



# **MINUTES**

## **Ordinary Council Meeting**

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**6.00pm Tuesday 22 May 2018**

**VENUE:**  
**Bannockburn Shire Hall**  
**Council Chambers**  
**12 High Street, Bannockburn**

NEXT ORDINARY COUNCIL MEETING  
6.00pm Tuesday 26 June 2018

Copies of Golden Plains Shire Council's Agendas & Minutes  
Can be obtained online at [www.goldenplains.vic.gov.au](http://www.goldenplains.vic.gov.au)

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	Nil	

**MINUTES OF GOLDEN PLAINS SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE BANNOCKBURN SHIRE HALL, COUNCIL CHAMBERS, 12 HIGH STREET,  
BANNOCKBURN  
ON TUESDAY, 22 MAY 2018 AT 6.00PM**

**PRESENT:** Cr Helena Kirby (Mayor), Cr David Evans, Cr Joanne Gilbert, Cr Nathan Hansford, Cr Des Phelan, Cr Les Rowe, Cr Owen Sharkey

**IN ATTENDANCE:** Eric Braslis (CEO), Richard Trigg (Director Corporate Services), Jill Evans (Director Community Services), Greg Anders (Director Assets and Amenity) and Jason Clissold (Finance Manager)

**1 OPENING DECLARATION**

The Mayor read the Opening Declaration.

**2 ACKNOWLEDGEMENT OF COUNTRY**

The Mayor acknowledged the Traditional Custodians of the land and paid her respects to elders both past and present.

**3 APOLOGIES AND LEAVE OF ABSENCE**

Nil

**4 CONFIRMATION OF MINUTES**

**RESOLUTION**

Moved: Cr Nathan Hansford

Seconded: Cr David Evans

**That the minutes of the Ordinary Council Meeting held on 24 April 2018 be confirmed.**

**CARRIED**

**5 DECLARATION OF CONFLICT OF INTEREST**

No Conflicts of Interest were declared.

## **6 ASSEMBLY OF COUNCILLORS**

### **6.1 ASSEMBLY OF COUNCILLORS**

#### **EXECUTIVE SUMMARY**

To present Council with written records of Assembly of Councillors in accordance with section 80A of the Local Government Act 1989 from 25 April 2018 to 21 May 2018.

#### **RESOLUTION**

Moved: Cr Joanne Gilbert

Seconded: Cr Owen Sharkey

**That Council notes the Assembly of Councillors Record from 25 April 2018 to 21 May 2018 as attached.**

**CARRIED**

## **7 BUSINESS REPORTS FOR DECISION**

### **7.1 CITIZEN RECOGNITION**

#### **EXECUTIVE SUMMARY**

Golden Plains Shire is proud to recognise the fantastic achievements and contributions made by young people in the community. We are fortunate today to present a Citizen Recognition Award, which includes a certificate of recognition to Tanner Stack.

Tanner Stack is being recognised for his achievement in sport.

- Tanner is 11 years old, lives in Sutherland Creek, attends Kardinia International College and has been playing baseball for three years.
- Tanner is competing in a baseball tournament in the Under 12 age group in Japan.

#### **RESOLUTION**

Moved: Cr Nathan Hansford

Seconded: Cr Les Rowe

**That Council acknowledges the achievements and contributions made by Tanner Stack in the field of baseball.**

**CARRIED**

## **7.2 GOLDEN PLAINS SHIRE MUNICIPAL EMERGENCY MANAGEMENT PLAN 2017-2020 - ADOPTION**

### **EXECUTIVE SUMMARY**

To seek Council approval to adopt the Golden Plains Shire Municipal Emergency Management Plan 2017-2020 (The Plan). The Plan was approved by the Golden Plains Shire Municipal Emergency Management Planning Committee (MEMPC) on the 1 May 2018.

