

# **Council Meeting**

## **Minutes**

**26 March 2025 at 6:30pm**

**Council Chamber, Town Hall, Sturt Street,  
Ballarat**



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DRAFT

## 1. OPENING DECLARATION

**Councillors:** *"We, the Councillors of the City of Ballarat, declare that we will carry out our duties in the best interests of the community, and through collective leadership will maintain the highest standards of good governance."*

**Mayor:** *"I respectfully acknowledge the Wadawurrung and Dja Dja Wurrung People, the traditional custodians of the land, and I would like to welcome members of the public in the gallery."*

## 2. APOLOGIES FOR ABSENCE

### 2.1 Present

Cr Tracey Hargreaves (Mayor)  
Cr Ben Taylor  
Cr Damon Saunders  
Cr Des Hudson  
Cr Jay Morrison  
Cr Jim Rinaldi  
Cr Samantha McIntosh  
Cr Ted Lapkin  
Cr Tess Morgan

Mr Evan King - Chief Executive Officer  
Ms Bridget Wetherall - Director Infrastructure and Environment  
Mr Matthew Wilson - Director Community Wellbeing  
Mr John Hausler - Director Corporate Services  
Ms Natalie Robertson - Director Development and Growth  
Mr Martin Darcy - Director Economy and Experience  
Mr Cameron Montgomery - Executive Manager Governance and Risk  
Ms Rosie Wright - Coordinator Risk, Governance and Compliance  
Ms Sarah Anstis - Senior Governance Officer  
Ms Tayla Niblett - Governance Officer  
Mr Stephen Wright - Governance Support Officer

### 2.2 Apologies

Nil

## 3. DISCLOSURE OF INTEREST

Nil

#### 4. MATTERS ARISING FROM THE MINUTES

Nil

#### 5. CONFIRMATION OF MINUTES

##### RESOLUTION:

That the minutes of the Council Meeting on 26 February 2025 as circulated be confirmed.

Moved: Cr Ted Lapkin

Seconded: Cr Jay Morrison

**CARRIED**  
**(R33/25)**

##### RESOLUTION:

That Council move a condolence motion for Herman Ruyg.

Moved: Cr Tracey Hargreaves

Seconded: Cr Des Hudson

**CARRIED**  
**(R34/25)**



## 6. PUBLIC QUESTION TIME

### QT30/25 - Becky Andrews

#### Question

I have spoken to Juliana Addison about funding for our growing business. We specialise in helping clients who are living in hoarding and squalor situations. We get many referrals from NDIS [National Disability Insurance Scheme], DFFH [Department of Families, Fairness and Housing] and other welfare and disability agencies. We are helping improve fire risk, health and safe risk and preventing more children being removed from their homes and going into care. However, with the growing need in our community and us needing to employ more staff, we are seeking funding and free rubbish removal or free access to the transfer station for us to assist our clients clear their properties. Is this a possibility?

We would delight in the opportunity to talk further about this.

#### Answer

Bridget Wetherall, Director Infrastructure and Environment, responded that the City of Ballarat currently only supports approved applications received from charity and not-for-profit organisations that manage waste, including illegally dumped waste. Support can include free or subsidised access to the Ballarat Transfer Station. Charities and not-for-profit organisations can request an application form by contacting Customer Service. Applications are assessed by staff with approved applicants being supplied with Transfer Station vouchers. Support extends to waste disposal only, as we do not currently offer any service requiring access to private property and waste removal. We look forward to an application that can be supported.

### QT31/25 - Ashley Pegram

#### Question

Can Council please consider implementing either a permit system or more strict parking controls for amenities that often have large attendees? For example, when Barkly Square events happen, it's common for all of Barkly Street and surrounding streets to fill up leaving residents nowhere to park. The same is for Llanberris events where Young Street and Peake Street often have cars illegally parked.

#### Answer

Natalie Robertson, Director Development and Growth, responded that parking controls apply in the streets surrounding both Barkly Square and Llanberris Reserve venues. They are monitored by Council parking officers who undertake enforcement action as required. The community are encouraged to contact Council's parking team at the time that they observe these behaviours to allow officers' attendance to assist in mitigating these issues. She encourages anybody, if there is illegal parking or parking that causes danger, to contact the police who will also assist.

