



Ararat Rural City

AGENDA

COUNCIL MEETING

Tuesday 15 December 2020

To be held in the Alexandra Oval Community Centre
1 Waratah Avenue, Ararat
(Livestreamed)

Commencing at 6.00pm

Council:

Cr Jo Armstrong (Mayor)

Cr Peter Beales

Cr Gwenda Allgood

Cr Rob Armstrong

Cr Henry Burridge

Cr Bob Sanders

Cr Bill Waterston

Our Vision

Our communities, our opportunities

Our Mission Statement

We will demonstrate leadership through social responsibility, openness and transparency by actively working with our community to achieve shared goals.

Our Values

- Respect** - Respect for each other and the wider community.
- Excellence** - Striving for ongoing professionalism and organisational excellence.
- Passion** - Passion for our people, community and services.

A recording of this meeting is being made for the purpose of verifying the accuracy of the minutes of the Council Meeting.

The recording is being streamed live via Facebook, to improve transparency between council and the community and give more people the opportunity to view what decisions are being made. You do not require a Facebook account to watch the live broadcast, simply enter www.facebook.com/araratruralcitycouncil into your address bar.

Recordings of Council Meetings (excluding closed sessions) are made available on Council's website.

SECTION 1 – PROCEDURAL MATTERS	2
1.1 LIVE STREAMING	2
1.2 TRADITIONAL ACKNOWLEDGEMENT/OPENING PRAYER/COUNCILLORS PLEDGE	2
1.3 APOLOGIES	2
1.4 CONFIRMATION OF MINIUTES	2
1.5 DECLARATION OF CONFLICT OF INTEREST	3
SECTION 2 – PUBLIC PARTICIPATION	4
2.1 PETITIONS AND JOINT LETTERS	4
SECTION 3 – REPORTS REQUIRING COUNCIL DECISION	5
3.1 PLANNING SCHEME ERRORS AND ANOMALIES.....	5
3.2 COMMUNITY SUPPORT GRANT SCHEME AND SPONSORSHIP OF EVENTS	11
3.3 COUNCILLOR CODE OF CONDUCT.....	14
SECTION 4 – INFORMATION REPORTS	17
4.1 COUNCIL PLAN 2017-2021 YEAR 4 – HALF YEARLY ACTION PLAN UPDATE	17
4.2 AUDIT AND RISK COMMITTEE ANNUAL REPORT	26
SECTION 5 - COMMITTEE MINUTES/REPORTS	28
5.1 AUDIT AND RISK COMMITTEE MEETINGS.....	28
SECTION 6 – INFORMAL MEETINGS	30
6.1 INFORMAL MEETINGS.....	30
SECTION 5– NOTICES OF MOTION	32
SECTION 6– URGENT BUSINESS.....	33
SECTION 7 – CLOSE SESSION (CONFIDENTIAL)	34
CLOSURE OF COUNCIL MEETING TO THE PUBLIC.....	34
OPEN COUNCIL MEETING RECOMMENCEMENT	34
LIFTING OF CONFIDENTIALITY OF CLOSED SESSION RESOLUTIONS	34

SECTION 1 – PROCEDURAL MATTERS

As per the guidelines issued by the Minister for Local Government, from 2 November 2020 to 26 April 2021 (the prescribed period) Councils do not need to provide for members of the public to physically attend meetings. Providing public access to livestreamed events satisfies the public attendance test during the prescribed period.

1.1 LIVE STREAMING

Council is keen to engage with members of the community and now live streams the formal Council Meetings to make them accessible. The stream will be available to view on Ararat Rural City Council's Facebook page from 6pm and on Council's website following the Council Meeting.

1.2 TRADITIONAL ACKNOWLEDGEMENT/OPENING PRAYER/COUNCILLORS PLEDGE

Traditional acknowledgement

We acknowledge the traditional owners of the land on which we meet today, and pay our respects to their elders, past, present and emerging.

Opening Prayer

Almighty God, we humbly ask you to help us, as elected Councillors of the Ararat Rural City Council. Guide our deliberations. Prosper what is your will for us, to your honour and glory and for the welfare and benefit of the people whom we serve in the Ararat Rural City.

Councillors Pledge

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

1.3 APOLOGIES

RECOMMENDATION (if required)

That the apology of Cr be accepted.

1.4 CONFIRMATION OF MINIUTES

RECOMMENDATION

That the Minutes of the Council Meetings held on 24 November 2020 be confirmed

1.5 DECLARATION OF CONFLICT OF INTEREST

A Councillor who has a conflict of interest in a matter being considered at a *Council meeting* at which he or she:

- 1 is present must disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the *Council meeting* immediately before the matter is considered; or
- 2 intends to be present must disclose that conflict of interest by providing to the *Chief Executive Officer* before the *Council meeting* commences a written notice:
 - (a) advising of the conflict of interest;
 - (b) explaining the nature of the conflict of interest; and
 - (c) detailing, if the nature of the conflict of interest involves a Councillor's relationship with or a gift from another person, the:
 - name of the other person;
 - nature of the relationship with that other person or the date of receipt, value and type of gift received from the other person; and
 - nature of that other person's interest in the matter,and then immediately before the matter is considered at the meeting announcing to those present that he or she has a conflict of interest and that a written notice has been given to the *Chief Executive Officer* under this sub-Rule.

The Councillor must, in either event, leave the *Council meeting* immediately after giving the explanation or making the announcement (as the case may be) and not return to the meeting until after the matter has been disposed of.

SECTION 2 – PUBLIC PARTICIPATION

2.1 PETITIONS AND JOINT LETTERS

- 1 Unless *Council* determines to consider it as an item of urgent business, no motion (other than a motion to receive the same) may be made on any petition, joint letter, memorial or other like application until the next *Council meeting* after that at which it has been presented.
- 2 It is incumbent on every Councillor presenting a petition or joint letter to acquaint himself or herself with the contents of that petition or joint letter, and to ascertain that it does not contain language disrespectful to *Council*.
- 3 Every Councillor presenting a petition or joint letter to *Council* must:
 - write or otherwise record his or her name at the beginning of the petition or joint letter; and
 - confine himself or herself to a statement of the persons from whom it comes, the number of signatories to it, the material matters expressed in it and the text of the prayer or request.
- 4 Every petition or joint letter presented to *Council* must be in *writing* (other than pencil), typing or printing, contain the request of the petitioners or signatories and be signed by at least 12 people.
- 5 Every petition or joint letter must be signed by the persons whose names are appended to it by their names or marks, and, except in cases of incapacity or sickness, by no one else and the address of every petitioner or signatory must be clearly stated.
- 6 Any signature appearing on a page which does not bear the text of the whole of the petition or request may not be considered by *Council*.
- 7 Every page of a petition or joint letter must be a single page of paper and not be posted, stapled, pinned or otherwise affixed or attached to any piece of paper other than another page of the petition or joint letter.
- 8 If a petition, joint letter, memorial or other like application relates to an operational matter, *Council* must refer it to the *Chief Executive Officer* for consideration.