### **RESOLUTION**

Moved: Cr David Evans  
Seconded: Cr Owen Sharkey

**That Council adopt The Golden Plains Shire Municipal Emergency Management Plan 2017-2020, Version 2.0 dated 22 May 2018**

**. CARRIED**

## **7.3 PLANNING APPLICATION P17-211 FOR A FOUR LOT SUBDIVISION AT 40 FAIRWAY CRESCENT**

### **EXECUTIVE SUMMARY**

The application proposes the development of the land for a four lot subdivision (refer to Attachment 1). It is proposed to subdivide the land as follows:

- Lot 1 is rectangular in shape, contains the existing two dwellings, shed and part of the existing driveway to Fairway Crescent and has an area of approximately 0.47 hectares. The new lot has frontage directly to Fairway Crescent. A new driveway and crossover will be required to be constructed for this lot.
- Lot 2 is proposed to be a battle-axed shaped allotment with an area of approximately 0.50 hectares. The new lot has a 6 metre wide frontage directly to Fairway Crescent. A new driveway will be required to be constructed for access to the existing dwellings. Lot 2 will utilise the existing crossover onto Fairway Crescent (shared with Lot 3).
- Lot 3 is proposed to be a battle-axe shaped allotment. Lot 3 is currently developed with an existing shed and will be approximately 0.42 hectares in size. The lot has a 6 metre frontage to Fairway Crescent. A new driveway will be required to be constructed to Fairway Crescent providing shared access with Lot 2.
- Lot 4 is currently developed with part of an existing shed, and has an area of approximately 0.40 hectares. The lot has frontage to Fairway Crescent. A new driveway and crossover will be required to be constructed for this lot.

A carriageway easement will be located at the frontage of Lots 2 & 3 for the first 15 metres along the single battle axe driveways, in favour of the opposite lot. The use of this carriageway is to reduce the number of crossovers on Fairway Crescent and create the appearance of a single access driveway.

Landscaping will also be required along the frontage of the battle axe driveways to delineate the single access driveway separating into the two lots. This will help to improve the appearance of the access along Fairway Crescent.

### **RESOLUTION**

Moved: Cr Nathan Hansford  
Seconded: Cr Owen Sharkey

**Amendment**

Moved: Cr David Evans

Seconded: Cr Les Rowe

That Lot 2 and 3 have common lane access by a 6 metre wide sealed drive. Existing boundary trees to be remain and for screening trees to be planted in Lots 2 and 3 and on the eastern side of Lot 2.

Motion was lost

**Original motion was brought forward**

***That Council resolve to issue a Notice of Decision to Grant a Permit for the development of a four lot subdivision at 40 Fairway Crescent, Teesdale (Lot 15 on Plan of Subdivision 128683), subject to the following conditions:***

- 1. Before the Plan of Subdivision is Certified under the Subdivision Act 1988, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and a minimum of three copies must be provided. The plans must generally be in accordance with the plan submitted with the application but modified to show:***
  - a) Access to Lots 2 & 3 must be via a shared all weather access driveway of 5 metre minimum width.***
- 2. The layout of the subdivision and the size and dimensions of the proposed lots must conform generally with the endorsed plan.***
- 3. The formal plan of subdivision must be modified to a standard necessary for the certification of the plan and must show in particular:***
  - a) The bearings and distances of all allotment boundaries, lot numbers and street names;***
  - b) Any other minor requirements of Council.***
- 4. Before the Plan of Subdivision is Certified under the Subdivision Act 1988, a restriction must be placed on the plan of subdivision that provides for the following to the satisfaction of the responsible authority:***
  - a) A carriageway easement on Lot 2 in favour of Lot 3 for 15 metres of the shared access.***
  - b) A carriageway easement on Lot 3 in favour of Lot 2 for 15 metres of the shared access.***

***This requirement is at the owner's expense and must not be varied except with the written consent of the responsible authority.***
- 5. Before the Plan of Subdivision is Certified under the Subdivision Act 1988, a landscape plan must be submitted to and approved by the responsible authority. The landscaping must be in accordance with the landscaping shown on the Design Response Plan but modified to show a planting schedule and location for all proposed trees, shrubs and ground cover which will include the location and size at maturity of all plants, and the botanical names of such plants.***

