

# Hepburn

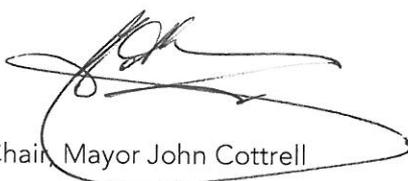
SHIRE COUNCIL

## HEPBURN SHIRE COUNCIL ORDINARY MEETING OF COUNCIL PUBLIC MINUTES

TUESDAY 15 MAY 2018  
SENIOR CITIZENS ROOM  
76 VINCENT STREET  
DAYLESFORD

6:00PM

Confirmed at the Ordinary Meeting of Council  
held on 19 June 2018



Chair, Mayor John Cottrell

# MINUTES

TUESDAY 15 MAY 2018

Senior Citizens Room

76 Vincent Street, Daylesford

Commencing 6:00PM

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AARON VAN EGMOND  
CHIEF EXECUTIVE OFFICER  
15 MAY 2018

## 1. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

We would like to acknowledge we are meeting on Jaara people country, of which members and elders of the Dja Dja Wurrung community and their forebears have been custodians for many centuries.

On this land, the Jaara people have performed age old ceremonies of celebration, initiation and renewal.

We acknowledge their living culture and their unique role in the life of this region.

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## 2. OPENING OF MEETING

**PRESENT:** Cr John Cottrell, Cr Don Henderson, Cr Neil Newitt, Cr Greg May, Cr Kate Redwood AM, Cr Sebastian Klein, Cr Fiona Robson

**IN ATTENDANCE:** Mr Aaron van Egmond Chief Executive Officer, Mr Grant Schuster General Manager Community & Corporate Services, Mr Bruce Lucas General Manager Infrastructure, Mr Justin Fiddes Manager Development & Community Services, Ms Katherine Toom Coordinator Governance & Information

### STATEMENT OF COMMITMENT

“WE THE COUNCILLORS OF HEPBURN SHIRE  
DECLARE THAT WE WILL UNDERTAKE ON EVERY OCCASION  
TO CARRY OUT OUR DUTIES IN THE BEST INTERESTS  
OF THE COMMUNITY  
AND THAT OUR CONDUCT SHALL MAINTAIN THE STANDARDS  
OF THE CODE OF GOOD GOVERNANCE  
SO THAT WE MAY FAITHFULLY REPRESENT  
AND UPHOLD THE TRUST PLACED IN THIS COUNCIL BY THE  
PEOPLE OF HEPBURN SHIRE”

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### 3. APOLOGIES

Nil

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### 4. DECLARATIONS OF CONFLICTS OF INTEREST

Cr Sebastian Klein declared an indirect interest on items regarding the Trentham Hub.

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### 5. CONFIRMATION OF MINUTES

#### RECOMMENDATION

5.1.1 That the Minutes of the Ordinary Meeting of Council held on 17 April 2018 (as previously circulated to Councillors) be confirmed as required under Section 93 (2) of the Local Government Act 1989.

#### MOTION

5.1.1. *That the Minutes of the Ordinary Meeting of Council held on 17 April 2018 (as previously circulated to Councillors) be confirmed as required under Section 93 (2) of the Local Government Act 1989.*

**Moved:** Cr Neil Newitt

**Seconded:** Cr Sebastian Klein

**Carried**

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### 6. NOTICES OF MOTION

No notices of motion have been received this month in accordance with Local Law No 1.

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### 7. ITEMS OF URGENT BUSINESS

Nil

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## 8. PRESENTATION OF COUNCILLOR REPORTS

### MAYOR'S REPORT

**Councillor John Cottrell, Holcombe Ward**

No written report has been provided

### COUNCILLOR REPORTS

**Councillor Kate Redwood AM, Birch Ward**

It has been a month of many and varied Council commitments.

The backdrop has been the ongoing work to recruit a new CEO and it has been an important responsibility to be part of the group made up of Mayor John Cottrell, and councillors Don Henderson and Fiona Robson to oversight this process. As we all know the position of CEO has been advertised and we are now waiting to see the list of applicants. It should be noted that our Mayor has been doing a particularly good job on organising the recruitment process.

ANZAC Day is always a big day for this community as we remember the sacrifices made by so many serving Australia in armed conflicts and the post war impact on them and their families. Each year there seem to be more people attending the services. I was pleased to present a wreath on behalf of Council at the Daylesford Service and the Eganstown Service, and to attend, along with Cr Cottrell the Daylesford Dawn Service. I would estimate that there were more than 300 attending the main Daylesford Service and over 50 at Eganstown. Congratulations to the RSL for a number of flawlessly organised events. Thank you to the Council staff for the road closures – it would be good if Vicroads could divert traffic from the Midland Highway at Daylesford, as the big crowds now present a traffic hazard and noisy traffic is very disrespectful to the occasion.

The Welcome to New Residents held at the Daylesford Neighbourhood Centre on 5 May attracted around 30 newcomers. Presentations were given by Council, the CFA, U3A, the Community Radio, Wholefoods, and the Friends of Cornish Hill. I should also mention that the Girl Guides provided a sausage sizzle as a fund raiser for their activities. All in all it was a very positive occasion and the participating organisations were delighted to pick up new volunteers. Thank you to Mayor John Cottrell and Managing Director Grant Schuster for their contributions and to the DNC staff for organising the event.

On 12 May Cr Klein, Ms Brannigan and I met with representatives of the Daylesford Spa Country Railway committee to discuss the route of the proposed Woodend to

Daylesford railtrail. This was a particularly constructive meeting. I would be hopeful that our combined views will assist in progressing this important project for the Shire.

There have been various public consultations over the month. These include:

The Hepburn Solar Bulk Buy and Zed-Net Transition Pilot consultation which had the Senior Cits packed;

The Hepburn Springs Streetscape consultation outside the Hepburn Springs store, along with Cr Robson, to talk with the community about minor changes to the original design of works;

and

The consultation in the Town Hall on work to be undertaken next financial year on repairs and upgrades to the Daylesford Town Hall and the Daylesford Olympic Pool.

The extraordinary brunch put on by the Friends of Wombat Hill Botanic Gardens also deserves a mention: 60 or so folk sat at long tables under the elms for a sumptuous meal. The Gardens were in full autumn colour. The whole event was stunning, and done as a fund raiser for our very special Gardens.

### **Councillor Sebastian Klein, Coliban Ward**

In the past month I attended the following:

A consultation with the State Government Recycling Industry Task Force.

ANZAC day in Trentham.

Grampians Central West Waste Resource Recovery Group Board meeting in Horsham.

The Hepburn Shire CEO's Strategic Directions briefing.

Spud Fest – credit must go to Helen MacDonald and Di Caithness, a very professional event run at four locations across the town.

A meeting with Daylesford Spa Country Railway regarding the Daylesford to Hanging Rock Rail Trail. Great to see the enthusiasm for a complementary route that will see both the Railway and the rail trail implemented to mutual benefit.

Consultation on town place-making in Trentham at the Neighbourhood Centre – with the hope to preserve the character in Trentham. The consultation also concerned long-awaited streetscape works in Trentham.

In my capacity as Chair of the Grampians Central West Waste Resource Recovery Group, I also conducted interviews for the Barwon South West Region, and the

Grampians Central West independent board member positions. These are expected to be announced in late June.

### **Councillor Don Henderson, Creswick Ward**

Creswick once again turned out for the sad recalling of the events caused by conflict throughout the world. The Creswick RSL visited schools in the run up to the events and the inclusion and participation in the events was a highlight. As usual our nationally known Light horse Brigade were part of things as they were in other places.

I was able to turn on the fountain at the Cenotaph and many photographs were taken as this fountain has not run in my living memory. Marie Lewis who attended as one of our veterans was the only one who remembered the fountain running. Not surprising as Marie is 105 years old.

I attended a meeting to discuss solar panels at the Creswick Hub. There was standing room only and the doors had to be opened to allow the 30 or so people to spill out into the library. The event was very interesting and I understand that people are very happy with the Shire being a partner in this venture.

The VOGA cycling club put on many events in and around Creswick in what was a two day calendar. Junior and some womens events were held at the Goldfields Resort on the Saturday

The Brackenbury event was held on the Sunday and I spoke to many of the participants who had travelled a long way to get to the event. Three were enquiring about the availability of properties as they were excited to hear of the future plans for the area. A cycling family has just purchased a property overlooking the proposed trail head. Most of the participants apart from locals stayed overnight which was a boost to the town.