SECTION 3 – REPORTS REQUIRING COUNCIL DECISION

3.1 PLANNING SCHEME ERRORS AND ANOMALIES

RESPONSIBLE OFFICER: MANAGER PLANNING, COMMUNITY & COMPLIANCE
DEPARTMENT: PLANNING, COMMUNITY & COMPLIANCE
REFERENCE: 19104938 / C42ARAT

OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

EXECUTIVE SUMMARY

Planning Scheme Amendment C42ARAT seeks to address identified errors and anomalies within the Ararat Planning Scheme. These are small in scale and seek to resolve anomalies between the current use, ownership and zoning of land.

Council formally requested Ministerial authorisation to prepare and exhibit Amendment C42ARAT on 9 August 2019. The Minister for Planning authorised Council to prepare Amendment C42ARAT on 28 May 2020. Formal exhibition of the Amendment took place between the 9 October 2020 and the 20 November 2020. A total of three (3) submissions were received to the Amendment during the consultation period. No objections were received to Amendment C42ARAT. The Council Officer recommendation is to adopt Amendment C42ARAT as exhibited without changes and lodge with the Minister for Planning for approval.

DISCUSSION

Planning Scheme Amendment

Council at its Ordinary Meetings of 21 May 2019 and 25 June 2019 respectively resolved to seek authorisation from the Minister for Planning to undertake a Planning Scheme Amendment to amend the anomalies in the zonings of the following sites:

- Pound Lane, Ararat (Mr and Mrs Jennings), from Public Use Zone to Industrial 1 Zone;
- The former Country Fire Authority Headquarters, 390 Barkly Street (CFA), from Public Use Zone to General Residential Zone and also to apply the Environmental Audit Overlay; and
- 1 Mulcahy Road, Ararat (Mr Dowd), from Public Use Zone to General Residential Zone.

The Minister for Planning in accordance with Sections 8A(3) of the *Planning and Environment Act 1987*, authorised Council to prepare the proposed Amendment, C42ARAT on 28 May 2020.

The delay in authorisation was due to negotiations between the Country Fire Authority (CFA), Department of Land, Water, Environment and Planning (DELWP) and Environmental Protection Authority Victoria (EPA) as detailed later in this report. From this process the site at 390 Barkly Street, Ararat was withdrawn from advertising this time.

Amendment C42ARAT was placed on public exhibition during the period 9 October 2020 to 20 November 2020.

Under Section 29 of the *Planning and Environment Act 1987*, Council may adopt the planning scheme amendment with or without changes. The recommendations of this Council Report are in accordance with Sections 29 and 31 of the Act.

However, Amendment C42ARAT in its current form only proposes to rezone two parcels of land as follows;

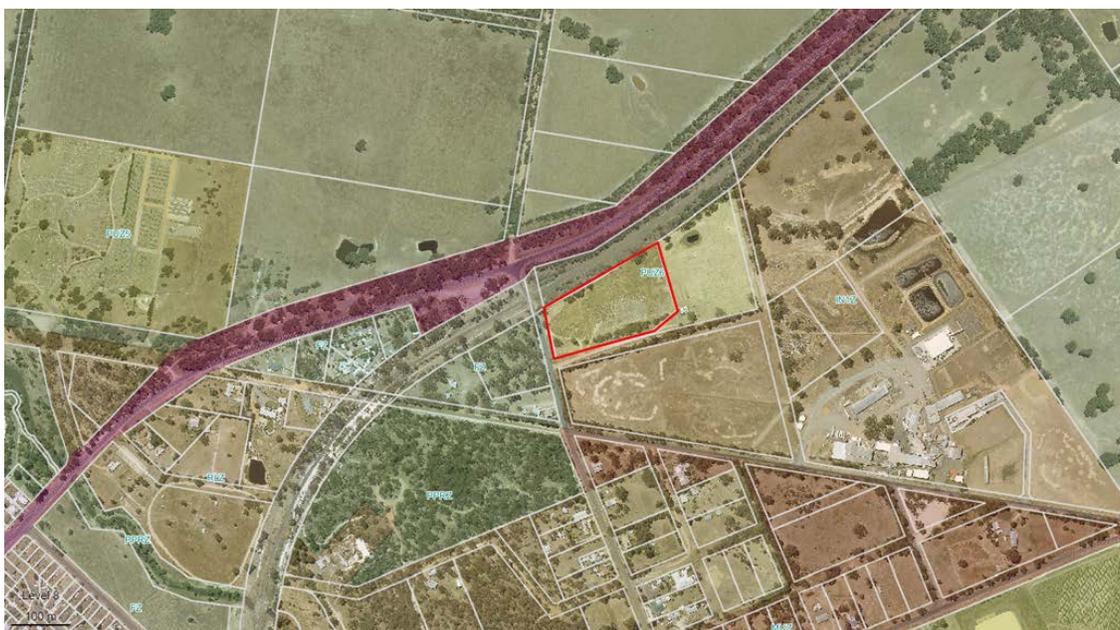
- Pound Lane, Ararat (Mr and Mrs Jennings), from Public Use Zone to Industrial 1 Zone; and
- 1 Mulcahy Road, Ararat (Mr Dowd), from Public Use Zone to General Residential Zone.

The third site namely former Country Fire Authority (CFA) Headquarters, 390 Barkly Street, Ararat has a potential for some form of land contamination on this site, given the historic use in association with CFA operations. Consequently, the application of the Environmental Audit Overlay (EAO) was proposed to ensure accredited investigations are undertaken prior to the land coming into a sensitive (that is, residential) use would be appropriate and is proposed. The CFA did not wish to have the EAO applied so withdrew the site until it could complete the required technical assessments to ensure no EAO was warranted. Any future rezoning of this land shall be considered in accordance with the requirements of CFA, DELWP and EPA.

It is not expected that any of the changes to the Ararat Planning Scheme would be contentious – indeed, the rezoning of land that is privately owned from Public Use will almost certainly be welcomed by the property owners mentioned as this will reduce unnecessary barriers to the normal use of this land.

Pound Lane, Ararat

This site is in private ownership but zoned for Public Use at Pound Lane in Ararat. This land had been formerly owned by Council but, following the closure of the Ararat Saleyards in the 1990s, was sold to Mr Jennings for private use. Mr Jennings, who still owns the land, was assured at the time of purchase that the land would be changed from Public Use Zone to Industrial Zone. Despite Council resolving to proceed with a Planning Scheme Amendment to address this matter, the Amendment has not been taken forward.