***The Design Response Plan must also ensure that there is no fencing erected along the boundary between Lots 2 and 3 for at least a distance of 15 metres north from the northern boundary of Fairway Crescent.***

- 6. Before the issue of a Statement of Compliance under the Subdivision Act 1988, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.***

7. ***The landscaping as shown on the approved plans must be maintained for a period of 12 months from the date of when the Statement of Compliance was issued for the subdivision.***
8. ***Before the issue of a Statement of Compliance under the Subdivision Act 1988, the applicant or owner must pay to Council a sum equivalent to 5% of the site value of all the land in the subdivision in lieu of public open space in accordance with Section 18 of the Subdivision Act 1988.***

***The applicant or owner must pay on demand to Council, the Council's reasonable costs and expenses to provide valuation for payment in lieu of open space.***
9. ***Before the issue of a Statement of Compliance under the Subdivision Act 1988, sheds on Lots 3 and 4 must be removed from the site.***
10. ***Before the issue of a statement of compliance under the Subdivision Act 1988, all existing and proposed easements and sites for existing or required utility services, drainage and roads on the land must be set aside in the Plan of Subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.***
11. ***The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.***
12. ***The Owner of the land must enter into an agreement with:***
  - a) ***a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and***
  - b) ***a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where National Broadband Network will not be provided by optical fibre.***
13. ***Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:***
  - a) ***a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time.***
  - b) ***a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.***
14. ***This permit will expire if:***
  - a) ***The plan of subdivision is not certified within two years of the date of this permit; or***
  - b) ***The registration of the subdivision is not completed within five years of the date of certification.***

***The responsible authority may extend the periods referred to if a request is made in writing before the permit expires or within six months afterwards.***

***Environmental Health Department***

15. ***Before the Statement of Compliance is issued under the Subdivision Act 1988, the existing septic tank system must be altered/decommissioned/replaced and brought into compliance with the latest version of the 'EPA Code of Practice – Onsite Wastewater Management' to the satisfaction of the responsible authority.***
16. ***Any dwelling on the allotment/s must be connected to reticulated sewerage, if available. If reticulated sewerage is not available, all wastewater must be treated and retained within the lots in accordance with the State Environment Protection Policy (Waters of Victoria) under the Environment Protection Act 1970.***

**Works Department**

17. *Before the issue of a statement of compliance under the Subdivision Act 1988, the developer must provide an open earth drain along:*
- a) *the northern boundary of Lots 2 & 3;*
  - b) *the eastern boundary of Lots 1 & 2;*
  - c) *the northern boundary of Lots 1 & 4; and*
  - d) *perimeter drains along the eastern boundary of Lots 3 & 4;*
  - e) *discharge to the existing swale drain in Fairway Crescent;*
  - f) *provide to each allotment in the subdivision a discharge point; and*
  - g) *open drains where required must be contained within a minimum 5m drainage easement which must be set aside on the Plan of Subdivision for this purpose.*

*Where required by the responsible authority, existing downstream drainage must be upgraded including deepening and regrading sections of open drains in Fairway Crescent. Works must be in accordance with requirements of Golden Plains Shire Council contained in its Infrastructure Design Manual (IDM) and to the satisfaction of the responsible authority.*

18. *Before the issue of a statement of compliance under the Subdivision Act 1988, a vehicle crossing to each lot must be provided or existing vehicle crossing upgraded by provision of a crushed rock drive entry, reinforced concrete pipe culvert and mountable end walls conforming to the requirements of Golden Plains Shire Council contained in its Infrastructure Design Manual (IDM) standard drawing SD 255 and to the satisfaction of the responsible authority.*
19. *Before the issue of a statement of compliance under the Subdivision Act 1988, a 5 metre wide all weather vehicle access must be provided for the length of the shared access to Lots 3 & 4 conforming to the requirements of the Golden Plains Shire Council contained in the Infrastructure Design Manual (IDM) and to the satisfaction of the responsible authority.*
20. *Prior to certification under the Subdivision Act 1988, and before any construction works associated with the subdivision starts, detailed construction plans and drainage computations to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. Construction plans must be to Golden Plains Shire Council's infrastructure and Design (IDM) standards and specifications.*