Children are thrilled to know that work will commence shortly on the promised climbing poles and rocks that will be installed near the splash park. It just shows that people appreciate things even if the cost is not great at least that is the case over our way.

I noted some very brave young people are still using the dive tower at Calemben Park and I think they must be descended from Spartans somewhere in their past as the water to me is freezing. Police have reported that behaviour has vastly improved this summer as young people are taking renewed pride and ownership of the area. Some out of town trouble makers have been told by local youth to pull their heads in or leave which is a pleasing development.

I also attended the launch of the new Visit Hepburn website which saw people from all over the shire come to the opening.

Although small in number there were general positive reactions to our proposed budget at the Creswick consultation

### **Councillor Greg May, Creswick Ward**

Last month in my councillor report I made mention of Lilli Bowyer who is a student at the Daylesford Secondary College. Lilli was awarded the scholarship made available by the Hepburn Shire and the Daylesford RSL to visit France for the centenary commemorations at Villers-Bretonneux. Well, Lilli, along with her teacher Penny Ellis, made it to France and I assume are now back home. As promised Lilli gave a detailed account of her travels, along with numerous photos, on her facebook page while in France. This has no doubt been a wonderful experience for her and I'm looking forward to her addressing council some time soon. The dawn service from Villers-Bretonneux is televised on ABC television each Anzac Day so I tuned in to see if I could spot Lilli and Penny laying a wreath on behalf of the Hepburn Shire and the Daylesford Secondary College. I didn't manage to see them but after quite a while of watching I did hear their names mentioned among the many names that day.

I attended the dawn service at Creswick on Anzac Day where a large crowd of locals gathered to pay their respects. I also laid a wreath on behalf of the shire at the Anzac Day service held in the Kingston Avenue of Honour. The number of people attending this service is growing each year with approximately 70 people attending this year. During the service I spoke briefly about four of my relatives who have trees commemorating their war service in the avenue. I hope that this added some interest to service and hope it's something which others will continue in future years.

Last Wednesday night I attended the AGM of the Friends of the Kingston Avenue of Honour. There was a good attendance for a small community group who work tirelessly raising funds for and working on the upkeep of the avenue. Representatives of the group meet quarterly with council officers and have forged a good working relationship with them. November this year sees the 100th anniversary of the Avenue and so there will be a special event to mark the occasion.

### **Councillor Fiona Robson, Birch Ward**

I was pleased to be invited to participate in the Central Highlands Regional Partnership focus group for a "prevention lab" to explore the health and wellbeing of our people. Central Highlands has some of the highest rates of overweight and obesity in Victoria. The prevention lab is exploring what can be done in partnership

to address the trend. Unfortunately I have not been able to continue as a member of the convening team. I am pleased that Lisa Sparkes, our council's officer that created our municipal health & wellbeing team, is part of the team. I look forward to the Regional Assembly on Thursday 14 June.

A handful of committed residents of Hepburn Springs attended the streetscape consultation. It was useful to hear the feedback and suggestions and I'm looking forward to our council helping to create even more of a village feel.

I attended the tiny houses display in Melbourne on Sunday as part of knowledge week and was pleased to speak with people working together to explore ways to assist to provide affordable housing. Council's across Victoria are exploring ways to assist tiny houses to be safe and dependable. The Municipal Association of Victoria is continuing to look to help facilitate a consistent approach for Victorian councils.

The draft disability access & inclusion plan is available for review. I attended the community consultation in Daylesford on Monday and recommend that people read to the plan and send in any feedback and suggestions. Expressions of interest are being invited to be part of the disability advisory committee.

### **Councillor Neil Newitt, Cameron Ward**

Councillors, I would like to share with you three events I attended this month.

On 22 April, I attended the Mt Beckworth Lollipop Tree Centenary. This event was to celebrate the 100 years since the pine tree was planted atop Mt Beckworth. It has become an iconic and loved part of the landscape of the area, a beacon to those who in the district.

The event was an overwhelming success - with more than 300 people registering and climbing the mount on the day. With the approval of Parks Vic the organisers were able to run a number of 4WDs for people unable to make the climb under their own steam which included a number of our elderly citizens now in their 90s.

As a direct result of the event Parks Victoria has acquired a plaque from the National Trust that recognises the tree's placement on the Significant Tree Register. The National Trust has nominated the tree as 'Victorian Tree of the Year' and a poem commissioned by the organisers by local poet Bob McKinnon was so well received it has now been provided to the Clunes Museum, Clunes Primary School and Parks Victoria at their request.

Mt Bolton-Beckworth Landcare Group are to be congratulated with thanks also to the Clunes Tourist and Development Association who assisted in auspicing the event. You may recall council also helped fund the event through our community grants program.

A few days later, another well attended ANZAC Day took place with several hundred gathered for commemorations at the Cenotaph in Fraser Street.

Although the centenary of The Galipoli landings has passed, it was noted by many of the large number who attended this year's service - one of the largest in recent years. The members of the RSL have added a dawn service at their rooms to the traditional service at the Cenotaph. This was followed by guest speakers at the town hall before the gathering moved to the RSL and some on to enjoyed two up at the National Hotel.

A week later, and we were back in Fraser Street, for the annual Booktown festival.

Crowds were as strong as ever noticeably up on last year, with great weather rewarding the hard work of the thousands of volunteer hours that make up the event.

Reports are this was one of the strongest trading years for the event which is great for both the town and the visiting book traders who show their support for the event by setting up stalls over the weekend. Also noted this year, were the large number of younger people and young families attending over the two days.

It is Important to note that each of these events were run by volunteers and took place within two weeks of each other.

It is a testament to the community spirit and willingness to work together that continues to thrive in Clunes, not just amongst long time residents and more recent arrivals, but also the many weekenders who have made Clunes their home - even if they are only able to visit or live with us part time.

## RECOMMENDATION

8.1.1 That Council receives and notes the Mayor's and Councillors' reports.

## MOTION

8.1.1. *That Council receives and notes the Mayor's and Councillors' reports.*

**Moved:** Cr Don Henderson

**Seconded:** Cr Kate Redwood AM

**Carried**

## 9. PUBLIC PARTICIPATION TIME

This part of the Ordinary Meeting of Council allows for the tabling of petitions by Councillors and Officers and 30 minutes for the purpose of:

- Responding to questions that have been submitted by members of the community.
- Allowing members of the community to address Council.

Community members are invited to submit written questions to the Chief Executive Officer by 12 noon on the day of the Council Meeting. If you wish to address Council you must provide a brief synopsis of your address in writing to the Chief Executive Officer by 12 noon on the day of the Council Meeting.

Questions received may be taken on notice and responded to later. Likewise, some questions of an operational nature may be responded to through usual administrative procedure. Separate forums and Council processes are provided for deputations or for making submissions to Council.

### 9.1. PETITIONS

Two petitions have been tabled in accordance with Local Law 1.

## 9.2. PETITION - CYCLING / WALKING TRACK CONNECTING COOMOORA TO DAYLESFORD

The petition, containing 90 electronic signatories states:

*"The Cycling / Walking track connecting Coomoora to Daylesford is an exciting and long-awaited initiative that will benefit the community in multiple ways:*

- *Provide a safe way for adults and children to cycle from Coomoora to Daylesford.*
- *Provide alternative travel options for residents whose options are limited financially.*
- *Provide alternative travel options to reduce petrol usage and to promote zero carbon travel.*
- *Link Coomoora residents to the wider township of Daylesford to strengthen social connections and provide access to services. Coomoora is a growing township and unlike other areas there is no community hall, shop or gathering space.*
- *Increase attraction to the area for cycle tourism.*

*I sign this petition to show my support for this project and to urge Hepburn Shire councillors to fully support the project's implementation."*

### RECOMMENDATION

That Council:

9.2.1 Receives and tables the Petition on the Coomoora to Daylesford Cycling/Walking Track.

9.2.2 Notes that the first stage of the bike path is included in the draft budget 2018/19, with the remaining part being planned for the 2020/21 year.

9.2.3 Notes that the final budget 2018/19 will be adopted at the June meeting and that the Coomoora to Daylesford Cycling/Walking Track will be dealt with as a budget consideration at the June 2018 meeting.