### QT32 /25 - Alice Humble

#### Question

The cycling action plan, which has demonstrably improved the safety of myself and my children riding around Ballarat, is due to be renewed at the end of this year. Has the City of Ballarat considered the role a reinstated active transport working group could play in the next iteration of the City's cycling action plan and the wider Council plan to improve the safety, accessibility, and connectivity of the city?

**Answer**

Natalie Robertson, Director Development and Growth, responded that work has commenced on developing a new Integrated Transport and Land Use Plan, which will consider the prioritisation of investment in the various modes of transport operating in Ballarat, and that includes cycling. This will involve significant opportunity for advocates and community with specific interests to be involved through planned community consultation and engagement. She would welcome and encourage Ms Humble's participation in this process in the coming months.

**Question**

Late last year, designs were finalised for the Yarrowee River Places and Connections project. Will the Council commit to including adequate funding in the 2025/26 budget and lobby the state and federal governments to see the Connections project funded, including the notoriously dangerous crossing at Grant Street?

**Answer**

Natalie Robertson, Director Development and Growth, responded that the design of a safe and upgraded crossing for the Yarrowee River Trail at Grant Street is a priority project, and something the City Design team are progressing. There is some complexity as this is a State Government arterial road, owned and managed by Regional Roads Victoria, so the team are working in partnership with RRV to agree on a design. Officers expect to release a concept design for the upgrade later this year and consider funding opportunities after that is finalised. The priority cycling connections funded and progressing towards delivery in 2025/26 are 3.5 km of new shared path and dedicated cycling path on the Glenelg Highway in Sebastopol, a new path as part of the streetscape upgrade of Macarthur Street linking to Lake Wendouree, and finishing the shared path connection along Grenville Street from Curtis Street to Dana Street. She is more than happy to provide a copy of what that looks like and what is proposed.

**QT33/25 - Bernadette Cheesman****Question**

Will Ballarat City Council be asking for a review of the Heritage Victoria gates decision on the basis that Heritage Victoria included safety issues in their decision and this is outside the remit of Heritage Victoria?

**Answer**

Natalie Robertson, Director Development and Growth, responded that, without foreshadowing a decision from Council to the item that is to be considered tonight, if Council should support the officer recommendation to commence an appeal process to the Heritage Council, it will be guided by legal advice on what may and may not be considered under the appropriate provisions.

**QT34/25 - Dana Hofheins****Question**

Based on the EPA information provided to Matthew Wilson on December 12<sup>th</sup> in a meeting with Dana Hofheins, is it possible that the EPA could place operational time constraints on Hockey Field Sporting Activities initiated by noise complaints to the EPA from neighbours adjacent to the proposed hockey pitches?

**Answer**

Matthew Wilson, Director Community Wellbeing, responded that the EPA could apply noise controls if they assess that noise levels are unreasonable. However, the Council-adopted Prince of Wales Park Master Plan already provides a commitment to consider operational

controls related to the hours of operation, potentially days of operation, and type of activities within the sporting facilities proposed to be built under the master plan in the park.

**Question**

On December 12<sup>th</sup>, a 2015 Field Hockey Artificial Grass Pitch Design Document was presented to Matthew Wilson and documented by the EPA as a potential control document which should be considered, and that any suggestion in the document not adopted would need to be explained publicly why it is “not reasonable in the circumstances”. Can you tell me when this review will be completed, and the findings made public?

**Answer – Director Wilson**

Matthew Wilson, Director Community Wellbeing, responded that the document referred to is the Sport England Artificial Grass Pitch Acoustics Planning Implications document and was received from Mr Hofheins. Officers have reviewed the content and note that it identifies the following for consideration when planning and designing artificial grass pitches or, in this case, proposed hockey pitches and facilities. The control measures or the responses to noise concerns that the document proposes consideration for include:

- Ensuring proposed works are compliant with planning obligations.
- Padding on goals and strong fixings on boundary fences materials so that they don't shake or rattle when a ball hits boundary fences with a purpose of deadening the sound coming from a ball hitting the goal or the fence.
- Use of bunds or barriers, or in the case of our document, we have used the words mounding and screening.
- Engagement of an acoustic engineer or consultant.