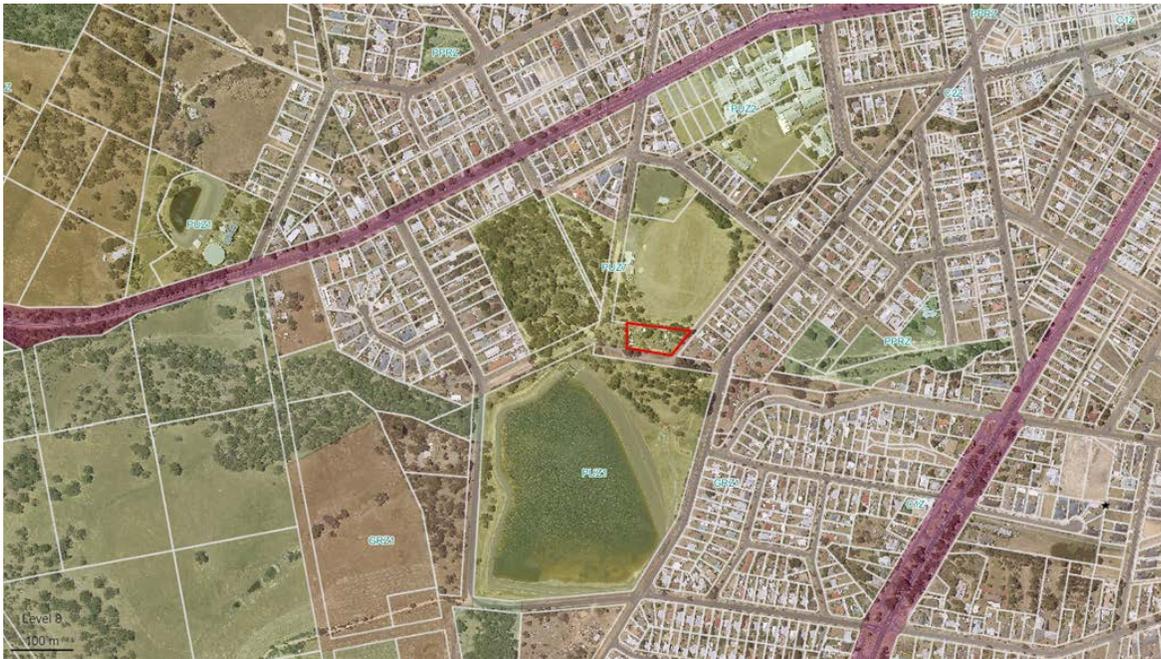


Location Plan: Pound Lane, Ararat

1 Mulcahy Road, Ararat

1 Mulcahy Road, Ararat is a parcel of freehold land that is privately owned and contains a single dwelling and associated outbuildings. It is currently inappropriately included in the Public Use Zone. While this is an appropriate zoning for much of the surrounding land, it is not clear as to why 1 Mulcahy Road is included within this zoning.

Other land in the area is in residential use and is in the General Residential Zone; including 1 Mulcahy Road within the General Residential Zone would therefore be appropriate in the circumstances.



Location Plan: 1 Mulcahy Road, Ararat

SUMMARY

The rezoning of both parcels resolves longstanding anomalies and provide certainty and clarity for the existing and future landowners.

KEY CONSIDERATIONS

Alignment to Council Plan Strategic Objectives

The Planning Scheme Amendment supports direction 3.1 *A strong and diverse local economy* and 3.3 *Effective and efficient land use planning and building control* of the Council Plan 2017-2021; and is consistent with the strategic direction of *Our Economy*.

Budget Implications

The prescribed fees for planning scheme amendments are detailed in the *Planning and Environment (Fees) Regulations 2016*. The costs associated with a planning scheme amendment include considering a request to amend a planning scheme, consideration of submissions, providing assistance to a panel and adoption and approval of an amendment.

The processing of this planning scheme amendment will have no adverse financial implications for Council with the Council cost being approximately \$3,500 and staff time to assess and process the amendment.

Policy/Relevant Law

The amendment corrects two Public Use Zone anomalies in the Ararat Planning Scheme. These corrections are required to ensure planning controls are accurate and consistent across the municipality and ensure compliance with the Victoria Planning Provisions, specifically the provisions related to using a public land zone. Such correction provides certainty for landowners and decision-makers.

In accordance with the *Planning and Environment Act 1987*, the Council, as a planning authority, has a number of duties and powers. These duties and powers are listed at Section 12 of the Act. Under Section 12 a planning authority must have regard to:

- The objectives of planning in Victoria;
- The Minister's directions;
- The Victoria Planning Provisions;
- The Ararat Planning Scheme;
- Any significant effects which it considers a planning scheme amendment might have on the environment or which it considers the environment might have on any use or development envisaged by the amendment.

Amendment C42ARART has had regard to Section 12 of the *Planning and Environment Act 1987* and is consistent with the requirements of Section 12.

In addition, each amendment must address the State's publication *Strategic Assessment Guidelines for preparing and evaluating Planning Scheme Amendments*. A response to these guidelines was outlined in the attached Explanatory Report, (see Attachment 1).

The proposal is consistent with the State Planning Policy Framework and the Municipal Strategic Statement (MSS). This is explained in the attached Explanatory Report, (see Attachment 1).

Sustainability Implications

Environmental Social and Economic Effects

The amendment does not have any significant environmental effects as the zoning change only reflects current use and tenure.

The amendment will provide positive social and economic effects by facilitating future development of the site.

Risk Assessment

No significant risks associated with implementing the recommendation contained in this report have been identified for Council. However, the current zonings that are inappropriate given the use and ownership of the land presents a real financial risk to the landholders.

Innovation and Continuous Improvement

The current zoning of these parcels inhibits the current and future uses of the land in a manner that prevents the common investment by landholders in their site. The amendment will support the growth of Ararat and reinforces its role as an important regional service centre for the Central Highlands Region.

Stakeholder Collaboration and Community Engagement

A total of three (3) submissions were received by Council to Amendment C42ARAT during the consultation period.

Table 1 below provides a breakdown of the submissions received.

The amendment has been subject to the prescribed process in accordance with the public notice and consultation requirements of Section 19 of the *Planning and Environment Act 1987*.

Formal exhibition of the amendment took place between the 9 October 2020 and the 20 November 2020.

This included:

- Advertising in the Victorian Government Gazette (16 October 2020);
- Advertising in local newspapers (9 October 2020);
- Written notification to adjoining property owners/occupiers; and
- Written notification to all statutory and servicing authorities likely to be materially affected.

Attachment 2 to this report contains the list of stakeholders notified during the exhibition process. It should be noted that these stakeholders were correct at the time of notification.

Council officers also sought to engage with a wider audience through a number of engagement activities such as:

- Council Website
- Council Facebook
- Council Service Centre
- DELWP Website

Public Submissions

Following public exhibition three (3) written submissions were received by Council in response to Amendment C42ARAT. Section 22 of the *Planning and Environment Act 1987* requires that a planning authority consider all submissions to an amendment.