9.2.4 Advises the head petitioner of the above process.

### MOTION

*That Council:*

- 9.2.1. *Receives and tables the Petition on the Coomoora to Daylesford Cycling/Walking Track.*
- 9.2.2. *Notes that the first stage of the bike path is included in the draft budget 2018/19, with the remaining part being planned for the 2020/21 year.*
- 9.2.3. *Notes that the final budget 2018/19 will be adopted at the June meeting and that the Coomoora to Daylesford Cycling/Walking Track will be dealt with as a budget consideration at the June 2018 meeting.*
- 9.2.4. *Advises the head petitioner of the above process.*

**Moved:** Cr Don Henderson

**Seconded:** Cr Kate Redwood AM

**Carried**

### 9.3. PETITION - MAINTAIN THE TREE OF KNOWLEDGE

The petition, containing approximately 70 signatures states:

*"The "Tree of Knowledge" is located on the corner Vincent and Albert Streets in Burke Square outside the Royal Hotel. Recently pruned for safety reasons it is earmarked by Council for removal.*

*The petitioners whose names, addresses and signatures appear hereunder, petition the Hepburn Shire Council as follows:*

*We request council protect and maintain this tree now it has been made safe by maintaining its pruned height. We also request Council replace the plaque that was removed underneath the tree acknowledging this as the "Tree of Knowledge" where many locals and elders continue to discuss community issues."*

#### RECOMMENDATION

That Council:

9.3.1 Receives and tables the Petition - Maintain the Tree of Knowledge

9.3.2 Refers the petition to the General Manager Infrastructure to arrange the preparation of a report for the June 2018 ordinary meeting of Council.

9.3.3 Advises the head petitioner of the above process

#### MOTION

*That Council:*

*9.3.1. Receives and tables the Petition - Maintain the Tree of Knowledge*

*9.3.2. Refers the petition to the General Manager Infrastructure to arrange the preparation of a report for the June 2018 ordinary meeting of Council.*

*9.3.3. Advises the head petitioner of the above process*

**Moved:** Cr Sebastian Klein

**Seconded:** Cr Neil Newitt

**Carried**

#### 9.4. QUESTIONS

Community members are invited to submit written questions to the Chief Executive Officer by 12 noon on the day of the Council Meeting.

Questions received may be taken on notice and responded to later. Likewise, some questions of an operational nature may be responded to through usual administrative procedure. Separate forums and Council processes are provided for deputations or for making submissions to Council.

Cr Sebastian Klein declared an indirect conflict on the subject of the Trentham Hub in some of the questions on the grounds of residential amenity because he lives next to one of the proposed sites and left the room at 6.30pm

##### **Question 1 – Mr Charles Sherlock**

Will Council allow information about the possible future of the High St Hall to be placed on a notice board at the Hall?

##### **Answer 1 – Mayor John Cottrell**

Until the postal survey on the location of the Trentham Hub is completed, Council seeks to provide unbiased information to the community and not influence community members either way.

Council will provide factual information on the postal survey through a number of means including online, newspapers and on physical noticeboards. This will include Council managed facilities, such as the Trentham Mechanics Institute site.

To avoid unfair bias, Council will not allow members of the public to put up displays or information at Council managed facilities that argue for or against either of the survey options. Members of the public will need to use their own resources to promote either survey option.

##### **Question 2 – Mr Charles Sherlock**

Will Council ensure that the method of voting precludes the possibility of ballots being duplicated, so that a fair outcome is obtained?

##### **Answer 2 – Mayor John Cottrell**

Council will be appointing an independent Returning Officer to manage the process and follow an election-like process to achieve high levels of integrity. Responses to the survey will include a signed declaration by the community member and will be marked off the 'roll' to prevent duplicate responses from individuals while maintaining the anonymity of responses.

### **Question 3 – Ms Wendy Smith**

I would like to raise the question about absentee voting for the decision on the voting for the site of the Community Centre.

#### **Will absentee voting be permitted?**

### **Answer 3 – Mayor John Cottrell**

Council will circulate the surveys to eligible people on the Coliban Ward roll using the postal address recorded with either the Victorian Electoral Office or Council (depending on how you are enrolled to vote). You should check your entitlement on the roll prior to the "Entitlement" date to confirm the postal address that will be used.

From the date that survey forms are printed and posted, Council plans to have a "Survey Office" in Trentham open on a part-time basis. This will be open for approximately three weeks leading up to and including the final date when surveys will be due back. Individuals will be able to get a replacement survey, or complete a survey at the Survey Office, if there are issues with receipt of the posted survey.

These mechanisms enable all eligible community members on the roll to have their say.

### **Question 4 – Mr John McLaren**

Can Council please provide further detail on the proposed postal survey on the location of the Trentham Hub? For example, will all names on the electoral roll for Coliban Ward be included, and from what date? What covering material will be sent with the ballot papers? What steps will be taken to prevent interception and forgery of ballot papers? Will the ballot paper return envelope be "reply paid?" and will the process be undertaken by Council officers or by an agent such as the Victorian Electoral Commission?

**What actions will Council be undertaking to guarantee the integrity of the ballot regarding the Trentham Hub?**

**Answer 5 – Mayor John Cottrell**

Some details on the postal survey are included in item 11.2 on tonight's agenda.

In addition, I can provide the following information:

1. The postal survey will be based on the Coliban Ward roll as at a fixed 'entitlement' date. That 'entitlement' date will be confirmed and published through a range of public notices next week.
2. Council will prepare brief covering information explaining that the survey relates to location only, and outlining the aspects of the project which will be unchanged including scope, budget and Council's financial contribution.
3. Council will be appointing an independent Returning Officer to manage the process and follow an election-like process to achieve high levels of integrity.
4. Responses to the survey will be marked off the 'roll' to prevent duplicate responses from individuals while maintaining the anonymity of responses.
5. A reply paid envelope will be included in the survey pack posted to each person on the roll.
6. Surveys will be able to be submitted via post or to a sealed box in a Survey Office in Trentham managed by the Returning Officer.

Cr Sebastian Klein returned to the room at 6.37 pm

**Question 5 – Mr John McLaren**

While the mature Elm trees around Trentham are undoubtedly one of the town's most pleasant assets, errant Elm tree roots in Cosmo Road have been invading residents' properties to the extent of producing shoots through veranda floors and even house walls. What steps can Council take to address this problem so that exasperated home owners do not feel that poisoning the suckers [and indirectly the parent tree] is their only option?

**Answer 5 – Mayor John Cottrell**

There are a number of treatments available in response to the concerns that you have raised.

I would strongly encourage the residents that are experiencing these concerns to contact Council, preferably through the online request system, so that we can work with residents to understand the extent of the problem and work through a resolution in partnership with property owners and protect the trees as far as we can.

**Question 6 – Mr Rod Kirby**

Mr Kirby's question was not permitted to be asked in accordance with the following section of Local Law 1:

5.11.9 An answer must only be given, or a person permitted to address Council, if the Chairperson has determined that the relevant question or address:  
(b) is not defamatory, indecent, abusive, offensive, irrelevant or objectionable in language or content;

Mr Kirby was informed of this ruling by the Mayor.

**Point of Order – Cr Sebastian Klein**

Improper conduct by Mr Kirby and we should proceed with the meeting.

**Mayor John Cottrell ruled in favour of the point of order raised.**

**Point of Order – Cr Sebastian Klein**

Not asking the question submitted under Local Law 1 and we should not provide an answer.

**Mayor John Cottrell ruled in favour of the point of order raised.**

**Question 7 – Mr Rod Kirby**

Has Hepburn Shire Council not considered that to promote population growth (as they do) and "urbanization" is to destroy the rural amenity of the Shire, thus ruining the area, creating too much congestion, and leaving a very bad legacy for future generations of local people?

**Answer 7 – Mayor John Cottrell**

We note your views on population and urbanisation. Such feedback is relevant to the Planning Scheme Review which Council is undertaking this year. We invite you to share your views through the consultation that will be occurring over the coming months.

**Question 8 – Ms Loretta Little**

Why have the council changed the ruling on qualifying for a Council grant, so that ongoing and established community projects no longer can gain funding?

**Point of Order - Cr Don Henderson**

Ms Little is addressing council beyond her submitted question

**Mayor John Cottrell ruled against the point of order raised and allowed Ms Little 3 minutes to give context to her question.**

**Point of Order – Cr Sebastian Klein**

Ms Little's allotted time has expired.

