.

F10. TWILIGHT CINEMA SUMMER 2018/2019 PROPOSAL

Director: Edith Farrell, Director Community Services

Executive Summary

The purpose of this report is to present to Councillors the expressions of interest for hosting the Twilight Cinema this summer and to seek endorsement of groups proposed.

Recommendation

That Council endorse holding 5 twilight cinema events throughout the shire over the summer 2018/2019 at the following locations.

Club/Group	Proposed Date	Comments
Rotary Club of Portland Bay	October/November 2018	Run a new release movie in the Gardens. Showcasing the great venue and make it a family event with Food, drink and small night market.
Heywood Wagon Shed	30 November 2018	Community Event at Heywood Wagon Shed. Including Market Stalls, Kids Activities, Face Painting, BBQ, Raffle, Car Boot Sale, Christmas Photos. Alcohol Free event.
Casterton P&A Society Casterton Memorial Hospital	Late Nov/early Dec or February 2019	Propose a joint fund raising event, in lieu of 2 separate events.
Nelson Community Events	30 December 2018	Day before NYE, staffing may be an issue.
Relay for Life	15 February 2019	Large community event.

F10. TWILIGHT CINEMA SUMMER 2018/2019 PROPOSAL

(continued)

MOTION**MOVED Cr McDonald**

That Council endorse holding 5 twilight cinema events throughout the shire over the summer 2018/2019 at the following locations.

Club/Group	Proposed Date	Comments
Rotary Club of Portland Bay	October/November 2018	Run a new release movie in the Gardens. Showcasing the great venue and make it a family event with Food, drink and small night market.
Heywood Wagon Shed	30 November 2018	Community Event at Heywood Wagon Shed. Including Market Stalls, Kids Activities, Face Painting, BBQ, Raffle, Car Boot Sale, Christmas Photos. Alcohol Free event.
Casterton P&A Society Casterton Memorial Hospital	Late Nov/early Dec or February 2019	Propose a joint fund raising event, in lieu of 2 separate events.
Nelson Community Events	30 December 2018	Day before NYE, staffing may be an issue.
Relay for Life	15 February 2019	Large community event.

SECONDED Cr White**CARRIED****Background/Key Information:**

The Glenelg Shire advertised Expressions of Interest (EOI) to host the Twilight Cinema throughout the summer of 2018/2019, with 15 clubs/groups making submissions. The EOI was open from 19 July 2018 to 24 August 2018. Advertising was undertaken through social media, newspaper advertisement and emails to the Connect Glenelg mailing list. EOIs requested that potential hosts detail their proposed event and the infrastructure required to run their event. Clubs and Groups were invited to use this event as a fund raising opportunity.

The criteria for selection included consideration of a spread of events across the Shire, in addition to the capacity of groups to cater for the event and capacity to draw a good crowd to their event.

F10. TWILIGHT CINEMA SUMMER 2018/2019 PROPOSAL

(continued)

a. Council Plan Linkage and Policy Context

Growing Glenelg – Sustaining and growing a diverse economy and social prosperity.

Connecting Glenelg – Connecting people, places and spaces.

Liveable Glenelg – Embracing inclusive, health, sustainable and diverse cultures.

b. Legislative, Legal and Risk Management Considerations

Public Liability will be covered by the club or group hosting the event. All associated infrastructure will be the responsibility of the Glenelg Shire.

c. Consultation and/or communication processes implemented or proposed

The EOI was a result of numerous requests from the community to host the Twilight Cinema and the resulting numbers of applications show the demand for community fundraising events.

d. Financial and Resource Implications and Opportunities

Associated costs will be accommodated through the Tourism Unit's operational marketing budget. The budget for each event is approximately \$3,000 - \$4,000 including generator and lighting hire, security if alcohol is included, movie costs and staffing expenses.

Separate Circulation – Non Confidential

No.	Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)	ECM
1.	Pop up cinema 2018-2019 expressions of interest	2471841

Cr Stephens returned to the meeting at 7.39pm.

ANY OTHER PROCEDURAL MATTER:URGENT BUSINESS:RECEIPT OF ITEMS SUBMITTED FOR INFORMATION:INDEX – SEPARATE CIRCULATIONS TO REPORTS*Separate Circulation to Councillors, CEO, Director and available to the Public*

- E1. (1) Meeting Record of the Heritage Advisory Committee meeting held on Monday 17 September 2018
- E1. (2) Meeting Record of the Casterton Saleyards Advisory Committee meeting held on Tuesday 18 September 2018
- E1. (3) Assembly of Councillors – Councillor and CEO Briefing held on Tuesday 25 September 2018
- E1. (4) Assembly of Councillors – Councillors Briefing meeting held Tuesday 25 September 2018
- E1. (5) Meeting Record of the Glenelg Mara Quorin Aboriginal Advisory Committee meeting held on Tuesday 2 October 2018
- E1. (6) Assembly of Councillors - Councillor Workshop meeting held on Tuesday 9 October 2018
- F2. (1) Glenelg Shire Council Plan First Quarter Performance Report 2018/19
- F3. (1) FINAL Glenelg Shire Council Annual Report 2017/18
- F3. (2) FINAL Glenelg Shire Council Financial Report 2017/18
- F6. (1) Glenelg Shire Health and Wellbeing Plan 2017-21 Year One Reporting 2018
- F10. (1) Pop up cinema 2018-2019 expressions of interest

Separate Circulation to Councillors, CEO and Directors

- D1. (1) Glenelg Shire Council Aboriginal Education Scholarship 2019 (Applicant 1)
- D1. (2) Glenelg Shire Council Aboriginal Education Scholarship 2019 (Applicant 2)
- F1. (1) Councillor and Chief Executive Officer Leave of Absence Register
- F5. (1) List of 4 Rate Recovery Properties for Potential Sale
- F5. (2) Maps for Sale of Rate Recovery Properties
- F7. (1) Contract No. 2018-19-02 for the Provision of Property Maintenance Services (Casterton District) Aged & Disability Services, Tender Evaluation Matrix

INDEX – SEPARATE CIRCULATIONS TO REPORTS

(continued)

F8. (1) Contract No. 2018-19-07 Changing Places Design & Construct, Tender Evaluation Matrix

F9. (1) Draft Yarraman Park Indoor Riding Arena Access Policy

Recommendation

The documents separately circulated to Councillors, CEO, Directors and to the Public, as listed above, be received.

MOTION

MOVED Cr Wilson

The documents separately circulated to Councillors, CEO, Directors and to the Public, as listed above, be received.

SECONDED Cr Halliday

CARRIED

CLOSURE OF COUNCIL MEETING

THERE BEING NO FURTHER BUSINESS, THE MAYOR DECLARED THE MEETING CLOSED AT 7.40pm.

I HEREBY CERTIFY THAT PAGES 1 TO 44 ARE CONFIRMED AND ARE A TRUE AND CORRECT RECORD.

MAYOR

TUESDAY 27 NOVEMBER 2018

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