Table 1:

Amendment C42ARAT Submissions	
Support	3
Object	0
Total Submissions	3

All submissions received to the Amendment were generally supportive. Submitters raised no objections.

A copy of all submissions received to Amendment C42arat, a summary of issues raised, and officer's response can be found at Attachment 2 to this report.

CONCLUSION

The Planning Scheme Amendment C42ARAT resolves each of the two inappropriate zonings identified will keep the Ararat Planning Scheme as current as possible, while also addressing concerns raised by landowners within the community.

RECOMMENDATION

That Council:

- 1 Having considered the submissions for Amendment C42ARAT adopts Amendment C42ARAT as exhibited without changes, identified in Attachment 1 - 'Exhibition Documents' in accordance with Section 29 of the *Planning and Environment Act 1987*;
- 2 Submits Amendment C42ARAT once adopted, to the Minister for Planning for approval, in accordance with Section 31 of the *Planning and Environment Act 1987*;
- 3 Advises those persons who made written submissions to Amendment C42ARAT of Council's decision; and
- 4 Authorises the Chief Executive Officer to make editorial changes to amendment documents as required and to ensure consistency with the legislative provisions.

ATTACHMENTS

- 1 Exhibition Document as Attachment 3.1.
- 2 Submissions and Summary of Submissions Table as Attachment 3.2.

3.2 COMMUNITY SUPPORT GRANT SCHEME AND SPONSORSHIP OF EVENTS

RESPONSIBLE OFFICER: CHIEF EXECUTIVE OFFICER
DEPARTMENT: CEO'S OFFICE
REFERENCE: 20112786

OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a direct or indirect interest requiring disclosure.

EXECUTIVE SUMMARY

At the 17 March 2020 Council Meeting, Council adopted a new Community Support Grant Scheme and sponsorship of events model.

This report highlights changes proposed to the Sponsorships since last adopted.

DISCUSSION

In March 2020 Council adopted a range of mechanisms for supporting community organisations through funding projects, events and sponsorship. The Community Support Grant Scheme fund is the key vehicle used for this purpose.

Currently, sponsorship requests are made in writing to the Chief Executive Officer (CEO) and managed according to the following approach.

Value	Decision maker
Sponsorship less than \$1,000	CEO
Sponsorship greater than \$1,000 where it is sponsorship of events through use of Town Hall or other Council venues.	CEO and Mayor

It is proposed to change the sponsorship model allowing for \$1,000-\$2,000 sponsorships or use of Town Hall or other Council venues at the discretion of the CEO and Mayor, as below.

Value	Decision maker
Sponsorship of \$1,000	CEO
Sponsorships \$1,000-\$2,000	CEO and Mayor
Sponsorship of events through use of Town Hall or other Council venues.	CEO and Mayor

It is recommended that the proposed changes to the sponsorship arrangements be adopted in order to clarify the current Community Support Grant Scheme and sponsorship models. This will lead to improved access to financial support and sponsorship for organisations in Ararat Rural City.

Detailed below are the current Community Support Scheme which there are no changes proposed.

Community Support Grant Scheme

Requests for Community Support Grant Scheme funding are made through the approved form and assessed in the timeframes provided below. All Community Support Grant Scheme grants are funded on a 1:2 basis, where every dollar provided by the applicant organisation will be matched by two from Council.

Applicants under the Community Event strand are advised within three weeks of receipt of the application and applicants under the Community Infrastructure and Project Funding strands are advised within four weeks of the close of applications.

The decision makers in relation to all Community Support Grant Scheme applications will be a community panel. This is based on current best practice advice from the Local Government Directorate. Members of the community panel will be recruited via an Expression of Interest process.

<i>Type of grant</i>	<i>Maximum funding amount</i>	<i>Timeframe</i>
<i>Community Event</i>	<i>\$5,000</i>	<i>Rolling funding model</i>
<i>Community Infrastructure</i>	<i>\$5,000</i>	<i>Four funding rounds per year</i>
<i>Project Funding</i>	<i>\$3,000</i>	<i>Four funding rounds per year</i>

KEY CONSIDERATIONS

Alignment to Council Plan Strategic Objectives

1.1 Assist communities to develop and prosper.

Budget Implications

The grants and sponsorships were all made within existing budgetary allocations as part of the Community Support Grant Scheme and sponsorship allocations.

Policy/Legal/Statutory

None identified.

Risk Assessment

No unmanaged risks identified at this time.

Stakeholder Consultation and Communication

Feedback has been received from key stakeholders on the effectiveness of the current model and a review is recommended to address these issues.

RECOMMENDATION

That:

- 1 Council endorse the following approach to managing sponsorship of events and activities:

Value	Decision maker
Sponsorship of \$1,000	CEO
Sponsorships \$1,000-\$2,000	CEO and Mayor
Sponsorship of events through use of Town Hall or other Council venues.	CEO and Mayor

- 2 The updated sponsorship of events and activities model be incorporated into the Community Support Grants scheme funding model.

ATTACHMENTS

There are no attachments relating to this item.

3.3 COUNCILLOR CODE OF CONDUCT

RESPONSIBLE OFFICER: CHIEF EXECUTIVE OFFICER
DEPARTMENT: CEO'S DEPARTMENT
REFERENCE: 20120810

OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

EXECUTIVE SUMMARY

Council must develop and adopt a Councillor Code of Conduct in accordance with Section 139(1) of the Local Government Act 2020 (the Act).

The Code of Conduct sets out the principles, values, standards of conduct and behaviours that will guide Council collectively, and as Councillors individually, in undertaking their duties and obligations as set out in the Act, and all other applicable legislation.

DISCUSSION

Council must review and adopt the Councillor Code of Conduct within the period of 4 months after a general election.

In accordance with section 139 of the Act, a Councillor Code of Conduct must be developed and include the Standards of Conduct as prescribed in the Local Government (Governance and Integrity) Regulations 2020.