*Note: Prior to certification the responsible authority will require a plan showing the location of all existing and proposed vehicle crossings. The plan is required to show setback distances of existing and proposed crossovers from the closest property boundary to the satisfaction of the responsible authority. The plan is required to satisfy Regulation 29 of the Subdivision (Procedures) Regulations 2011, allowing the allocation of street numbers.*

*Note: A 'Works within Road Reserves' Permit must be obtained from the responsible authority prior to the carrying out of any vehicle crossing works.*

**BARWON WATER CONDITIONS****General**

21. *The plan of subdivision must be referred to Barwon Water in accordance with the Subdivision Act 1988 and any subsequent amendments to the plan provided to Barwon Water.*

**Water**

22. *The provision and installation of individual water services to all lots in the subdivision. A dimensioned plan showing location of all services relative to the allotment boundaries is to be submitted.*
23. *The payment of New Customer Contributions for water for each additional connection which includes any new lot on a plan of subdivision and/ or any apartment, unit, or premises within the development that is or can be separately metered for water supply.*
24. *An additional tapping(s) is to be supplied to service the proposed development. Note that tapings and services are not to be located under existing or proposed driveways.*



25. *Barwon Water's records indicate than an existing water service and meter is located on this property. A dimensioned plan showing the location of existing meters, and the location of the meter relate to the existing boundaries, and its number, is to be submitted. Private water service pipes are not permitted to cross allotment boundaries and must be plugged and abandoned at the boundaries of such allotments.*

*Note: The developer is to apply to Barwon Water for details relating to costs and conditions required for the provision of water supply and sewerage services to the subdivision. It would be appreciated if all communication between the developer/agent and Barwon Water quote Barwon Water reference number L014450.*

#### **POWERCOR CONDITIONS**

26. *The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to Powercor Australia Ltd in accordance with Section 8 of that Act.*

27. *The applicant shall:-*

- a) *Provide an electricity supply to all lots in the subdivision in accordance with Powercor's requirements and standards, including the extension, augmentation or re-arrangement of any existing electricity supply system, as required by Powercor (A payment to cover the cost of such work will be required). In the event that a supply is not provided the applicant shall provide a written undertaking to Powercor Australia Ltd that prospective purchasers will be so informed.*
- b) *Where buildings or other installations exist on the land to be subdivided and are connected to the electricity supply, they shall be brought into compliance with the Service and Installation Rules issued by the Victorian Electricity Supply Industry. You shall arrange compliance through a Registered Electrical Contractor.*
- c) *Any buildings must comply with the clearances required by the Electricity Safety (Network Assets) Regulations.*
- d) *Any construction work must comply with Energy Safe Victoria's "No Go Zone" rules.*
- e) *Set aside on the plan of subdivision for the use of Powercor Australia Ltd reserves and/or easements satisfactory to Powercor Australia Ltd where any electric substation (other than a pole mounted type) is required to service the subdivision.*  
*Alternatively, at the discretion of Powercor Australia Ltd a lease(s) of the site(s) and for easements for associated powerlines, cables and access ways shall be provided. Such a lease shall be for a period of 30 years at a nominal rental with a right to extend the lease for a further 30 years. Powercor Australia Ltd will register such leases on the title by way of a caveat prior to the registration of the plan of subdivision.*
- f) *Provide easements satisfactory to Powercor Australia Ltd, where easements have not been otherwise provided, for all existing Powercor Australia Ltd electric lines on the land and for any new powerlines required to service the lots and adjoining land, save for lines located, or to be located, on public roads set out on the plan. These easements shall show on the plan an easement(s) in favour of "Powercor Australia Ltd" for "Powerline Purposes" pursuant to Section 88 of the Electricity Industry Act 2000.*
- g) *Obtain for the use of Powercor Australia Ltd any other easement external to the subdivision required to service the lots.*
- h) *Adjust the position of any existing easement(s) for powerlines to accord with the position of the line(s) as determined by survey.*
- i) *Obtain Powercor Australia Ltd's approval for lot boundaries within any area affected by an easement for a powerline and for the construction of any works in such an area.*
- j) *Provide to Powercor Australia Ltd, a copy of the version of the plan of subdivision submitted for certification, which shows any amendments which have been required.*