Council's project is required to comply with Australian Standards and regulations, but the intent of the Sport England Guidelines is covered through the commitments that are in the Council-adopted master plan. The master plan commits to implementing any or all of the above actions under the advice of an acoustic engineer who will be engaged once the planning process for the second hockey pitch commences.



## 7. CHIEF EXECUTIVE OFFICER REPORT

### 7.1. CHIEF EXECUTIVE OFFICER REPORT

**Division:** Executive Unit  
**Director:** Evan King  
**Author/Position:** Evan King – Chief Executive Officer

#### PURPOSE

1. The CEO's Operational Report highlights issues and outcomes affecting the organisation's performance as it delivers services and implements the Council's strategies and policy decisions.

#### RESOLUTION:

**20. That Council:**

**20.1 Receive and note the CEO's Operational Report.**

**Moved: Cr Ted Lapkin**  
**Seconded: Cr Des Hudson**

**CARRIED**  
**(R35/25)**

## 8. OFFICER REPORTS

### 8.1. TENDER 2024/25-360 GILLIES ROAD

**Division:** Infrastructure and Environment  
**Director:** Bridget Wetherall  
**Author/Position:** Levi Cox – Contracts Administrator

#### PURPOSE

1. The purpose of this report is to recommend award of Contract Number 2024/25-360 for the provision of Gillies Road reconstruction, from Addington Road to Glendonald Road.

#### RESOLUTION:

That Council:

1. Resolves to enter into Contract Number 2024/25-360 for the provision of Gillies Road reconstruction from Addington Road to Glendonald Road with Fulton Hogan Industries Pty Ltd for the total tendered price of \$5,059,269.38 (ex GST).
2. Authorises the Chief Executive Officer to:
  - a. finalise the terms of Contract Number 2024/25-360 with Fulton Hogan Industries Pty Ltd provided that those contract terms are consistent with this Resolution; and
  - b. execute Contract Number 2024/25-360 on behalf of Council.

Moved: Cr Ben Taylor  
Seconded: Cr Des Hudson

**CARRIED**  
**(R36/25)**

**8.2. TENDER 2024/25-282 KERBSIDE GLASS BIN SUPPLY**

**Division:** Infrastructure and Environment  
**Director:** Bridget Wetherall  
**Author/Position:** Siobhan Dent – Coordinator Circular Economy

**PURPOSE**

1. The purpose of this report is to recommend that Council award Contract Number 2024/25-282 for the provision of kerbside glass bins.

**RESOLUTION:**

**That Council:**

1. Resolves to enter into Contract Number 2024/25-282 for the provision of Kerbside Glass Bins with Mastec Australia Pty Ltd as Trustee for WRS Trust for their tendered schedule of rates.
2. Note that the expected spend across the full possible life of the contract is \$2,064,990.00 (ex GST).
3. Authorises the Chief Executive Officer to:
  - a. finalise the terms of Contract Number 2024/25-282 for the provision of Kerbside Glass Bins with Mastec Australia Pty Ltd as Trustee for WRS Trust provided that those contract terms are consistent with this Resolution; and
  - b. execute Contract Number 2024/25-282 on behalf of Council.

**Moved: Cr Ben Taylor**  
**Seconded: Cr Des Hudson**

**CARRIED**  
**(R37/25)**

### 8.3. TENDER 2024/25-330 KERBSIDE ORGANICS PROCESSING

**Division:** Infrastructure and Environment  
**Director:** Bridget Wetherall  
**Author/Position:** Siobhan Dent – Coordinator Circular Economy

#### PURPOSE

1. The purpose of this report is to recommend that Council award Contract Number 2024-25/330 for the provision of kerbside organics processing. The duration of the contract is three years with the provision of two x one year extensions.