The Standards of Conduct expected to be observed by Councillors in the course of performing their duties and functions as Councillors, are as follows:

1 Treatment of others

A Councillor must, in performing the role of a Councillor, treat other Councillors, members of Council staff, the municipal community and members of the public with dignity, fairness, objectivity, courtesy and respect, including by ensuring that the Councillor—

- (a) takes positive action to eliminate discrimination, sexual harassment and victimisation in accordance with the Equal Opportunity Act 2010; and*
- (b) supports the Council in fulfilling its obligation to achieve and promote gender equality; and*
- (c) does not engage in abusive, obscene or threatening behaviour in their dealings with members of the public, Council staff and Councillors; and*
- (d) in considering the diversity of interests and needs of the municipal community, treats all persons with respect and has due regard for their opinions, beliefs, rights and responsibilities.*

2 Performing the role of Councillor

A Councillor must, in performing the role of a Councillor, do everything reasonably necessary to ensure that the Councillor performs the role of a Councillor effectively and responsibly, including by ensuring that the Councillor—

- (a) undertakes any training or professional development activities the Council decides it is necessary for all Councillors to undertake in order to effectively perform the role of a Councillor; and*

- (b) diligently uses Council processes to become informed about matters which are subject to Council decisions; and*
- (c) is fit to conscientiously perform the role of a Councillor when acting in that capacity or purporting to act in that capacity; and*
- (d) represents the interests of the municipal community in performing the role of a Councillor by considering and being responsive to the diversity of interests and needs of the municipal community.*

3 Compliance with good governance measures

A Councillor, in performing the role of a Councillor, to ensure the good governance of the Council, must diligently and properly comply with the following—

- (a) any policy, practice or protocol developed and implemented by the Chief Executive Officer in accordance with section 46 of the Act for managing interactions between members of Council staff and Councillors;*
- (b) the Council expenses policy adopted and maintained by the Council under section 41 of the Act;*
- (c) the Governance Rules developed, adopted and kept in force by the Council under section 60 of the Act;*
- (d) any directions of the Minister issued under section 175 of the Act.*

4 Councillor must not discredit or mislead Council or public

- (1) In performing the role of a Councillor, a Councillor must ensure that their behaviour does not bring discredit upon the Council.*
- (2) In performing the role of a Councillor, a Councillor must not deliberately mislead the Council or the public about any matter related to the performance of their public duties.*

5 Standards do not limit robust political debate

Nothing in these standards is intended to limit, restrict or detract from robust public debate in a democracy.

Other than the Standards of Conduct, the Councillor Code of Conduct includes other matters that are considered appropriate, which may include:

- Fostering good working relationships with each other and the organisation;
- Use of information;
- Communication and media protocols;
- Legislative requirements, such as Personal Interest Returns and Conflict of Interest;
- Adherence to Council's Governance Rules;
- Adherence to relevant Council policies, such as
 - Councillor Expenses and Support Policy;
 - Gifts, Gratuities and Favours in Kind Policy;
 - Fraud and Corruption Prevention Policy;
- Misuse of Position;
- Use of Council resources and records; and
- Dispute resolution process.

KEY CONSIDERATIONS

Alignment to Council Plan Strategic Objectives

5.1 Good governance through leadership

Budget Implications

There are no budget implications to developing the Councillor Code of Conduct.

Policy/Relevant Law

In accordance with section 139(1) of the Local Government Act 2020 Council must develop a Councillor Code of Conduct.

Section 139(4) states that a Council must review and adopt the Councillor Code of Conduct within the period of 4 months after a general election.

The Standards of Conduct are prescribed by the Local Government (Governance and Integrity) Regulations 2020.

Sustainability Implications

All economic, social and environmental implications have been taken into account when developing the Councillor Code of Conduct.

Risk Assessment

Risk of breaching the Act if a Councillor Code of Conduct is not developed and approved within 4 months of a General Election.

Stakeholder Collaboration and Community Engagement

The Chief Executive Officer presented the draft Councillor Code of Conduct to Councillors at the Council briefing held on Tuesday 8 December 2020.

Further to the declaration made by Councillors on 9 November 2020, acknowledging that Councillors will abide by the Councillor Code of Conduct, Councillors will sign the Councillor Commitment as presented in the Councillor Code of Conduct, once adopted.

The Code of Conduct will be available on Council's website following its adoption by Council.

RECOMMENDATION

That:

- 1 Council adopt the Councillor Code of Conduct: and
- 2 Councillor sign the Councillors Commitment as outlined in the Councillor Code of Conduct.

ATTACHMENTS

Councillor Code of Conduct as attachment 3.3

SECTION 4 – INFORMATION REPORTS

4.1 COUNCIL PLAN 2017-2021 YEAR 4 – HALF YEARLY ACTION PLAN UPDATE

RESPONSIBLE OFFICER: CHIEF EXECUTIVE OFFICER
DEPARTMENT: CEO'S DEPARTMENT
REFERENCE: 20114787

OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

EXECUTIVE SUMMARY

The Council Plan Action report is presented to Council updating the progress of actions identified against the strategic objectives in the Council Plan 2017-2021 for Year 4.

The Council Plan 2017-2021 contains actions to be undertaken during the 2020-2021 financial year under the pillars and foundation of Our Community, Our Lifestyle, Our Economy, Our Environment and Our Organisation.

DISCUSSION

This report outlines the progress of the actions listed in the Council Plan for Year 4 (2020/2021) as at 9 December 2020.

The Council Plan for 2020/2021 contain 49 actions, which the following table outlines the results in relation to these actions:

Progress	Number
Ongoing	6
0-50% completed	20
51%-99 completed	19
Completed	4
TOTAL	49

As noted in the table below,

Two projects are due to be completed prior to the end of 2020, these are highlighted below:

- Ararat Active Link Project Stage 2 – Multipurpose court and bouldering wall; and
- Skatepark lighting element of the Active Link Project

The impact of the COVID-19 event has affected various projects listed for completion in the 2020/2021 financial year, these include:

- Development of township strategies for Lake Bolac and Elmhurst;
- Ararat on the Move Events and Visitor Space and Pathways and Active Links Project;
- Planning for Shiraz Symposium;
- Establishment of a co-working space; and
- Council lead development of a Business Leaders Forum.

The following tables details the Council Plan Actions for 2020/2021 in full.

Council Plan Objective	Action	Outcome	Progress	Officers Update
1.1 Work with communities to develop and prosper	Develop township strategies for Lake Bolac and Elmhurst	Both township strategies completed and endorsed by communities	In progress 0-50%	Lake Bolac and Elmhurst meetings to be scheduled pending COVID-19 restrictions. Lake Bolac is in the process of distributing a community survey for feedback to start the Community Action Plan process (CAP)
	Preparation work for Moyston and Buangor township strategies	Plan for township strategy work in 2021/2022 developed and agreed with communities	In progress 0-50%	Contact to be made to discuss existing action plans with Moyston and Buangor community groups
1.2 Accessible, responsive and inclusive community services	Seek sector partners for the redevelopment of the McDonald Centre site	Work with Grampians Community Health to formulate a development model for the McDonald Centre	In progress 0-50%	Grampians Community Health have made budget provision to explore an investment logic map for the project to aid communication with government to access funding. Progress on this project has been significantly impacted by the COVID-19 restrictions and needs to be reviewed by Council early in 2021
	Develop a Vocational Education & Training (VET) sector partnership plan	Work with Federation University Australia, Torrens University and other VET sector providers to develop a strategy for ensuring local access to VET education	In progress 51-99%	
	Develop a model to further expand the library into the community education space	Work with local schools, Central Grampians LLEN and post-secondary education providers to develop a library strategy to form the basis of future funding applications	In progress 0-50%	This will be a project undertaken by Council's Organisational Transformation team commencing late 2020. Council's internal auditors have recently undertaken an audit of Library Services and will report to the Audit and Risk Committee in early 2021