*Note: It is recommended that, at an early date, the applicant commences negotiations with Powercor for supply of electricity in order that supply arrangements can be worked out in detail, so prescribed information can be issued once all electricity works are completed (the release to the municipality enabling a Statement of Compliance to be issued). Prospective purchasers of lots in this subdivision should contact Powercor Australia Ltd to determine the availability of a supply of electricity. Financial contributions may be required.*

**CARRIED**

## **7.4 QUARTERLY FINANCIAL REPORT - 9 MONTHS ENDED 31 MARCH 2018**

### **EXECUTIVE SUMMARY**

As at 31 March 2018, the Income Statement shows total operating revenue of \$34.9m and total operating expenditure of \$27.8m which results in a year to date surplus of \$7m. This is \$145k favourable compared to the adopted budget. The surplus from operations is forecast to be \$6.8m for the year ending 30 June 2018, which has subsequently been revised to a surplus of \$6.5m.

The forecast cash balance, compared to the original budget at 30 June 2018 is forecast to be \$4.4m favourable. This is primarily due to the announcement that the Federal Government will once again distribute 50% (\$2.7m) of the 2018-19 FAG's funding early in June 2018.

The forecast figures reported in the Statements reflect the original budget adopted by Council, adjusted for roll forwards from 2016-17, budget reallocations and any known permanent variances. The Quarterly Financial Report has been reviewed by Senior Management and will be tabled at the Audit and Risk Committee meeting scheduled for 5 June 2018.

### **RESOLUTION**

Moved: Cr Des Phelan

Seconded: Cr Joanne Gilbert

**That Council adopt the Quarterly Financial Report for the 9 Months Ended 31 March 2018.**

**CARRIED**

## **7.5 COUNCIL POLICY REVIEW - 3.2 PROCUREMENT**

### **EXECUTIVE SUMMARY**

Council's existing Procurement Policy is required to be reviewed annually. There are three minor recommended changes to the Procurement Policy being:

- Clarification of what municipalities are included in G21, within the definition of 'Local';
- Inserted the reference to 'for the community' under the definition of 'Social Procurement'; and
- Reference to Child Wellbeing and Safety Act has been inserted in section 2.2.2 - Standards

### **RESOLUTION**

Moved: Cr Nathan Hansford

Seconded: Cr Joanne Gilbert

**That Council Policy 3.2 – Procurement be adopted with minor amendments, as attached.**

**CARRIED**

**7.6 COUNCILLOR EXPENSES REPORT - 9 MONTHS ENDED 31 MARCH 2018****EXECUTIVE SUMMARY**

The attached report provides a record of expenditure made on behalf of Councillors in the performance of their duties.

**RESOLUTION**

Moved: Cr Joanne Gilbert

Seconded: Cr Les Rowe

**That Council note the contents of the Councillor Expenses Report for the nine months ended 31 March 2018.**

**CARRIED**

**7.7 MAINTENANCE TRUCK WITH HORIZONTAL DISCHARGE (GPS-RFT13/2018) - AWARDING OF TENDER****EXECUTIVE SUMMARY**

This report seeks Council approval to the awarding of a tender for the supply and delivery of one new Maintenance Truck with attached Horizontal Discharge as per tender GPS-RFT13/2018. There are two parts to this plant item, the first is the truck cab/chassis and the second part is the road pavement repair body attachment. Tenders were sought through the MAV Procurement Plant, Machinery and Equipment contract. This contract was established in accordance with s.186 of the Local Government Act 1989.