#### RESOLUTION:

That Council:

1. Resolves to enter into Contract Number 2024/25-330 for the provision of Kerbside Organics Processing with Green Care Mulching Pty Ltd for the tendered schedule of rates.
  - a. The contract term is for three (3) years with provision of two (2), one (1) year extensions.
  - b. The estimated spend across the full possible life of the contract is \$5,597,990 (ex GST).
2. Authorises the Chief Executive Officer to:
  - a. finalise the terms of Contract Number 2024/25-330 for the provision of Kerbside Organics Processing with Green Care Mulching Pty Ltd provided that those contract terms are consistent with this Resolution; and
  - b. execute Contract Number 2024/25-330 on behalf of Council

Moved: Cr Ben Taylor  
Seconded: Cr Des Hudson

CARRIED  
(R38/25)

#### **8.4. APPEAL OF PERMIT FOR THE LYDIARD STREET RAILWAY GATES TO HERITAGE COUNCIL**

**Division:** Development and Growth  
**Director:** Natalie Robertson  
**Author/Position:** Annabel Neylon – Coordinator Heritage

Public representation was made by Stuart Kelly (representing Ballarat Heritage Watch) and Gerald Jenzen (representing Save Our Station Ballarat).

#### **PURPOSE**

1. The purpose of this report is to inform Council of the process and costs associated with an appeal of the Heritage Victoria issued permit P39923m to inform a decision on whether Council wishes to pursue an appeal.
2. The permit allows for the introduced mechanical boom gates to remain indefinitely at the Lydiard Street level crossing, and for the static positioning within the public realm of two (2) of the original (restored) timber gate panels, the relocation of the surviving steel gate post and the placement of one recycled gate post.

#### **RESOLUTION:**

**18. That Council:**

**18.1 Determine to seek a review of Heritage Victoria permit P39923 as issued.**

**Moved: Cr Samantha McIntosh**  
**Seconded: Cr Jim Rinaldi**

**CARRIED**  
**(R39/25)**

## 8.5. YANGZHOU 10TH ANNIVERSARY OF FRIENDSHIP CITY

**Division:** Community Wellbeing  
**Director:** Matthew Wilson  
**Author/Position:** Suzannah Burton - Coordinator of Reconciliation and Social Inclusion

Public representation was made by Michelle Philips (representing Chinese Australian Cultural Society Ballarat Inc), Charles Zhang representing Chinese Australian Cultural Society Ballarat Inc.), and Yilin Liu.

### PURPOSE

1. The purpose of this report is to seek Council consideration of the future of the Friendship City agreement between the City of Ballarat and City of Yangzhou, People's Republic of China.

### RESOLUTION:

**18. That Council:**

- 18.1 Send a delegation comprising of the Mayor or delegate, a Council Officer and the option of an additional Councillor to Yangzhou China in 2025 to mark the tenth anniversary of the friendship and to sign a new agreement between the two cities.**

**Moved: Cr Des Hudson**  
**Seconded: Cr Samantha McIntosh**

**CARRIED**  
**(R40/25)**

Upon being put to the meeting, the motion was declared carried. Cr Damon Saunders called for a division.

**For the motion were:** Cr Ben Taylor, Cr Des Hudson, Cr Jay Morrison, Cr Jim Rinaldi, Cr Samantha McIntosh, Cr Tess Morgan and Cr Tracey Hargreaves

**Against the motion was:** Cr Damon Saunders and Cr Ted Lapkin

**Abstained from the motion were:** Nil

### RESOLUTION:

**That Council adjourn at 9:16 pm for a comfort break.**

**Moved: Cr Des Hudson**  
**Seconded: Cr Jay Morrison**

**CARRIED**  
**(R41/25)**



**RESOLUTION:**

**That Council resumes at 9:27 pm.**

**Moved: Cr Des Hudson**

**Seconded: Cr Samantha McIntosh**

**CARRIED**

**(R42/25)**

DRAFT

## **8.6. ART GALLERY OF BALLARAT DRAWCARD EXHIBITION INTERNATIONAL TRAVEL**

**Division:** Economy and Experience  
**Director:** Martin Darcy  
**Author/Position:** Louise Tegart – Director, Art Gallery of Ballarat

### **PURPOSE**

1. The purpose of this report is to update Council following recent overseas travel by the Director Art Gallery of Ballarat, Louise Tegart, and Assistant Director – Engagement, Humphrey Clegg.

