



Council Meeting Minutes

27 November 2024 at 4pm

COPACC Meeting Rooms 1 & 2

COLAC OTWAY SHIRE COUNCIL MEETING

Wednesday 27 November 2024

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COLAC OTWAY SHIRE COUNCIL MEETING

MINUTES of the **COUNCIL MEETING OF THE COLAC OTWAY SHIRE COUNCIL** held at COPACC on Wednesday 27 November 2024 at 4:00 PM.

MINUTES

1 DECLARATION OF OPENING OF MEETING

OPENING PRAYER

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

AMEN

2 ACKNOWLEDGEMENT OF COUNTRY

Colac Otway Shire acknowledges the original custodians and law makers of this land, their elders past, present and emerging.

RECORDING AND PUBLICATION OF MEETINGS

Please note: All Council meetings will be live streamed and recorded when the meeting is held either at COPACC or online. This includes the public participation sections of the meetings. When meetings are held in other locations, Council will endeavour to make an audio recording of the meeting for community access. Matters identified as confidential items in the Agenda will not be live streamed or recorded regardless of venue or mode.

By participating in open Council meetings, individuals consent to the use and disclosure of the information they share at the meeting (including any personal and/or sensitive information).

As soon as practicable following each open Council meeting, the live stream recording will be accessible on Council's website. Audio recordings are also taken to facilitate the preparation of the minutes of open Council meetings and to ensure their accuracy. Recordings will be retained by Council for a period of four years.

This meeting will be livestreamed to the public via Council's YouTube channel (search Colac Otway Shire Council at www.youtube.com).

OATH OF OFFICE

The Mayor, Cr Jason Schram, noted that all Councillors present at this meeting took the Oath of Office before the Chief Executive Officer at COPACC, in Colac, on 11 November 2024. A copy of the Oath is attached at the end of this document, in accordance with the requirements of section 30(2)(c) of the Local Government Act 2020.

3 MEETING ADMINISTRATION

3.1 Present

Cr Jason Schram (Mayor)
Cr Phil Howard (Deputy Mayor)
Cr Chris Potter
Cr Zoe Hudgell
Cr Charlie Buchanan
Cr Mick McCrickard
Cr Chrissy De Deugd

Anne Howard, Chief Executive Officer
Andrew Tenni, General Manager Corporate Services
Doug McNeill, Acting General Manager Infrastructure and Operations
Ian Seuren, General Manager Community and Economy
Steven O'Dowd, Manager Governance, Customer and Communications
Matilda Hardy-Smith, Coordinator Council Business
Dianne Cornish, Council Business Officer

3.2 Apologies and Leaves of Absence

Nil.

3.3 Confirmation of Minutes

RESOLUTION

That Council confirm the minutes of the Council Meetings held on 11 September 2024, 18 September 2024 and 16 October 2024.

CARRIED 7 : 0

3.4 Declarations of Interest

Nil.

4 QUESTION TIME

A maximum of 30 minutes is allowed for question time. To ensure that each member of the gallery has the opportunity to ask questions, it may be necessary to allow a maximum of two questions from each person in the first instance. Question time is not a forum for public debate or statements.

QUESTIONS RECEIVED IN WRITING PRIOR TO THE MEETING

Noor Petersen

Background Information

To All Councillors,
Congratulations on your appointments. May it be a productive term, working diligently to deliver the best to your constituents.

Free Palestine Letter to COS

At the end of 2023 a wave of councils around Melbourne began passing pro-Palestinian motions. Meanwhile groups within the Colac Otway shire supporting this issue plan and meet. The world can no longer be immune or silent to the decades of the plight of occupied Palestine, and the humanitarian crisis in Gaza.

Your constituents supporting a pro-Palestinian voice are many and varied, (including the small community of Muslims), following their conscience as the horror continues, rallying for and demanding justice.

Many global organisations, including Amnesty International, the UN, UNICEF and many national governments, have condemned these atrocities. And now the recent ICC ruling, which has consequences for Australia, being a signatory to the Rome Statute, recognize the crimes against the Palestinians. We all as Australians can no longer equivocate on the continual Israeli attacks.

A call for an immediate, unconditional and permanent ceasefire and a call for withdrawal of Israel from occupied Palestinian land.

1. Has there been any discussion among councillors specifically condemning the Israeli crimes and calling for a ceasefire?
2. What commitment are you willing to make to ensure the Council upholds the values of human rights and peace, be it locally or globally?
3. Can the Council discuss the following to formulate a motion, similar to what other Councils have passed, and publicly add your statement of support to this growing list?

Response from General Manager Community and Economy

This issue hasn't been discussed with Councillors and at this time there is nothing scheduled for a discussion. In the next 12 months Councillors will establish the Council

Plan for the four-year term and that will shape the strategic direction for Council including what types of things they wish to be involved in.