**Mayor John Cottrell ruled in favour of the point of order raised and stopped Ms Little from presenting further.**

**Answer 8 – Mayor John Cottrell**

Council revised the guidelines for funding grants in 2017 to change the focus from supporting regular annual events to enabling new ideas and events to be supported. This lets more ideas become a reality. The Community Grants program is not intended to provide ongoing income for ongoing projects or events.

Council does provide ongoing funding to a range of events and reconsiders which events are supported through MOUs and through our annual budget each year.

Council is considering funding for the health and wellbeing projects in the forthcoming budget, to which your specific event may fit. An officer will be in touch with you to discuss your specific event.

**Question 9 – Mr Bryan Johns**

Why are council employees not treated the same?

**Answer 10 – Mayor John Cottrell**

Without more specifics, we can say that all employees have to abide by a consistent set of policies and procedures, including but not limited to the Employee Code of Conduct and Respectful Behaviours Policy.

These policies do in some cases assign different rights and responsibilities on different employees depending on their roles.

#### **Question 10 – Mr Bryan Johns**

Who is responsible for enforcing the Council's complaints handling policies?

#### **Answer 10 – Mayor John Cottrell**

The Complaints Handling Policy is a Council policy with delegated responsibility for its implementation and enforcement assigned to the Chief Executive Officer.

#### **Point of Order – Cr Sebastian Klein**

No allowance for debate and Mr Johns is debating the response

**Mayor John Cottrell ruled in favour of the point of order raised and requested Mr Johns to sit down.**

#### **Question 11 – Mr Gary McIntosh**

The General Manager Infrastructure Bruce Lucas has previously advised me the Tree of Knowledge is hollow and following an arborist's report is earmarked for complete removal. It has recently been pruned and made safe and has substantial new healthy epicormic regrowth. This pruning technique is known as 'pollarding.'

Alternative arboricultural processes such as pollarding are available to retain, maintain and protect such significant large old trees that are in their middle age and these processes are practiced extensively in France and particularly Japan and even in Australian botanic gardens.

Steel bands and cabling are sometimes used and large tree bonsai or pollarding pruning techniques are often employed to maintain a reduced height and spread, leading to continued health and vigour of the tree for decades to come.

**Will Council request the General Manager Infrastructure present alternative maintenance and pruning options for the Tree of Knowledge such as 'pollarding' in his report to Council as are practiced in France, Japan and Australia**

**Answer 11 – Mayor John Cottrell**

Council will consider the various options available for the Tree of Knowledge in response to the petition presented to tonight's Council meeting.

**Question 12 – Mr Gary McIntosh**

In Council question time of 17<sup>th</sup> October 2017 regarding Bullarto's erroneous Interpretive Display, Council resolved as follows:

"Since being made aware of the inaccuracies, Council officers have been liaising with members of the Bullarto community and reviewing previous input to correct the information."

I have not been contacted by Council regarding the inaccuracies or correction of the information and as Convenor and previous Chairperson of the Bullarto Community Planning Group that collated all the information in partnership with Council I find this offensive.

**Again, when will Council correct the erroneous Bullarto Interpretive Display reviewing ALL previous input and liaising with ALL key members of the community involved to correct the misinformation?**

**Answer 12 – Mayor John Cottrell**

A new Interpretive Display has been printed and installed at the Bullarto Shelter since 2017.

To achieve this, Council officers reviewed the feedback and engaged with a number of Bullarto community members and updated the details in the Interpretive Display. In addition, we have reviewed publications on local history. Using these inputs, we have checked the accuracy of the text included on the Interpretive Display. We do note that the map is not to scale and provides an indicative overview of the local area.

No further consultation or updates are proposed.

**Supplementary Question – Mr Gary McIntosh**

A new interpretative display has been erected in Bullarto, with more errors than before. A result of Council's failed community consultation. Something Council continues to do, dividing communities. Please note eight errors that stand out in this second effort at this interpretive display.

Only four points of interest are marked on the interpretive map. ALL are in the wrong locations.

1. The PICNIC RESERVE is marked on the Vorbec's private property
2. The OLD SAWMILL is marked on the Barnfield's private property
3. The BULLARTO HALL is marked on the Bullarto Railway Station
4. The BULLARTO RAILWAY STATION is marked on the Fielder's private property
5. BULLARTO RAILWAY STATION has an elevation of 750M, the highest railway station in Victoria. Yet the display states 735M, 15M less.
6. It erroneously states that Bullarto is the headwaters of the Coliban River which it is not and fails to mention Bullarto is the headwaters of the famous Lerderderg River which it is.
7. It fails to mention that Flume Creek and the well-known Leitches Creek both rise in Bullarto Township.
8. Of all the 25 points of interest presented unanimously by the Bullarto Community Planning Group to Council in 2014, none are included. Not even Bullarto's two mineral springs!

**Again, when will Council correct the erroneous Bullarto Interpretive Display reviewing ALL previous input and liaising with ALL key members of the community involved to correct the misinformation?**

#### **Supplementary Answer – Mayor John Cottrell**

The question was taken on notice.

#### **Question 13 – Mr Bill McClenaghan**

With reference to Council's community consultation in Glenlyon regarding the design and location of the new toilet block near the old Shire Hall, it is disturbing to see that although 74% of respondents were not happy with the location of the new toilets, Council is going ahead with its original plans anyway and building them on an angle behind the hall that blocks vehicle access around the hall and the old CFA shed is both "unsafe and not necessary". One really wonders whether 74% respondent disapproval of the proposed toilet location ought to be sufficient to have the location altered but apparently not.

**What are Council's criteria for making its decision not to alter the location of the Glenlyon Shire Hall toilet block in terms of what percentage of respondents it would take to effect a change and what reasons Council is using to overlook the**

community's wishes through the consultation, that is if any change were ever an option?

**Answer 13 – Mayor John Cottrell**

Council does not have a fixed percentage of respondents that governs the response to community feedback.

After considering the feedback from the 26 respondents (76%) indicating they were not happy with the current proposal, Council believes that the current proposal provides the optimum outcome.

There are a number of reasons for this, including:

- Allowing vehicle traffic to drive between the hall and the former CFA shed is unsafe and not necessary.
- The new location of the toilet facility behind the hall is consistent with the Streetscape Plans that were part of a much broader consultation process.

We are endeavouring to keep the new toilet building within the existing property boundary. We did not want the facility to be built across two land parcels.

**Supplementary Question – Mr Bill McClenaghan**

Over the last 26 years when the CFA shed was built, vehicles have consistently driven around the hall, between the hall and the shed. There have been no accidents and no incidents recorded in that time.

**What makes Council think that vehicle traffic between the hall and shed is unsafe and not necessary?**

**Supplementary Answer – Mayor John Cottrell**

I would suggest the changes that have been made during the refurbishment of the Shire hall, including a series of eight or so car parks located to the south of the hall has changed that relationship gap between the hall and the CFA building which don't make that a safe pathway.

We will provide you further information in a written response. Therefore, formal response to this question was taken on notice.

**Question 14 – Mr Bill McClenaghan**

The former Glenlyon Shire Hall became surplus to municipal requirements in 1986 when the Shires of Daylesford and Glenlyon amalgamated and this crown land parcel reverted to Government control before being handed over to the community to manage. Today, an annually elected community group called the Glenlyon Progress Association Inc is the lawful land manager of the old Glenlyon Shire Hall under delegation from DELWP as landowner and the final decision on what happens on this land is jointly theirs.

**What power does Council have to over-rule the wishes of the community through its elected Committee of Management that has the legal right and responsibility to manage the Glenlyon Shire Hall and adjacent land as it sees fit?**

**Answer 14 – Mayor John Cottrell**

The relationship between the GPA and that parcel of land and the agreement with DELWP was brought to Council's attention only a few weeks ago.

Council has no direct power to make decisions in relation to the property containing the Glenlyon Shire Hall and adjacent vacant land.

As is the case with all crown land managed by community committees of management, Council works with DELWP and the appointed committees to achieve the best outcomes for the community.

**Supplementary Question – Mr Bill McClenaghan**

The consultation said that building it behind the hall, not on the angle, would put the toilet block over the property line and that's not an option. Well, building it on the other side of the property line puts it in the road reserve behind the hall. The road reserve is land under Council management. Where Council is the committee of management, on the road reserve. It's not the first Council toilet block to be built on a road reserve.

**Why can't Council build the toilet block on the road reserve where it's the committee of management and leave the hall land alone?**

**Supplementary Question – Mayor John Cottrell**

This question was taken on notice.