**RESOLUTION**

Moved: Cr Nathan Hansford

Seconded: Cr Owen Sharkey

**That Council resolves to award Contract GPS-RFT13/2018 – New Maintenance Truck with attached Horizontal Discharge model FE7JJMA-UAU Hino 500 1426 Medium Auto with Flocon body to The Geelong Truck Company Unit Trust for the tendered amount of \$215,285.29 (Excluding GST).**

**CARRIED**

**It is noted that Cr David Evans abstained from voting**

**7.8 COMPACT ROAD AND PAVEMENT SWEEPER (GPS-RFT14/2018) - AWARDING OF TENDER****EXECUTIVE SUMMARY**

This report seeks Council approval to award the tender for the supply and deliver of a new Compact Road and Pavement Sweeper of hopper volume approximately 2m<sup>3</sup>. Tenders were sought through the MAV Procurement Plant, Machinery and Equipment Contract. This contract was established in accordance with section 186 of the Local Government Act 1989.

**RESOLUTION**

Moved: Cr Joanne Gilbert

Seconded: Cr Nathan Hansford

**That Council resolves to award Contract GPS-RFT14-2018 - Compact Road and Pavement Sweeper to Bucher Municipal Pty Ltd for the Tendered amount of \$169,991.00 (Excluding GST).**

**CARRIED**

**7.9 GEELONG RURAL AND PERI-URBAN ADVISORY COMMITTEE - APPOINTMENT OF THE COUNCIL DELEGATE****EXECUTIVE SUMMARY**

The City of Greater Geelong (COGG) has recently established a Rural and Peri-Urban Advisory Committee (RPUAC) and has offered the opportunity for the G21 Councils to nominate a Council representative on the committee (Attached).

**RESOLUTION**

Moved: Cr Les Rowe

Seconded: Cr Owen Sharkey

**That Council appoint Councillor David Evans as its delegate and Councillor Des Phelan as its Deputy on the City of Greater Geelong Rural and Peri-Urban Advisory Committee.**

**CARRIED**

**7.10 DELEGATES REPORT - 25 APRIL 2018 TO 22 MAY 2018****Cr Helena Kirby**

25 April	Bannockburn ANZAC Day Service
	Teesdale ANZAC Day Service
	Inverleigh ANZAC Day Service
	Shelford ANZAC Day Service
	Rokewood ANZAC Day Service
27 April	Linton Football Club
30 April	Catherine King MP meeting
3 May	Inverleigh Sporting Complex Oval Lighting Upgrade Opening
4 May	Gathering of the Elders Ceremony
9 May	Federation University 2018 Graduation Ceremony

10 May	Central Highlands 'Prevention Lab' breakfast
11 May	Mayoral Round Tables 2018
	Jaala Pulford MP meeting
14 May	Rural Financial Counselling Service – Colac Regional Advisory Group
16 May	Launch of UNESCO Creative Cities Network
18 May	MAV State Council
	Victorian Government Post Budget Wrap Up
21 May	Voice FM Interview
22 May	National Volunteers Week morning tea

**Cr Owen Sharkey**

27 April	Tourism Greater Geelong & Bellarine Chairman's Luncheon
3 May	Tourism Greater Geelong & Bellarine Board Meeting
9 May	Meeting with Batesford Community / CEO Regarding open space
13 May	Richard Riordan MP Meeting

**Cr Nathan Hansford**

18 May	Municipal Association of Victoria (MAV) State Council
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**8 NOTICES OF MOTION**

Nil

**9 CONFIDENTIAL ITEMS**

Nil

**The Meeting closed at 7.50pm.**

**The Minutes of this meeting were confirmed at the Ordinary Council Meeting held on 26 June 2018.**

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**Cr Helena Kirby, Mayor**