David Walsh

Background Information

I respectfully submit and request that this letter be tabled and answered at the ordinary Council meeting on 27-11-2024

I have listed the eleven job vacancies advertised by Colac Otway Shire in October 2024.

Building Maintenance trades person \$72-82k per year.

Executive Assistant to the CEO and Mayor \$86-93k per year.

Governance Officer \$86-93k per year.

Manager Community places \$150-160k per year.

Manager Community services \$160-175k per year.

Manager Economy & Creative Industries \$150-160k per year.

Manager Planning & Building \$160-170k per year.

Manager Program Delivery \$160-170k per year.

Manager Service & Operations \$160-170k per year.

Manager Sustainable Environments \$140-150k per year.

Senior Governance Advisor \$160k per year.

I believe If we employed just one less manager we could double the footpath renewal budget. If we employed three less managers, we could double the footpath and the drainage budgets and so on.

1. How many of these positions are newly created jobs?
2. How many of these management positions are replacements?
3. Do we really need so many people in management justifying their jobs making rules that only delay and complicate life for ratepayers?
4. At the end of the day how many of these jobs are not necessary?

Response from General Manager Corporate Services

The recent recruitment campaign is the result of a range of factors, including some vacancies in key roles, as well as a re-design of the organisation structure leading to some new positions replacing former positions.

Organisation structures should not remain static, as we should regularly review the make-up and structure of our workforce. We have recently completed a review of the Council's management structure to ensure that we continue to build our capabilities to

ensure that we are well-placed to deliver on the strategic objectives set by Council as well as the day-to-day business of Council.

There were a number of reasons why this restructure and recruitment is taking place late in 2024 including:

- *Council's decision to continue to provide aged care services and transition to the Commonwealth's new aged care reforms included an investment in a Manager's role to lead this change.*
- *There were a few vacancies created with the departure of some people that allowed for a review of how responsibilities were distributed.*

The outcomes of the review are aimed to;

- *Strike a better balance of workloads between and across Divisions,*
- *Enable the successful implementation of service delivery transformation in aged care*
- *Strengthen our capacity and focus to deliver on the priorities of Council,*
- *Provide enhanced career pathways and job enrichment by designing greater opportunities for existing staff to develop their career with Council and continuing to 'grow our own.'*

The majority of the Manager roles that we are recruiting for are different to previous roles, but to varying degrees. Some are entirely new, while others have some minor changes to responsibilities.

While some people question the importance of a strong management structure, compared to perhaps the staff who drive graders, lifeguards, or events officers, it is critical that Councils have a well-structured and staffed management team. Council is a complex organisation delivering a wide range of services. Many of these are high risk and most are also highly regulated. The management team ensures that Council's employees are clear on their work plans and are supported to deliver the important services our community depend on.

There are also two roles that are vacancies and are more straight-forward recruitment, being the Governance Officer and Executive Assistant roles.

Overall, the changes have been made within the existing FTE level at Council, it hasn't increased the amount of FTE Council employees.

QUESTIONS RECEIVED VERBALLY AT THE MEETING

Tosh-Jake Finnigan

Thank you very much. I say to all councillors', congratulations on your election and congratulations in particular to Councillor Schram and to Councillor Howard who have been elected Mayor and Deputy Mayor for the next year.

My question relates to item 7.1. In relation to table 3B of the budget transfers, Council will this evening consider approving a \$171,300 community grants program from the current operations budget. The money spent on community grants gets some of the best returns for our community, as high as \$10 of in-kind contributions from the community for each dollar

handed out and grants. With this in mind, will councillors consider ending the free lunch perk that they receive and directing this money, which is spent only for the benefit of the Councillors who take free lunch, towards our community grants program where we can see a much larger benefit.

Response Chief Executive Officer

*Thankyou Mx Finnigan, through the Chair, I am not sure officers would be able to discuss that. As you're aware, it would be a great discussion to have around the time that Council considers the development of the budget. The project transfer table isn't going to a reallocation in any way. Just for clarity, the project transfer table is merely just ring-fencing money that has been allocated to community grants program, onto a project account so that if it is not all taken up by community at the end of the year, it's not lost through the end of year process. That's what the purpose of this is.
Thankyou*

5 PETITIONS / JOINT LETTERS

Nil.

6 PLANNING AUTHORITY AND RESPONSIBLE AUTHORITY DECISIONS

Nil reports.