1.3 A safe community	Completion of the Skatepark Lighting element of the Active Link project	Project milestones completed on time and within budget	In progress 51-99%	Work has commenced on the Skate Park Project and was on track to be completed in September. Slight delays due to COVID-19 restrictions. Work will be finished earlier than the projected milestone, all work will be completed by early December 2020
2.1 Community and cultural connectedness	Hold a cultural festival in 2020/2021	Hold a second cultural festival in 2021/2022	In progress 0-50%	Working party reconvening in January 2021. Project has been significantly impacted by COVID-19 restrictions
2.2 Promotion of regional living	OPAN (Opportunity Pyrenees, Ararat & Northern Grampians) project commenced	Continue to implement the OPAN and TTL projects at regional level ensuring milestone targets are met	In progress 51-99%	Three key consultancy projects identified by the OPAN PCG relating to housing, workforce demand and transport. Project has been restarted, consultancy briefs developed and consultants will be appointed in early 2021
	Develop and promote the Pomonal Tunnel Track walk	Begin planning and initial development of the Pomonal Tunnel Track, with an aim of linking Pomonal with the Grampians Peak Trail	In progress 0-50%	Engaged Ecology and Heritage have finalised the environmental assessment. Recommendation outline the need for further reporting to be completed for specific native flora and Fauna. Outer Space will present Concept Design and a Work in Progress Design Development Drawings 2 December 2020 to Council project group
2.3 Strong performing and visual arts program	Undertake formal review of Arts, Culture and Heritage programs	Implement adopted recommendations of the Arts, Culture and Heritage Review	In progress 0-50%	Draft Review has been completed. Recommendations for Council being developed. Will be reported to Council in late 2020
	2020/2021 Town Hall and TAMA programs	Programs implemented	Completed	Town Hall and TAMA programming completed for 2020/21. Town Hall programs impacted by the COVID-19 restrictions with programs now rescheduled
	Investigate acquisition of the Cardamone Interior Design Collection	Conduct an analysis of storage cost, potential audience and proposed fundraising project	In progress 0-50%	This project is still being explored. Some delays due to COVID-19 restrictions and access to Melbourne based collection owners
2.4 Ararat Active City	Advocate for Ararat Regional Park Mountain Bike Track	Engage a lobbyist to work with Council and Ararat Dirt riders Club to advocate with ParksVic and the	In progress 51-99%	Ararat Hills Mountain Bike Track fully funded. Parks Vic board final approval due within the next month

		State Government for development and funding of the project		
	Develop a works priority for rural recreation reserves	Update works priority developed and agreed at community level	In progress 0-50%	This will be managed with recreation reserves under the new Community Asset Management Committee arrangements
	Commence development of Female Friendly change facilities at Willaura Recreation Reserve	Funding application developed and submitted to FFF. Outcome will be known 30/06/2020	In progress 51-99%	Preliminary community engagement occurring. Funding secured through SRV
	Commence development of Mininera Recreation Reserve irrigation project	Funding application lodged with SRV. Outcome will be known 30/06/2020	In progress 51-99%	Funding application for the project approved August 2020. Work has now commenced on the removal of the surface of the Mininera Oval, to be completed early 2021
	Ararat on the Move Events and Visitor Space and Pathways and Active Links	Complete all project milestones on time and on budget in 2020/2021	In progress 51-99%	Work has commenced on the redevelopment of the front of the Olver Grandstand and Event Space Project and was on track to be completed in September. Slight delays due to COVID-19 restrictions. Extension of time has now been requested to the department to February 2021 due to the work delays being affected by COVID-19
	Ararat Active Link Stage 2 – multipurpose court and bouldering wall	Complete all project milestones on time and on budget in 2020/2021	In progress 51-99%	Work has commenced on the Skate Park Project and was on track to be completed in September. Slight delays due to COVID-19 restrictions. Work is on track to be completed by mid-December
	Commence planning for Ararat Leisure Centre and Outdoor Pool upgrades	Application developed and submitted to SRV for strategy development. Outcome will be known 30/06/2020	In progress 51-99%	Funding application for the project approved. Project brief being developed for SRV approval. Funding application approved and work has commenced on the development of a feasibility study into the redevelopment of the Fitness centre

3.1 A strong and diverse local economy	Promote the Ararat East Development Zone. Commence works on Heath Street Level Crossing	Works commenced on Heath Street level Crossing	In progress 51-99%	Heath Street tender approved by Council in August 2020. Design approved by Regional Roads Victoria. Works to commence in January 2021
	Attract a 4-star tourist accommodation business to Ararat	A firm proposal from a developer	Ongoing	Discussion being held with various leads
	Support development of a business association	Continued support for GABNet in 2020/2021	Ongoing	Support for GABNet continues
	Conduct a wine industry conference in Ararat	The Shiraz Symposium to be held in May 2021	In progress 0-50%	The COVID-19 restrictions have significantly impacted the planning of this event. There is still a desire to conduct the Shiraz Symposium.
	Establish a co-working space	Co-working space refurbishment and technical fit out completed	In progress 0-50%	Funding secured for the Co-working space from Council and State Government sources. Delays with this project due to the COVID-19 restrictions.
	Support business recovery from COVID-19 event	Implement recovery package across business sector	Ongoing	Ongoing support by Council during the COVID-19 event. \$200,000 budget for business COVID-19 recovery activity.
	Promote improved commercial streetscapes	Continue to support the Façade Grants Program	In progress 0-50%	Façade Grants currently being promoted for the 2020/2021 round. \$250,000 business recovery funding from the state government will support streetscape improvements.
	Council to lead development of a Business Leaders Forum	4 meetings held in 2020/2021	In progress 0-50%	Development of the Forum has been delayed by the COVID-19 event. Some informal meetings have been held around housing shortage issues.
	Actively engage in promoting renewable energy options for the municipality	Facilitated engagement with relevant stakeholders	In progress 0-50%	CEO is a Board member of GNet. Council is working on implementation of the Straw powered power station and FOGO waste disposal options. Ongoing conversations to attract renewable energy generation.
3.2 Effective, efficient and safe transport networks	Implement Capital Works Planning Model	Develop 1, 2, 5 and 10 Year Capital Works Programs commencing 2021/2022	In progress 51-99%	Significant progress towards a capital works planning model with 1 and 2 year elements released.