**Question 15 - Ms Cristy Mace**

My question relates to our property at 91 Thomas Mole Lane, which we raised at the last council meeting. As CEO, Mr Van Egmond, you confirmed in writing to us on 12 April 2018 that Council does not in fact have an adopted '*Municipal Building Control Intervention Filter Criteria Policy*' despite correspondence that stated that you clearly did. Under this policy, the Municipal Building Surveyor should have conducted a risk assessment on our property. This was after the Victorian Building Authority directly instructed Council to investigate this safety matter, dating back to 12 July 2016. This has now been confirmed as not being undertaken.

You appointed a Municipal Building Surveyor (MBS) with 16 proven charges against his name as a matter of public record, with no apparent history or mandatory selection process that we can find. He has refused to undertake his responsibilities for no legitimate reason. The MBS is a critically important role which only exists to fulfil statutory obligations under the Building Act and Building Regulations to ensure that the public is protected in matters of building safety. Yet the Council has turned a blind eye.

Tonight can you please explain - to us the residents of Hepburn Shire who placed our trust in you, to the Councillors who have supported you, the press who have respected you and to the incumbent CEO who you are consciously leaving to fix this debacle with associated liability.

**For the last two years, Council have received numerous requests for answers and action from us, the Victorian Building Authority and more recently a determination from the Building Appeals Board along with seven expert reports that state there has been a problem at our property. Why have you as the CEO continually ignored Council's statutory responsibilities in relation to this serious building matter and safety issues at 91 Thomas Mole Lane, Glenlyon?**

**Answer 15 – Mayor John Cottrell**

As was communicated to you earlier today, Council acknowledges your question. This matter has been referred to Council's lawyer and no further comment will be provided at this point in time.

**Supplementary Question – Ms Cristy Mace**

Under what piece of legislation, regulations or Act of Parliament does it permit a Council the right to refuse to answer a rate payers question?

**Supplementary Answer – Mayor John Cottrell**

This question was taken on notice.

**Question 16 – Ms Cristy Mace**

Explain to us all why as the CEO you have refused to undertake immediate action utilising the powers given to Council under Section 212 of the Building Act 1993 to suitably reduce risk and then stem unnecessary Council liability and how you are satisfied leaving this debacle as your legacy to these Councillors and incumbent CEO to inherit due to your blatant mismanagement?

**Answer 16 – Mayor John Cottrell**

As was communicated to you earlier today, Council acknowledges your question. This matter has been referred to Council lawyers and no further comment will be provided at this point in time.

**Supplementary Question – Ms Cristy Mace**

Under what piece of legislation, regulation or Act of Parliament does it permit a Council the right to refuse to answer a rate payers question?

**Supplementary Answer – Mayor John Cottrell**

This question was taken on notice.

Two questions submitted by Mr Rodney Baker were disallowed under Local Law No 1 section 5.11.9 (d) on the basis of them seeking to embarrass a member of Council staff. Mr Baker was notified of this decision prior to the commencement of the meeting.

**Point of Order – Cr Sebastian Klein**

Continued interruption by a member of the public. This has resulted in police intervention in the past and should be considered if this persists under Local Law 1.

**Mayor John Cottrell ruled in favour of the point of order raised and reminded the gallery to desist from interrupting.**

#### 9.5. REQUESTS TO ADDRESS COUNCIL

If you wish to address Council, you must provide a brief synopsis of your address in writing to the Chief Executive Officer by 12 noon on the day of the Council Meeting.

One request to address was received but Council was advised prior to the meeting that the addresser did not wish to proceed.

## 10. STATUTORY PLANNING REPORTS

### 10.1. DEVELOPMENT OF FOUR TWO STOREY DWELLINGS AND ALTERATION OF VEHICLE ACCESS TO A RDZ1, 133 VINCENT STREET, DAYLESFORD

#### GENERAL MANAGER INFRASTRUCTURE

*In providing this advice to Council as the Planning Officer, I Alan Todd have no interests to disclose in this report.*

#### PURPOSE

The purpose of this report is for Council to determine their position on the application for the development of four dwellings at 133 Vincent Street, Daylesford. The applicant lodged an appeal with VCAT on 27/4/2018 due to failure to determine within the prescribed time. In this circumstance, VCAT becomes the responsible authority. Council's role in the matter is now a recommending role only.

#### BACKGROUND

The land is a sloping rectangular lot of 928m<sup>2</sup>, developed with a single dwelling. There is no current crossover to Vincent Street, with access to the rear of the lot by way of a right of way.

The proposal is to demolish the existing dwelling, and develop the land with four two storey modern dwellings, with a new crossover to Vincent Street for vehicle access, and the rear access to remain for pedestrian use only.

The proposed dwellings are four essentially identical two storey two bedroom townhouses, with asymmetrical pitched roof forms. The overall form is plain, without eaves or significant articulation. External cladding is a mix of grey corrugated steel and timber look sheet cladding.

The land is zoned General Residential, and is subject to an Environmental Significance Overlay – Schedules 1 & 2, a Neighbourhood Character Overlay – Schedule 1 Precinct 13, and a Design and Development Overlay – Schedule 4

The application was advertised, by letter to adjoining owners and occupiers, by placing a sign on the land and by notice in the Advocate newspaper. Two objections were received.

Referral was made under Section 55 of the Act to VicRoads, who responded with no objection or conditions. Internal referral was made to Council Engineering, who

requested conditions regarding crossover to Vincent Street, drainage of the land, and upgrade to the Duke Street access at the rear.

Officers raised concerns regarding design elements that were not considered in keeping with the neighbourhood character of the area. Officers met with the applicant to discuss possible modifications to the design and layout to address the concerns raised.

The applicant submitted draft plans seeking council's approval to issue a Notice of Decision to Grant a Permit, with a condition requiring the substitution of the revised plans. The applicant was advised that this was not possible without an amendment being requested under Section 57A of the Planning and Environment Act 1987. The applicant declined to amend the application to include the new plans. An amended application would require provision of a minimum of 35% garden area. This requirement was introduced to the Planning Scheme after the original application was submitted.

The applicant requested that Council proceed to assess the application with the original submitted plans. Officers advised the applicant that the matter would be referred to the Council meeting in May.

## ISSUE/DISCUSSION

### State and Local Policy

State and Local Planning Policy encourages new development within township areas where infrastructure and services are available. The Municipal Strategic Statement (MSS) seeks to consolidate development in existing urban areas while ensuring new development contributes to the neighbourhood character.

### Zoning and Overlay Provisions of the Hepburn Planning Scheme

#### General Residential Zone

A permit is triggered under the zone for the development of more than one dwelling on a lot. Design must meet the relevant objectives of clause 55.

A clause 55 assessment was submitted with the application. The application is not considered to meet all the relevant objectives, specifically the neighbourhood character objective, and the secluded private open space objective.

#### Environmental Significance overlay Schedule 1 & 2

A permit is not triggered under schedule 1 for development of dwellings connected to reticulated sewer.

Schedule 2 (mineral springs protection) triggers a permit. All works must be carried out in a manner that protects the mineral springs, their aquifers and their environs from the impacts of effluent and drainage.

### **Neighbourhood Character Overlay (NCO) Schedule 1**

The application site sits within precinct 13. The precinct is characterised by weatherboard with iron roofs as the predominant building materials, reflecting the traditional materials of the town. While front setbacks vary, side setbacks are always present and sometimes quite large, providing space around dwellings which usually accommodates low level but established gardens. Vegetation is dominated by exotics, with the backdrop of natives provided by the state forest and pines that are a feature of the lakeside reserves. Views across the lake provide a balance between dwellings and vegetation. Buildings are usually set into the topography and this should be encouraged to avoid buildings dominating the vistas across the lake. Open style front fences compliment the openness of the streetscapes.

Preferred neighbourhood character statement:

The spacious garden settings of the dwellings and the balance of vegetation and dwellings when viewed from a distance will be maintained and strengthened by:

- Encouraging the retention and planting of large trees;
- Ensuring buildings are setback from both side boundaries;
- Ensuring a balance between buildings and garden areas;
- Ensuring buildings are sited to minimise intrusion on views to the lake from public areas including streets;
- Ensuring buildings are sited within the landscape to minimise excavation;
- Ensuring development is sited to minimise visual impact from the lake environs;
- Encouraging the use of timber or other non-masonry materials and non reflective corrugated iron roofing materials, where possible;
- Ensuring delineation between public and private space in the lake environs;

Many of these important features have not been incorporated into the proposal. Few of the large trees are retained, and space for planting is limited.