Item: 7.1

Project Budget Adjustments and Cash Reserve Transfers - October 2024

OFFICER	Paula Gardiner
CHIEF EXECUTIVE OFFICER	Anne Howard
DIVISION	Executive
ATTACHMENTS	Nil

RESOLUTION

Moved Cr Potter, Seconded Cr Howard

That Council:

- 1. Approves the project budget adjustments in Table 3a.*
- 2. Approves the project budget adjustments in Table 3b.*

CARRIED 7 : 0

Item: 7.2

Appointments to Committees and External Organisations

OFFICER	Steven O'Dowd
CHIEF EXECUTIVE OFFICER	Anne Howard
DIVISION	Executive
ATTACHMENTS	Nil

RESOLUTION

Moved Cr Potter, Seconded Cr McCrickard

That Council determines that:

- 1. Councillors Phil Howard and Jason Schram are appointed to Council's Audit and Risk Committee.*
- 2. Councillor Jason Schram is appointed to the G21 Geelong Region Alliance (Board).*
- 3. Councillor Jason Schram is appointed to the SouthWest Victoria Alliance (Board).*
- 4. Geelong Regional Library Corporation representative is Cr Mick McCrickard*
- 5. Geelong Regional Library Corporation substitute representative is Cr Chrissy De Deugd*
- 6. Australian Local Government Association representative is Cr Chris Potter*
- 7. Australian Local Government Association substitute representative is Cr Chrissy De Deugd*
- 8. Municipal Association of Victoria representative is Cr Phil Howard*
- 9. Municipal Association of Victoria substitute representative is Cr Zoe Hudgell*
- 10. Colac Municipal Aerodrome Advisory Committee representative is Cr Chris Potter*
- 11. Colac Regional Saleyards Advisory Committee representative is Cr Charlie Buchanan*
- 12. Lake Colac Advisory Committee representatives are Cr Mick McCrickard and Cr Zoe Hudgell*

13. *Mooleric Road Quarry Consultative Committee representative is Cr Chris Potter*
14. *Ondit Road Quarry Consultative Committee representative is Cr Chris Potter*
15. *Colac Road Safety Group representative is Cr Mick McCrickard*
16. *Rural Councils Victoria representative is Cr Chrissy De Deugd*
17. *Geelong City Deals Community Reference Group (Observer) – Apollo Bay Harbour, Kennett River Traffic and Parking representative is Cr Chris Potter*
18. *Timber Towns Victoria Committee representative is Cr Charlie Buchanan*
19. *G21 Cultural and Economic Development Pillar representative is Cr Zoe Hudgell*
20. *G21 Health and Wellbeing Pillar representative is Cr Mick McCrickard*
21. *G21 Transport and Planning Pillar representative is Cr Chris Potter*
22. *G21 Sustainability Pillar representative is Cr Chrissy De Deugd*
23. *Notes that all Councillors are appointed to the Planning Committee, Submissions Committee and Chief Executive Officer Employment Matters Advisory Committee as set out in their respective Terms of Reference.*

CARRIED 7 : 0

Item: 7.3

New Members - Community Asset Committee - Beech Forest Hall

OFFICER	Steve O'Dowd
CHIEF EXECUTIVE OFFICER	Anne Howard
DIVISION	Executive
ATTACHMENTS	Nil

RESOLUTION

Moved Cr Hudgell, Seconded Cr McCrickard

That Council:

1. *Appoints the following members to the Beech Forest Hall Community Asset Committee:*
 - a. *Belinda Wickens*
 - b. *Samantha Lee*
2. *Notes that these appointments cease upon resignation of the members or further resolution of Council.*

CARRIED 7 : 0

Item: 8.1
**Quarterly Performance Report - 1 July to 30
September 2024**

OFFICER	Andrew Tenni
GENERAL MANAGER	Andrew Tenni
DIVISION	Corporate Services
ATTACHMENTS	1. Quarterly Performance Report 2024-25 - Q 1 - July to September 2024 [8.1.1 - 37 pages]

RESOLUTION

Moved Cr Potter, Seconded Cr Howard

That Council notes the Quarterly Performance Report for the first quarter 2024-25, for the period 1 July 2024 – 30 September 2024.

CARRIED 7 : 0

Item: 8.2

Audit and Risk Committee Meeting - Unconfirmed Minutes - 9 and 12 September 2024

OFFICER	Natasha Skurka
CHIEF EXECUTIVE OFFICER	Anne Howard
DIVISION	Executive
ATTACHMENTS	1. Unconfirmed Minutes Audit and Risk Committee Meeting - 9 & 12 September 2024 [8.2.1 - 9 pages]

RESOLUTION

Moved Cr Potter, Seconded Cr De Deugd

That Council receives for information the Colac Otway Shire Audit and Risk Committee unconfirmed minutes, dated 9 and 12 September 2024.