### **RESOLUTION:**

**14. That Council:**

**14.1 Receive and note the report.**

**Moved: Cr Des Hudson**  
**Seconded: Cr Ben Taylor**

**CARRIED**  
**(R43/25)**

## 8.7. STREET NAMING PROPOSALS

**Division:** Infrastructure and Environment  
**Director:** Bridget Wetherall  
**Author/Position:** Maddison Campbell – Naming Officer

### PURPOSE

1. The purpose of this report is to provide Council with:
  - a. An update on the community consultation that was undertaken for the renaming of Airport Road and continuation of the renaming process.
  - b. Street naming options for an unnamed lane in Mitchell Park and an unnamed lane between 201 and 209-211 Mair St, Ballarat.

### RESOLUTION:

**15. That Council:**

**15.1 Note the community feedback received and proceed with naming section 1 'Aviation Close' as shown in Figure 1.**

**15.2 Note that officers will commence community consultation on the following naming proposals:**

**15.2.1 Section 2 of the road indicated in Figure 1, proposed to be renamed 'Wackett Drive'**

**15.2.2 The unnamed service lane indicated in Figure 2, proposed to be named 'Wings Way'**

**15.2.3 The unnamed lane indicated in Figure 3, proposed to be named 'Cincotta Laneway'**

**Moved: Cr Ted Lapkin**  
**Seconded: Cr Jay Morrison**

**CARRIED**  
**(R44/25)**

## **8.8. YOUTH SERVICES PLAN - YEAR 2**

**Division:** Community Wellbeing  
**Director:** Matthew Wilson  
**Author/Position:** Stacey Oliver – Coordinator Youth Services

### **PURPOSE**

1. The purpose of this report is to provide an overview of the implementation of the Youth Strategy 2022-2026 – Year 2.

### **RESOLUTION:**

7. That Council:

- 7.1 Receive and note the report on the work undertaken in year two of the Youth Strategy 2022-2026.

**Moved:** Cr Des Hudson  
**Seconded:** Cr Jay Morrison

**CARRIED**  
**(R45/25)**

## 8.9. YOUTH PROFILE 2024

**Division:** Community Wellbeing  
**Director:** Matthew Wilson  
**Author/Position:** Stacey Oliver – Coordinator Youth Services

### PURPOSE

1. The purpose of this report is to present Council with the updated Youth Profile 2024.

### RESOLUTION:

8. That Council:
  - 8.1 Receive and note the Youth Profile 2024.

**Moved:** Cr Des Hudson  
**Seconded:** Cr Tess Morgan

**CARRIED**  
**(R46/25)**

## 8.10. ASSET MANAGEMENT POLICY

**Division:** Infrastructure and Environment  
**Director:** Bridget Wetherall  
**Author/Position:** Justin Hinch – Acting Coordinator Development Engineering

### PURPOSE

1. The purpose of this report is for the Council to adopt an amended Asset Management Policy and rescind the 2020 adopted policy.

### RESOLUTION:

6. That Council:
  - 6.1 Adopt the attached Asset Management Policy, which supersedes the Asset Management Policy adopted by Council on 16 September 2020 (R246/20).

Moved: Cr Ben Taylor  
Seconded: Cr Tess Morgan

CARRIED  
(R47/25)



**8.11. COUNCILLOR REPRESENTATION - WESTERN HIGHWAY ACTION COMMITTEE**

**Division:** Corporate Services  
**Director:** John Hausler  
**Author/Position:** Rosie Wright – Coordinator Risk, Governance and Compliance

**PURPOSE**

1. The purpose of this report is to appoint a Councillor representative to the Western Highway Action Committee for 2025.

**RESOLUTION:****13. That Council:**

**13.1 Confirm its membership of the Western Highway Action Committee for 2025.**

**13.2 Appoint Cr Ted Lapkin as its representative on the Western Highway Action Committee for 2025, with Cr Samantha McIntosh appointed as a substitute.**

**Moved: Cr Des Hudson**  
**Seconded: Cr Ted Lapkin**

**CARRIED**  
**(R48/25)**

**8.12. COUNCILLOR REPRESENTATION - SUNRAYSIA HIGHWAY IMPROVEMENT COMMITTEE**

**Division:** Corporate Services  
**Director:** John Hausler  
**Author/Position:** Rosie Wright – Coordinator Risk, Governance and Compliance

**PURPOSE**

1. The purpose of this report is to appoint a Councillor representative to the Sunraysia Highway Improvement Committee for 2025.