The balance between buildings and garden areas is not in keeping with the character of the area. The proposed layout of four two storey buildings with minimum distance between each structure does not reference the existing built form in the NCO area,

nor does it support the preferred character. It may be hard to achieve these preferred NCO features with four dwellings on the land as shown in the proposed development.

Materials and finishes are not generally sympathetic to the existing and preferred precinct character.

Design details (asymmetrical roof form, lack of eaves, absence of verandahs or similar) put the appearance of the proposed buildings out of sympathy with the existing character of buildings in the area. The design is over simplified or "industrial" in its presentation.

#### **Design and Development Overlay (DDO) Schedule 4 – Lake Daylesford and Surrounds**

The design objectives of this overlay are:

- To preserve and enhance the significant visual qualities of Lake Daylesford and its environs.
- To maintain and enhance the character and amenity of residential areas in Daylesford that are within a Daylesford Neighbourhood Character Precinct.
- To retain and protect the existing vegetation that is characteristic of the locality, and to encourage new vegetation that is consistent with this character.
- To prevent development that intrudes on the sight lines, or is inconsistent with the open natural form of the site.

The DDO essentially reinforces the NCO, with the addition of further objectives specific to the Lake environs.

The proposed development is considered inconsistent with the open natural form of the area. This is due to the close spaced nature of the proposed buildings with minimal private open space, allowance for vegetation to be planted which is not in keeping with the character of the area.

#### **KEY ISSUES**

Two objections were received, which are summarised below. Each point is addressed in italics.

- The proposed development is not in keeping with the character of the neighbourhood

*Planning supports this concern*

- Proposal will create unacceptable noise due to vehicle movements

*Four vehicle parking spaces on the land are not considered grounds for concern regarding noise from vehicle movements.*

- Concern over light pollution from four double storey dwellings

*If a permit is issued, it would include standard conditions requiring baffling of external lights to prevent light spill.*

- Concern expressed about overlooking of property to the north, and overshadowing of property to the south, particularly in winter where existing solar panels may be shadowed.

*Rescode assessment demonstrated no overlooking of habitable room windows or secluded private open space to the north. Windows within 9m of adjoining habitable room windows and secluded private open space are screened on the ground floor by boundary fencing and obscured glazing is used on the upper floor.*

*Shadow diagrams as required for the equinox (9am, midday and 3pm) do not indicate overshadowing. It is possible that some passing shading of adjoining solar panels may occur in midwinter, though this would be fairly minimal.*

- Landscaping does not allow for retention of existing trees

*Planning supports the retention of existing large trees where practical*

- The proposal is an overdevelopment of the site

*Planning supports this concern*

- Excessive overshadowing of secluded private space on adjoining lot to the east.

*Shadow diagrams demonstrate that any overshadowing is within the accepted standard of Rescode*

- Loss of view to the west from adjoining property to the east.

*It is agreed that the development will intrude into sightlines to the lake environs from the neighbouring property to the east.*

- Concern over the use of the carriageway accessing the rear of the land

*This carriageway access is "as of right" all vehicular access is to be from Vincent Street, with gates to the rear carriageway to allow pedestrian access only.*

## **COUNCIL PLAN / LEGISLATIVE COMPLIANCE**

The application meets Council's obligations as Responsible authority under the Planning and Environment Act 1987.

#### FINANCIAL IMPLICATIONS

Potential of costs associated with an appeal to VCAT.

#### RISK IMPLICATIONS

N/A

#### ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

N/A

#### COMMUNITY AND STAKEHOLDER ENGAGEMENT

The application was advertised in accordance with the requirements of Section 52 of the *Planning and Environment Act 1987*

#### CONCLUSION

The proposed development of four dwellings is not considered to meet key objectives of the Neighbourhood Character Overlay and Design and Development Overlay which apply to the site.

Provision of secluded private open space for proposed dwelling at the front of the lot is considered inappropriate in location and layout.

#### OFFICER'S RECOMMENDATION

That Council, should it have retained the power to determine the application in respect of the land known and described as 133 Vincent Street Daylesford for the development of four dwellings and alteration to access from a Road Zone 1, would have refused the application for the following reasons:

10.1.1 The proposal fails to adequately support the objectives of the Neighbourhood Character Overlay.

10.1.2 The proposal fails to adequately support the objectives of the Design and Development Overlay

10.1.3 The proposal fails to meet the secluded private open space objectives of clause 55

10.1.4 The proposal represents an overdevelopment of the site, and does not accord with the orderly planning of the area.

Mr Scott Little spoke in objection to the planning application.

## MOTION

*That Council, should it have retained the power to determine the application in respect of the land known and described as 133 Vincent Street Daylesford for the development of four dwellings and alteration to access from a Road Zone 1, would have refused the application for the following reasons:*

- 10.1.1. The proposal fails to adequately support the objectives of the Neighbourhood Character Overlay.*
- 10.1.2. The proposal fails to adequately support the objectives of the Design and Development Overlay*
- 10.1.3. The proposal fails to meet the secluded private open space objectives of clause 55*
- 10.1.4. The proposal represents an overdevelopment of the site, and does not accord with the orderly planning of the area.*

**Moved:** Cr Sebastian Klein

**Seconded:** Cr Kate Redwood AM

**Carried**

Cr Fiona Robson called for a division

**In favour:** Cr Don Henderson, Cr Kate Redwood AM, Cr Greg May, Cr Neil Newitt, Cr Fiona Robson, Cr Sebastian Klein, Mayor John Cottrell

**Against:** Nil

**Unanimously carried**

ATTACHMENT 1 - PLANNING APPLICATION 1645 PLANS

# PROPOSED DEVELOPMENT 133 VINCENT STREET, DAYLESFORD

## PLANNING PERMIT SUBMISSION NOVEMBER 2016

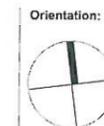
### DRAWING REGISTER

TP00	COVER SHEET	
TP01	STREETSCAPE ANALYSIS	
TP02	SITE ANALYSIS	1:200
TP03	DESIGN RESPONSE	1:100
TP04	DESIGN RESPONSE	1:100
TP05	GROUND FLOOR PLAN	1:100
TP06	FIRST FLOOR PLAN	1:100
TP07	ROOF PLAN	1:100
TP08	UNIT 1 ELEVATIONS	1:100
TP09	UNIT 2,3,4 ELEVATIONS	1:100
TP10	SECTIONS	1:100
TP11	SECTIONS	1:100
TP12	SHADOW DIAGRAMS	1:500



Rev:	Date:	Reason for Issue:
TP1	16.11.16	FOR APPROVAL
TP2	02.12.16	FOR ENDORSEMENT

SPECIFICATION NOTE:  
THE WRITTEN SPECIFICATION IS TO TAKE PRECEDENCE OVER THE WORKING DRAWINGS.  
REFER TO WRITTEN SPECIFICATION FOR ALL FINISHES.  
DIMENSIONS AND AREAS SHOWN ARE APPROXIMATE.  
THESE PLANS ARE SUBJECT TO STATUTORY APPROVALS.