	Implement Capital Works Planning Model	Complete 2020/2021 Capital Works program	In progress 51-99%	2020/2021 Capital Works program planned and tenders approved at the August 2020 Council meeting. Works have commenced.
	Continue to work with Rural Roads Group to develop rural network based on economic and social outcomes	Integrate work of Rural Roads Group in broader Capital Works Planning Model	Completed	Rural Roads group feedback is incorporated into Capital Works Planning Model.
	Review the Road Management Plan	Road management plan reviewed and adopted	In progress 51-99%	Road Management Plan reviewed and was presented to the November 2020 Council Meeting. Final adoption will occur at the January 2021 Council Meeting following consultation under section 223 of the Local Government Act 2020.
	Planning for the Ararat Bypass	Regular communication with major Road Projects Victoria	Ongoing	Ongoing engagement with the Major Road Projects Victoria team.
	Continue to advocate for Western Highway duplication	Advocate for completion of the duplication	In progress 51-99%	Legal impediments to works commencing continue to delay the project. Court case in February 2021.
3.3 Effective and efficient land use planning and building control	Housing strategy developed and implemented	Commence staged implementation of the strategy (Developed through the OPAN project)	In progress 51-99%	This will be a project outcome of the OPAN project. The Ararat in Transition Project is also feeding into a broader understanding of housing needs.
	Public Private Partnership housing model explored with potential private sector partners	Continue to explore need for the model	In progress 0-50%	A model is currently being negotiated between Council and the State Government.
4.1 Attractive streetscapes, town entrances, parks and gardens	Street tree planting program, including introduction of edible species	Reach milestone targets for 2020/2021	Ongoing	Edible species have been introduced to Elizabeth Park and the annual street tree planting program continues during June/July August each year.
	Upgrade township and municipal welcome signage	Completion of upgrade program	Ongoing	Ongoing program of sign replacement, some signs are in good condition and will not need replacement for some time. Eighteen (18) signs have been replaced to date.
4.2 Effective management of municipal waste and disposal of domestic	Complete Council's Waste Management strategy, including impacts of the State	Council to adopt Waste Management Strategy	In progress 51-99%	Draft strategy being finalised and expected to present to Council in January 2021 for consideration.

stormwater/wastewater	Government's Circular Economy Policy			
4.3 Protected and enhanced natural environment	Revision of the Environmental Sustainability Strategy (ESS)	ESS reviewed	In progress 0-50%	Draft developed for consideration by Council and new reference group.
	Review engagement processes around sustainability	Begin working with the Environment Reference Group	In progress 0-50%	Format for group, recruiting and commencement to be developed.
5.1 Good governance through leadership	Conduct candidate and Councillor mandatory training	Candidate and Councillor mandatory training conducted	Completed	Training developed and implemented by LGV.
	Conduct Council elections October 2020	Council elections conducted	Completed	Council elections were held on Saturday 24 October 2020.
	Councillor induction training program reviewed and implemented	Training program completed for new Council, meeting Local Government Act 2020 requirements	In progress 51-99%	To be developed in conjunction with the newly elected Council to meet Council and LGV requirements.
	Implement Council's Risk Management policy, procedure and systems	Implement Reliansys risk management module across the organisation	In progress 0-50%	Currently working with each department to review organisational risk for inclusion onto the Reliansys System.
	Implement a program of policy review across Council	All Council policies reviewed, updated and adopted	In progress 0-50%	Of the 33 Council policies, 18 are current and 15 will be reviewed over the next 6 months.
5.2 Services and infrastructure that meets the municipality's needs	Undertake the Ararat Digital Transformation Project	Project milestones met in 2020/2021	In progress 51-99%	The digital transformation project is progressing well. The building and planning system Greenlight is the remaining major implementation required.
5.4 Sustainable, long-term financial management	Establish service standards and a Council senior management reporting framework	Reporting framework including performance targets by service area implemented and functional	In progress 51-99%	Works are continuing on this project.
	10-year capital works program funding model explored by Council	10-year program and funding model considered by Council	In progress 0-50%	This is more a role for the new Council. It is a requirement of the Local Government Act 2020.

KEY CONSIDERATIONS

Alignment to Council Plan Strategic Objectives

- 1.1 Work with communities to develop and prosper;
- 1.2 Accessible, responsive and inclusive community services;
- 1.3 A safe community;
- 2.1 Community and cultural connectedness;
- 2.2 Promotion of regional living;
- 2.3 Strong performing and visual art program;
- 2.4 Ararat Active City;
- 3.1 A strong and diverse local economy;
- 3.2 Effective, efficient and safe transport networks;
- 3.3 Effective and efficient land use planning and building control;
- 4.1 Attractive streetscapes, town entrances, parks and gardens;
- 4.2 Effective management of municipal waste and disposal of domestic stormwater/wastewater;
- 4.3 Protected and enhanced natural environment;
- 5.1 Good governance through leadership;
- 5.2 Services and infrastructure that meets the municipality's needs;
- 5.3 Organisational risk; and
- 5.4 Sustainable, long term financial management.

Budget Implications

Initiatives and projects listed in the Council Plan Action Plan have an allocation in the 2020/2021 Budget.

Policy/Relevant Law

The Local Government Performance Reporting Framework – Governance and Management Checklist No 17 – Council Plan Reporting - Report reviewing the performance of the Council against the Council Plan including the results in relation to the strategic indicators for the first six months of the financial year.

Where Council has a report, it must also provide details of the report, where Council has no report it must provide a reason.

In relation to funding projects, all State Government funding milestone requirements have been met.

Sustainability Implications

None identified for this report.

Risk Assessment

Not meeting the requirements of the Local Government Performance Reporting Framework will result in negative feedback on the Know Your Council website.

Innovation and Continuous Improvement

The list presented to Council shows the innovation and continuous improvement that Council is providing both the organisation and the community.

Stakeholder Collaboration and Community Engagement

The Chief Executive Officer along with relevant officers have worked to ensure that Council Plan actions have met expected milestones and timeframes where possible.

The Chief Executive Officer has held meetings with Regional Development Victoria, Rural Councils Victoria, Major Roads Projects Victoria and GWM Water regarding projects listed in the Council Plan Actions for 2020/2021.

RECOMMENDATION

That the Council Plan 2017-2021 Year 4 Update Report be received.

ATTACHMENTS

There are no attachments relating to this item.

4.2 AUDIT AND RISK COMMITTEE ANNUAL REPORT

AUTHOR'S TITLE: CHIEF EXECUTIVE OFFICER
DEPARTMENT: CEO'S OFFICE
REFERENCE: 13039075

OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

EXECUTIVE SUMMARY

Pursuant to Section 54(5) of the Local Government Act 2020 (the Act) an Audit and Risk Committee must prepare a biannual audit and risk report that describes the activities of the Audit and Risk Committee and includes its findings and recommendations. The Audit and Risk Committee must also provide a copy of the biannual audit and risk report to the Chief Executive Officer for tabling at the next Council meeting.

DISCUSSION

The appointment of independent members to the Committee enables the Committee to provide advice to Council on matters related to its responsibilities based on broader skills and experience than might otherwise be the case and in so doing bring additional benefits to Council.