CARRIED 7 : 0



Oath or Affirmation of Office

Monday 11th November 2024

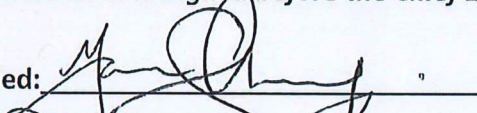
As per Section 30 of the Local Government Act 2020:

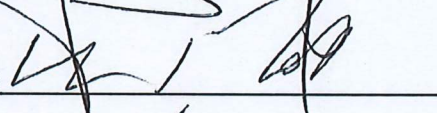
"I will undertake the duties of the office of Councillor in the best interests of the municipal community.

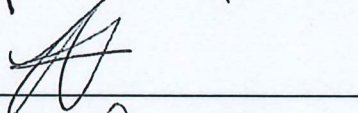
I will abide by the Model Councillor Code of Conduct and uphold the standards of conduct set out in the Model Councillor Code of Conduct.

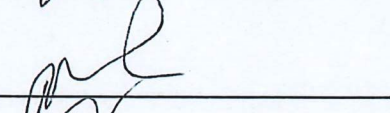
I will faithfully and impartially carry out and exercise the functions, powers, authorities and discretions vested in me under the Local Government Act 2020 and any other Act to the best of my skill and judgement."

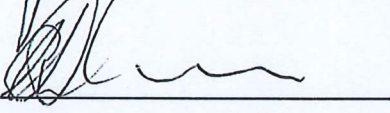
Administered by the Chief Executive Officer and Dated and Signed before the Chief Executive Officer:

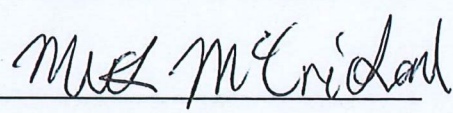
1. Councillor Jason Schram Signed: 


2. Councillor Chris Potter Signed: 

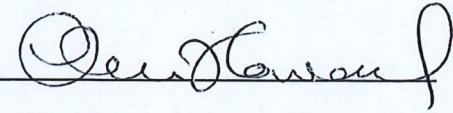
3. Councillor Zoe Hudgell Signed: 

4. Councillor Phil Howard Signed: 

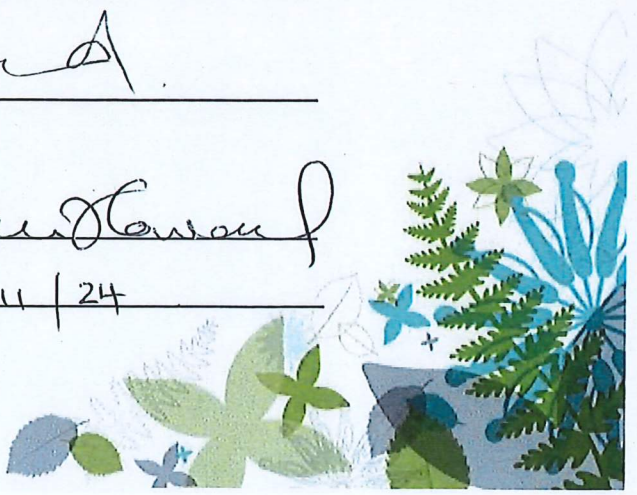
5. Councillor Charlie Buchanan Signed: 

6. Councillor Mick McCrickard Signed: 

7. Councillor Chrissy De Deugd Signed: 

CEO Anne Howard Signed: 

Dated: 11 / 11 / 24



Item: 8.4


Report of Informal Meeting of Councillors

OFFICER	Council Business
CHIEF EXECUTIVE OFFICER	Anne Howard
DIVISION	Executive
ATTACHMENTS	<ol style="list-style-type: none">1. Informal Meeting of Councilors - Pre Council Meeting 28 August 2024 [8.4.1 - 3 pages]2. Informal Meeting of Councillors - 4 September 2024 [8.4.2 - 2 pages]3. Informal Meeting of Councillors - Pre Council Meeting 11 September 2024 [8.4.3 - 3 pages]4. Informal Meeting of Councillors - Pre Council Meeting 18 Sept 2024 [8.4.4 - 2 pages]5. IMOC - Day 1 Councillor Induction - 12 November 2024 [8.4.5 - 1 page]6. IMOC - Day 2 Councillor Induction - 13 November 2024 [8.4.6 - 1 page]7. IMOC - Day 3 Councillor Induction - 14 November 2024 [8.4.7 - 1 page]8. IMOC - Day 4 Councillor Induction - 19 November 2024 [8.4.8 - 1 page]

This item did not require a formal decision of Council.

The meeting was declared closed at 4.27pm

CONFIRMED AND SIGNED *at the meeting held on 11 December 2024.*

.....**MAYOR**