Stage:  
**Town Planning**  
For:  
**Endorsement**

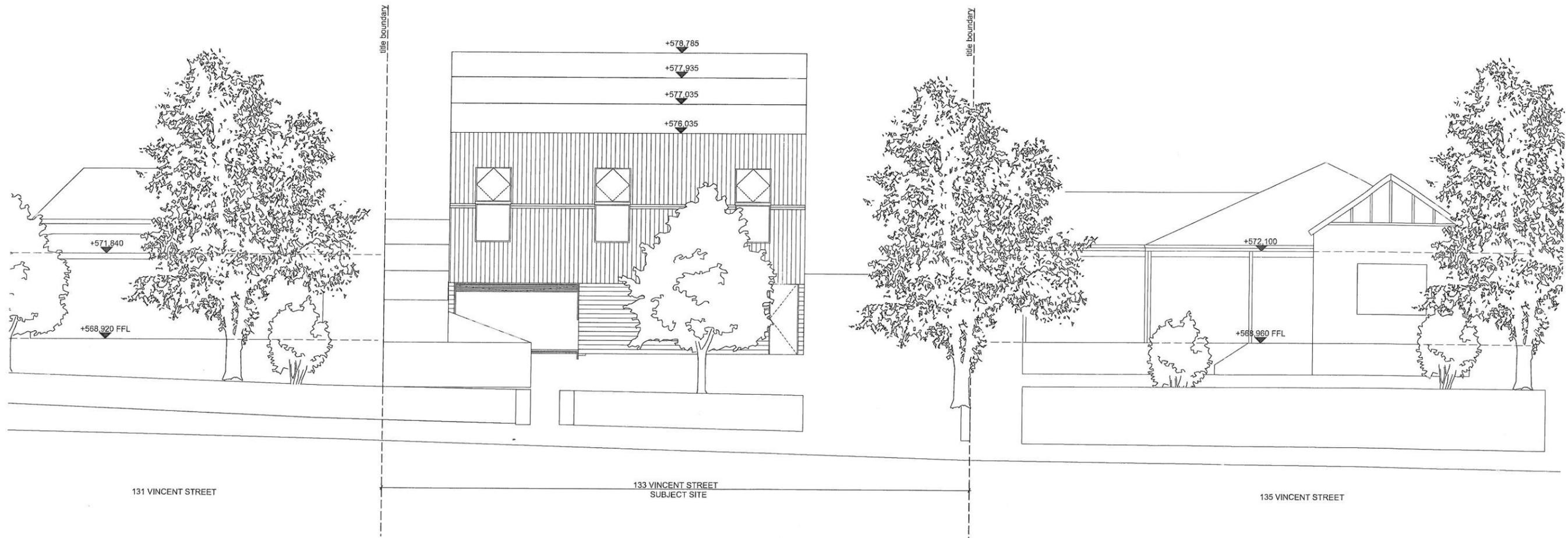
Project:  
**Vincent Street**  
At:  
133 Vincent Street  
Daylesford VIC 3460

Project No.:  
MS1603

Drawing Description:  
**Cover Sheet**  
Drawing No.:  
**TP00**

Issue:  
**TP2**

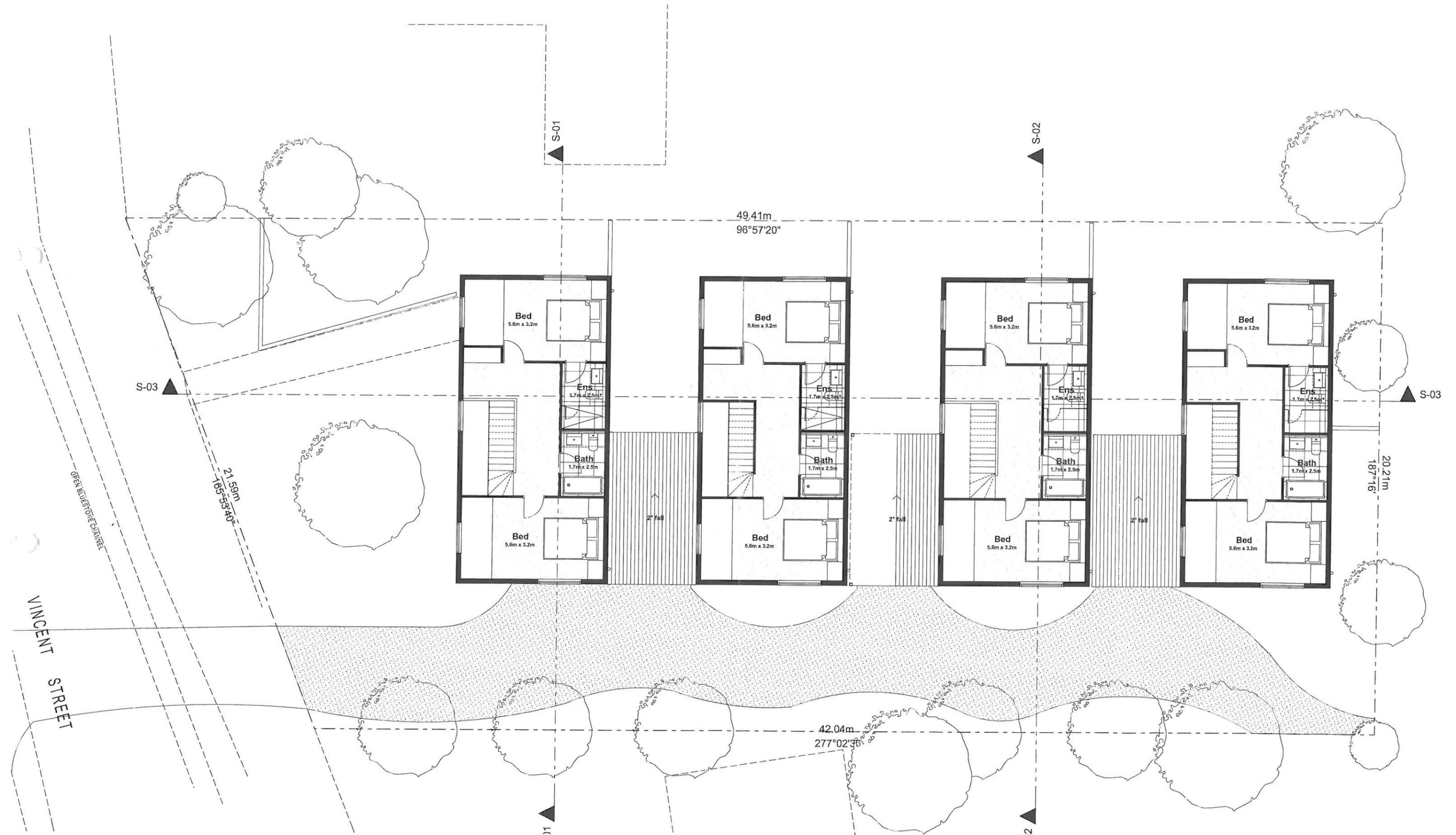
Date: 2/12/2016  
Drawn: MH  
Checked: MS  
Scale:



Rev:	Date:	Reason for Issue:
TP1	16.11.16	FOR ENDORSEMENT
TP2	02.12.16	FOR ENDORSEMENT

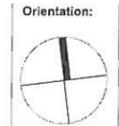
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Orientation:	Stage: <b>Town Planning</b>	Project: <b>Vincent Street</b>	Drawing Description: <b>Proposed Streetscape</b>
	For: <b>Endorsement</b>	At: 133 Vincent Street Daylesford VIC 3460	Drawing No.: <b>TP04</b>
		Project No.: MS1603	Issue: <b>TP2</b>
		Date: 2/12/2016	Scale: 1:100
		Drawn: MH	Checked: MS



Rev:	Date:	Reason for Issue:
TP1	16.11.16	FOR APPROVAL
TP2	02.12.16	FOR ENDORSEMENT