The Chairperson has provided a report to Council through the Chief Executive Officer on the Committee's activities twice per annum. One such report is prepared after the meeting at which the annual financial report and the annual performance statement have been considered and recommended to Council for adoption, such report indicating how the Committee has discharged its responsibilities as set out in this Charter for the previous year.

Audit activities for 2019/20 were guided by the Strategic Internal Audit Plan, which continues to examine key risk areas of Council's operations to ensure Council's stewardship of its community's assets is maintained at the highest level.

In addition to this report, a second report will be prepared in the first half of 2021. The Committee's minutes are also presented to Councillors in the Council agenda after each Committee meeting as an information report. If the Committee pass any resolutions that require a Council decision, then a separate report is prepared and is presented to Council for consideration.

KEY CONSIDERATIONS

Alignment to Council Plan Strategic Objectives

5.1 Good Governance through leadership

Budget Implications

No budget impact for the receiving of the Audit and Risk Committee Annual Report.

Policy/Legal/Statutory

Pursuant to Section 54(5) of the Local Government Act 2020 (the Act) an Audit and Risk Committee must prepare a biannual audit and risk report that describes the activities of the Audit and Risk Committee and includes its findings and recommendations. The Audit and Risk Committee must also provide a copy of the biannual audit and risk report to the Chief Executive Officer for tabling at the next Council meeting.

Risk Assessment

Council needs to be aware of report presented by the Audit and Risk Committee.

Stakeholder Consultation and Communication

Audit and Risk Committee members.
Chief Executive Officer and relevant Council officers.

RECOMMENDATION

That the Audit and Risk Committee Annual Report be received.

ATTACHMENTS

The Audit and Risk Committee Annual Report as attachment 4.2

SECTION 5 - COMMITTEE MINUTES/REPORTS

5.1 AUDIT AND RISK COMMITTEE MEETINGS

AUTHOR'S TITLE: CHIEF EXECUTIVE OFFICER
DEPARTMENT: CEO'S OFFICE
REFERENCE: 13039075

OFFICER DIRECT OR INDIRECT CONFLICT OF INTEREST:

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

EXECUTIVE SUMMARY

This report contains the records of Audit and Risk Committee meeting minutes for 3 December 2020

DISCUSSION

The following table outlines the Audit and Risk Committee Meeting held in December 2020

Council Committees	Councillor representative	Current meeting (as presented)	Next scheduled meeting/s
Audit and Risk Committee Meeting	Cr Jo Armstrong & Cr Burridge	3 December 2020	2 March 2021

KEY CONSIDERATIONS

Alignment to Council Plan Strategic Objectives

5.1 Good Governance through leadership

Budget Implications

No budget impact for the receiving of minutes.

Policy/Legal/Statutory

Section 3(1) of the Act defines an Advisory Committee to be any committee established by the Council that provides advice to: Council, a Special Committee or a member of staff with a delegated duty, function or power of the Council under Section 98.

Risk Assessment

Council needs to be aware of issues raised in the minutes.

Stakeholder Consultation and Communication

Audit and Risk Committee members.
Councillor representation on Council Committees.
Chief Executive Officer and relevant Council officers.

RECOMMENDATION

That the Advisory Committees Report be received.

ATTACHMENTS

The Advisory Committee minutes as listed above are provided as attachment 5.1.

SECTION 6 – INFORMAL MEETINGS

6.1 INFORMAL MEETINGS

AUTHOR'S TITLE: CHIEF EXECUTIVE OFFICER
DEPARTMENT: CEO'S OFFICE
REFERENCE: 13039074

OFFICER'S DECLARATION OF INTEREST

Officers providing advice to Council must disclose any conflict of interest.

No person involved in the preparation of this report has a conflict of interest requiring disclosure.

EXECUTIVE SUMMARY

The Governance Rules states that if there is a meeting of Councillors that:

- 1 is scheduled or planned for the purpose of discussing the business of *Council* or briefing Councillors;
- 2 is attended by at least one member of Council staff; and
- 3 is not a *Council meeting*, Delegated *Committee* meeting or *Community Asset Committee* meeting, the *Chief Executive Officer* must ensure that a summary of the matters discussed at the meeting are:
 - a) tabled at the next convenient *Council meeting*; and
 - b) recorded in the minutes of that *Council meeting*.

DISCUSSION

As a requirement of the Governance Rules, a summary of matters discussed at the Council Briefings held since the last Council Meeting are presented to Council and will be recorded in the minutes.

INFORMAL MEETINGS
Council Briefing held on 1 December 2020
Council Briefing held on 8 December 2020

KEY CONSIDERATIONS

Alignment to Council Plan Strategic Objectives

5.1 Good Governance through leadership.

Financial

No financial impact for the receiving of Informal Meetings of Councillors.

Policy/Relevant Law

Reporting of Informal Meetings is in line with the requirements of the Governance Rules.

Risk Assessment

Following the requirements of the Governance Rules will ensure that Council meets its legislative requirements.

Stakeholder Collaboration and Community Engagement

A summary of matters discussed at the Council Briefings are presented for community information.



RECOMMENDATION

That the Informal Meetings of Councillors Report be received.

ATTACHMENTS

The Summary of Council Briefings are provided as attachment 6.1.

SECTION 5– NOTICES OF MOTION

A notice of motion must be in writing signed by a Councillor, and be lodged with or sent to the *Chief Executive Officer* no later than 12.00pm (noon) and at least six (6) days prior to the Council Meeting to allow sufficient time for the *Chief Executive Officer* to include the *notice of motion* in agenda papers for a *Council meeting*.

SECTION 6– URGENT BUSINESS

Items cannot be admitted as urgent business other than by resolution of *Council* and only then if it:

- 1 relates to or arises out of a matter which has arisen since distribution of the *agenda*; and
- 2 cannot safely or conveniently be deferred until the next *Council meeting*.

SECTION 7 – CLOSE SESSION (CONFIDENTIAL)

In accordance with section 66(2)(a), 3(1)(a) and 3(1)(g) of the Local Government Act 2020, the following agenda items are listed for consideration in the confidential section:

- Item 7.2

CLOSURE OF COUNCIL MEETING TO THE PUBLIC

The Open Council Meeting will now be closed, but members of the public are welcome to rejoin the Council Meeting following the recommencement of the meeting.

RECOMMENDATION

That the meeting be closed to members of the public pursuant to section 66(2)(a) of the Local Government Act 2020 to consider confidential reports.

OPEN COUNCIL MEETING RECOMMENCEMENT

RECOMMENDATION

That the Open Council Meeting recommence.

Gallery invited to return to Council Chamber.

LIFTING OF CONFIDENTIALITY OF CLOSED SESSION RESOLUTIONS

RECOMMENDATION

That the Confidentiality of the report and decision in relation to Item 7.2 Confidential Agenda not be lifted.