**RESOLUTION:****11. That Council:**

- 11.1 Confirm its membership on the Sunraysia Highway Improvement Committee for 2025.**
- 11.2 Appoint Cr Samantha McIntosh as its representative on the Sunraysia Highway Improvement Committee for 2025, with Cr Jim Rinaldi appointed as a substitute.**

**Moved: Cr Jim Rinaldi**  
**Seconded: Cr Des Hudson**

**CARRIED**  
**(R49/25)**

### 8.13. BALLARAT PUBLIC HOLIDAY

**Division:** Corporate Services

**Director:** John Hausler

**Author/Position:** Cameron Montgomery – Executive Manager Governance and Risk

#### PURPOSE

1. The purpose of this report is for Council to consider the public holiday for the Ballarat municipal district for 2025-2029.

#### RESOLUTION:

8. That Council:

- 8.1 Determine that no alternative public holiday will be requested, and that the Ballarat municipality will therefore observe the Melbourne Cup public holiday for the years 2025-2029.

Moved: Cr Ben Taylor

Seconded: Cr Des Hudson

**CARRIED**  
**(R50/25)**

#### 8.14. S6 INSTRUMENT OF DELEGATION

**Division:** Corporate Services  
**Director:** John Hausler  
**Author/Position:** Stephanie Hosking – Statutory Governance Officer

#### PURPOSE

1. The purpose of this report is to provide the updated S6 Instrument of Delegation – Members of Staff for Council's consideration.

#### RESOLUTION:

8. That Council, in the exercise of the powers conferred by the legislation referred to in the attached instrument of delegation, resolves that:
  - 8.1 There be delegated to the members of Ballarat City Council (Council) staff holding, acting in or performing the duties of the offices or positions referred to in the attached *Instrument of Delegation to members of Council staff*, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
  - 8.2 The instrument comes into force effective upon being signed by the Council's Chief Executive Officer.
  - 8.3 On the coming into force of the instrument, all previous delegations to members of Council staff (other than to the Chief Executive Officer) are revoked.
  - 8.4 The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

Moved: Cr Des Hudson  
Seconded: Cr Jay Morrison

CARRIED  
(R51/25)

## 8.15. S11A INSTRUMENT OF APPOINTMENT AND AUTHORISATION

**Division:** Corporate Services  
**Director:** John Hausler  
**Author/Position:** Stephanie Hosking – Statutory Governance Officer

### PURPOSE

1. The purpose of this report is to request that Council endorse an amended S11A Instrument of Appointment and Authorisation following an external legal review for the following staff:

Andrea Nino	Kenneth Enright
Andrea Watkins	Kylie Sullivan
Brenda Carey	Linda Gray
Charyn Symes	Lynne Souter
Chris Duckett	Luxman Francis
Chris Stathis	Mairin Briody
Claire Pepin	Mathieu Cron
Clare Douglas-Haynes	Natalie Calleja
Colleen Evans	Natalie Robertson
Connor Perrott	Nicole Burns
Deanne Sheppard	Olivia Harwood
Dylan Clark	Peter Dreimanis
Dylan Holmes	Rebecca Carter
Edmond Riley	Robert Harvey
Edmund Beebe	Susanne Perera
Evan Burman	Suzanne Verdoorn
Fiona Tsirlin	Stephanie Preece
James Guy	Stephen Murphy
Joanna Cuscaden	Teagan Bruty
Joseph Cooper	Terry Natt
Julian Pollard	Tyler Channell
Kate MacDougall	Umaiya Kamalaneshan
Kate MacLaren	Unnati Rawal
Katy Baker	Vicky Lu
Kellie Jantzen	

2. To revoke the S11A Instrument of Appointment and Authorisation for Jie Shan.

**RESOLUTION:**

- 8.1 That Council, in the exercise of the powers conferred by section 147(4) of the *Planning and Environment Act 1987*, resolves that:**
- a. The members of Ballarat City Council (Council) staff referred to in the instruments attached be appointed and authorised as set out in the instrument.**
  - b. The instruments come into force immediately upon being signed by Council's Chief Executive Officer and remains in force until Council determines to vary or revoke it.**
- 8.2 That Council revoke the S11A Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*) for Jie Shan effective 26 March 2025.**

**Moved: Cr Des Hudson  
Seconded: Cr Ben Taylor**

**CARRIED  
(R52/25)**



**8.16. CONTRACTS APPROVAL DELEGATED COMMITTEE MINUTES**

**Division:** Corporate Services  
**Director:** John Hausler  
**Author/Position:** Lorraine Sendall – Executive Assistant Director Corporate Services

**PURPOSE**

1. The purpose of this report is to provide Council with minutes of Council's Contracts Approval Delegated Committee in accordance with the adopted Terms of Reference. This report provides minutes of the meetings held on 29 January 2025 and provides a summary of information in relation to these minutes.

**RESOLUTION:**

6. That Council:
  - 6.1 Note, in accordance with section 66 of the *Local Government Act 2020*, that the material contained in the Contracts Approval Delegated Committee agendas has been designated confidential.
  - 6.2 Receive the Contracts Approval Delegated Committee minutes of the meeting held on 29 January 2025.

Moved: Cr Ben Taylor  
Seconded: Cr Ted Lapkin

**CARRIED**  
**(R53/25)**

**8.17. OUTSTANDING QUESTION TIME ITEMS**

**Division:** Corporate Services  
**Director:** John Hausler  
**Author/Position:** Stephen Wright – Governance Support Officer

**PURPOSE**

1. This report provides Council with an update of responses to questions taken on notice and outstanding unanswered questions from public question time.

**RESOLUTION:**

5. That Council:
  - 5.1 Endorse the Outstanding Question Time report.

**Moved:** Cr Ted Lapkin  
**Seconded:** Cr Des Hudson

**CARRIED**  
**(R54/25)**

## 9. NOTICES OF MOTION

Nil

## 10. REPORTS FROM COMMITTEES/COUNCILLORS

### 10.1. REPORTS FROM ADVISORY COMMITTEES

**Division:** Corporate Services  
**Director:** John Hausler  
**Author/Position:** Sophie Brown – Governance Project Officer

#### PURPOSE

1. The purpose of this report is to:
  - a. Provide Councillors with records of meetings held under the auspices of Council for noting from Council advisory committee and stakeholder reference group meetings that took place during February 2025; and
  - b. Recommend Cr Damon Saunders be removed as Chairperson from the Lake Wendouree and Gardens Stakeholder Reference Group and appoint Cr Samantha McIntosh as Chairperson.

#### RESOLUTION:

9. That Council:
  - 9.1 Note the records of meetings held under the auspices of Council for noting from Council advisory committee meetings that took place during February 2025, attached to this report.
  - 9.2 Remove Cr Damon Saunders as Chairperson for the Lake Wendouree and Gardens Stakeholder Reference Group, noting that Cr Damon Saunders will continue on as a Councillor representative for that group; and
  - 9.3 Appoint Cr Samantha McIntosh as Chairperson for the Lake Wendouree and Gardens Stakeholder Reference Group.

**Moved:** Cr Damon Saunders  
**Seconded:** Cr Tess Morgan

**CARRIED**  
**(R55/25)**

## **10.2. REPORTS FROM COUNCILLORS**

### **GB7/25 Cr Jay Morrison**

Cr Jay Morrison attended 23 community events since the previous Council meeting and expressed his appreciation for these events and their organisers, including:

- 167th Labour Day Ballarat Trades Hall dinner;
- The Ballarat Blitz netball event at Selkirk Stadium;
- Community Think Tank involving 45 community members that will report on issues for consideration in the preparation of the next Council Plan;
- Ballarat Lyric Theatre's production of Kinky Boots at Her Majesty's Theatre;
- The Ballarat Begonia Festival;
- The opening of the Ballarat Women's Shed in Wendouree;
- The opening of the Next Gen Art Exhibition, which is the first exhibition as part of the new Backspace Gallery on Mair Street;
- Ballarat Mosque Open Day;
- Ballarat Ageing Well Expo; and
- A tour of Ballarat Agricultural and Pastoral Society's Showground facilities in Mount Rowan.

### **GB8/25 Cr Damon Saunders**

Cr Damon Saunders gave a talk on local government to students at the Lucas Primary School. He also highlighted the following events that he attended and expressed his appreciation for them and their organisers:

- Community Think Tank, which he attended with Cr Jay Morrison, Cr Tess Morgan, Cr Ted Lapkin and Cr Tracey Hargreaves, Mayor.
- The Ballarat Begonia Festival
- Australian Citizenship ceremony at Civic Hall as part of Harmony Week, along with Cr Ben Taylor and Cr Tracey Hargreaves, Mayor.
- Council's Let's Chat Ballarat Community expo at Civic Hall
- Working bee at the Lucas Community Garden

### **GB9/25 Cr Ben Taylor**

Cr Ben Taylor was very pleased to note that Bridge Mall is now open. He mentioned that shop vacancy has decreased dramatically. He implored drivers to observe the 10 km/h speed limit through the Bridge Mall.

## 11. URGENT BUSINESS

Nil

## 12. SECTION 66 (IN CAMERA)

### RESOLUTION:

That Council resolve, pursuant to section 66 of the *Local Government Act 2020*, that the meeting be closed to members of the public at 10:08 pm whilst the Council is dealing with the following matters:

Moved: Cr Ben Taylor  
Seconded: Cr Ted Lapkin

CARRIED  
(R56/25)

### 8.1. TENDER 2024/25-360 GILLIES ROAD

Division: Infrastructure and Environment  
Director: Bridget Wetherall  
Author/Position: Vaughn Notting – Executive Manager Infrastructure

(Confidential attachments)

Confidential attachments to the report in the Council Agenda.

Pursuant to sub rule 3.13.2 of the Governance Rules the information contained within this document is designated as confidential information for the purposes of the *Local Government Act 2020* (the Act). That is “confidential information” that in accordance with section 3 of the Act is:

- (g) private commercial information, being information provided by a business, commercial or financial undertaking that—
  - (i) relates to trade secrets; or
  - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

## 8.2. TENDER 2024/25-282 KERBSIDE GLASS BIN SUPPLY

**Division:** Infrastructure and Environment  
**Director:** Bridget Wetherall  
**Author/Position:** Siobhan Dent – Coordinator Circular Economy

(Confidential attachments)

Confidential attachments to the report in the Council Agenda.

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  - (i) relates to trade secrets; or
  - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

## 8.3. TENDER 2024/25-330 KERBSIDE ORGANICS PROCESSING

**Division:** Infrastructure and Environment  
**Director:** Bridget Wetherall  
**Author/Position:** Siobhan Dent – Coordinator Circular Economy

(Confidential attachments)

Confidential attachments to the report in the Council Agenda.

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  - (i) relates to trade secrets; or
  - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.



**8.16. CONTRACTS APPROVAL DELEGATED COMMITTEE MINUTES**

**Division:** Corporate Services  
**Director:** John Hausler  
**Author/Position:** Lorraine Sendall – Executive Assistant, Director Corporate Services

(Confidential attachments)

Confidential attachments to the report in the Council Agenda.

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- (g) private commercial information, being information provided by a business, commercial or financial undertaking that—
  - (i) relates to trade secrets; or
  - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

**12.1. INFRASTRUCTURE IN THE BALLARAT WEST PRECINCT STRUCTURE PLAN (BWSP) AREA**

**Division:** Corporate Services  
**Director:** John Hausler  
**Author/Position:** Lorraine Sendall – Executive Assistant, Director Corporate Services

(Confidential report)

Pursuant to sub rule 3.13.2 of the Governance Rules the information contained within this document is designated as confidential information for the purposes of the *Local Government Act 2020* (the Act). That is “confidential information” that in accordance with section 3 of the Act is:

- (a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

(Confidential report)

- (a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.
- (e) Legal privileged information, being information to which legal professional privilege or client legal privilege applies.
- (g) Private commercial information, being information provided by a business, commercial or financial undertaking that:
  - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;

**That Council move out of closed Council at 10:38 pm and adopt the resolutions made therein.**

**CARRIED**  
**(R60/25)**

**The Mayor declared the meeting closed at 10:38 pm.**

**Mayor**