SPECIFICATION NOTE:  
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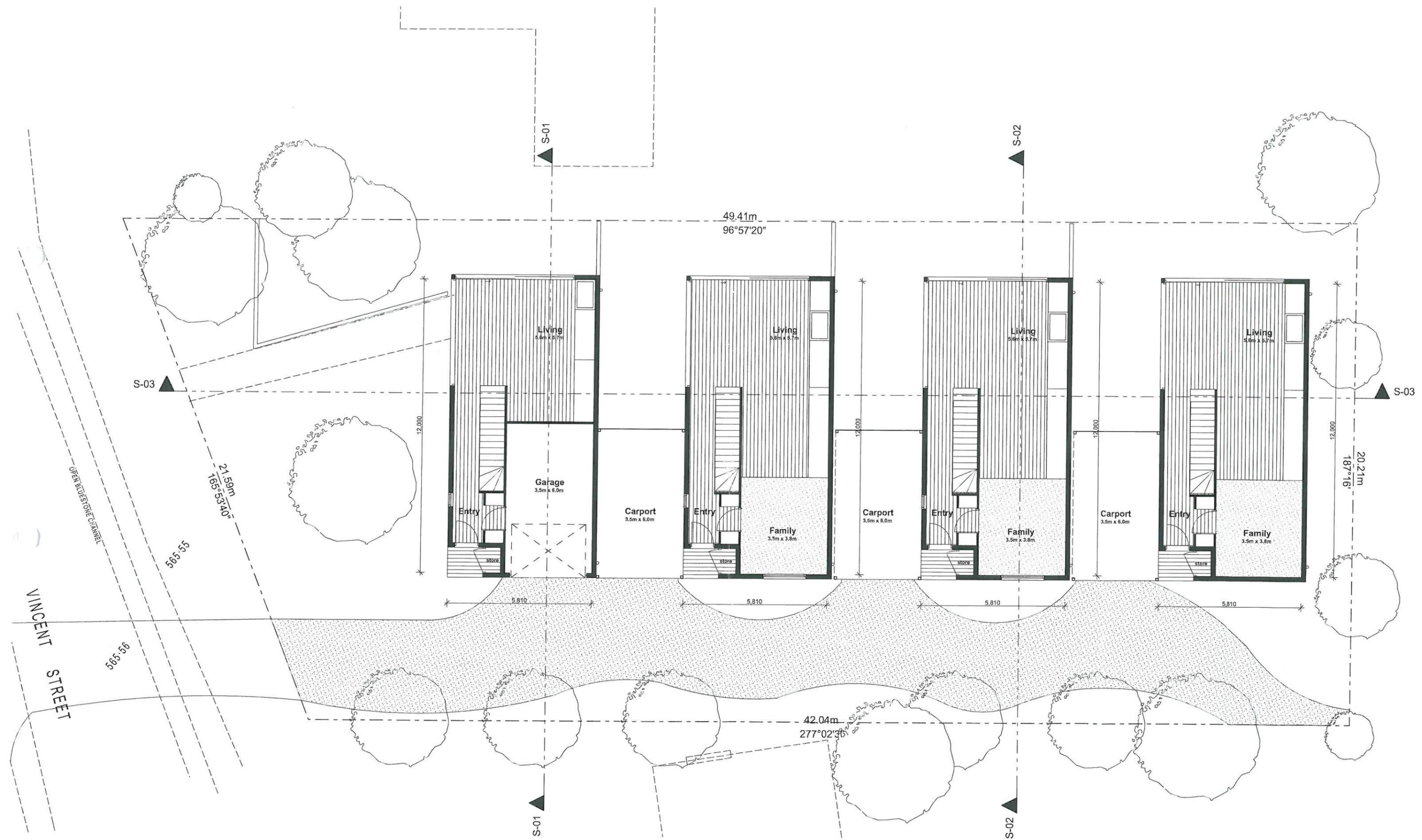


Orientation: **Town Planning**  
Stage: **Endorsement**

Project: **Vincent Street**  
At: 133 Vincent Street  
Daylesford VIC 3460

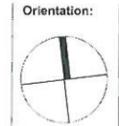
Drawing Description: **First Floor Plan**  
Project No.: MS1603  
Drawing No.: **TP06**  
Issue: **TP2**

Date: 2/12/2016  
Drawn: MH  
Checked: MS  
Scale: 1:100



Rev:	Date:	Reason for Issue:
TP1	16.11.18	FOR APPROVAL
TP2	02.12.16	FOR ENDORSEMENT

SPECIFICATION NOTE:  
 THE WRITTEN SPECIFICATION IS TO TAKE PRECEDENCE OVER THE WORKING DRAWINGS.  
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 DIMENSIONS AND AREAS SHOWN ARE APPROXIMATE.  
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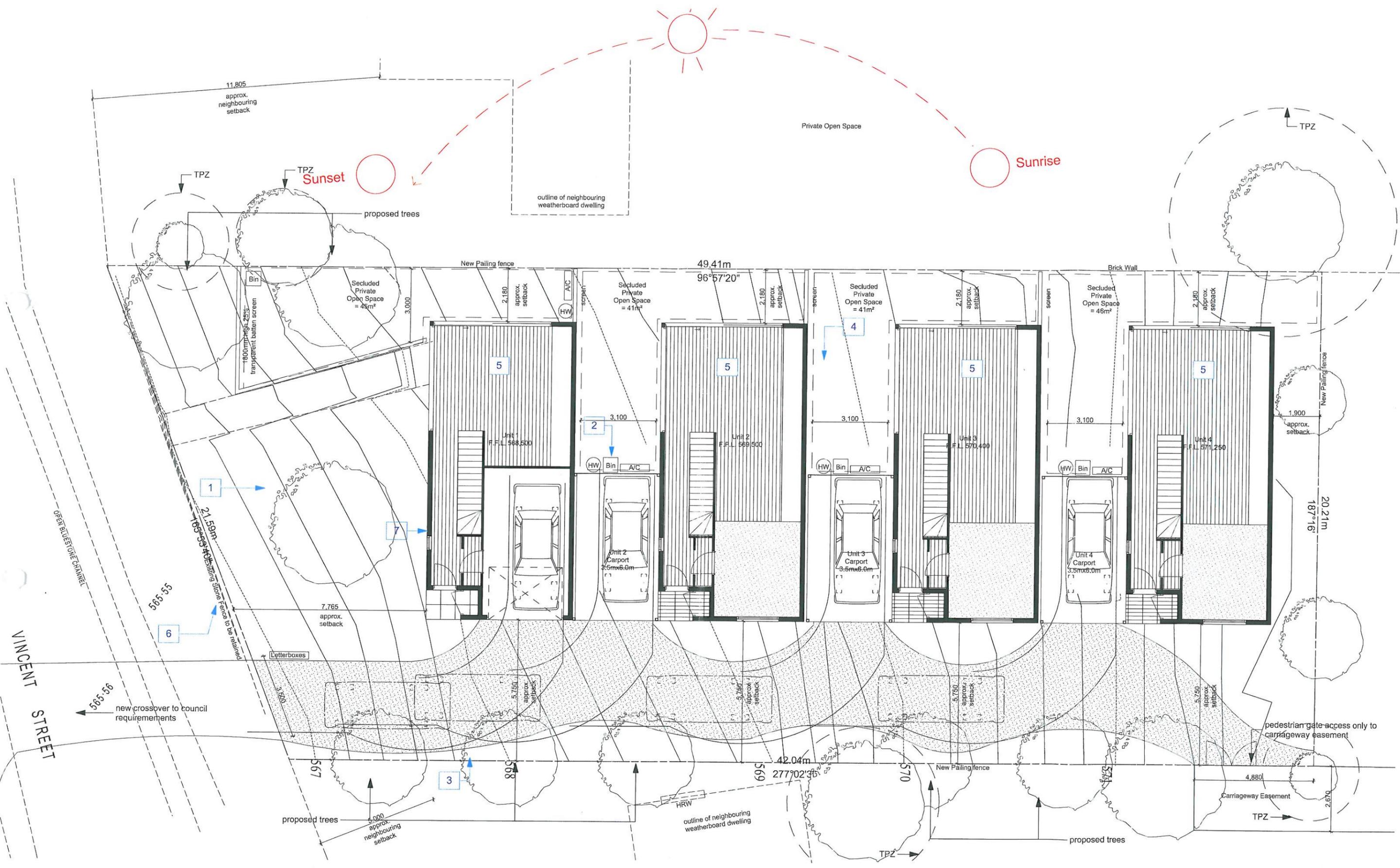


Stage:  
**Town Planning**  
 For:  
**Endorsement**

Project:  
**Vincent Street**  
 At:  
 133 Vincent Street  
 Daylesford VIC 3460

Drawing Description:  
**Ground Floor Plan**  
 Project No.: MS1603  
 Drawing No.: **TP05**  
 Issue: **TP2**

Date: 2/12/2016  
 Drawn: MH  
 Checked: MS  
 Scale: 1:100



Rev:	Date:	Reason for Issue:
TP1	16.11.16	FOR APPROVAL
TP2	02.12.16	FOR ENDORSEMENT

**SPECIFICATION NOTE:**  
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 THESE PLANS ARE SUBJECT TO STATUTORY APPROVALS

- Communal Garden space to be provided at the front of the property.
- Car parking to be provided within the site.
- New vegetation consistent with the character of the area is proposed.
- Outdoor spaces to be positioned to take advantage of orientation.
- Floor levels of the units to be consistent with the sloping form of the site.
- Low level existing front fence to be retained
- Weatherboard cladding and corrugated metal cladding conform to the palette of the area.

Site Area	928m <sup>2</sup>
Site Coverage	357m <sup>2</sup> (38%)(max 40%)
Permeability	571m <sup>2</sup> (61%)
<b>Proposed Floor Area (per unit)</b>	
Ground Floor	71m <sup>2</sup>
Car Port	21m <sup>2</sup>
Outdoor	2m <sup>2</sup>
First Floor	73m <sup>2</sup>
<b>Total</b>	<b>167m<sup>2</sup></b>

Orientation:

Stage: **Town Planning**

For: **Endorsement**

Project: **Vincent Street**

At: 133 Vincent Street  
 Daylesford VIC 3460

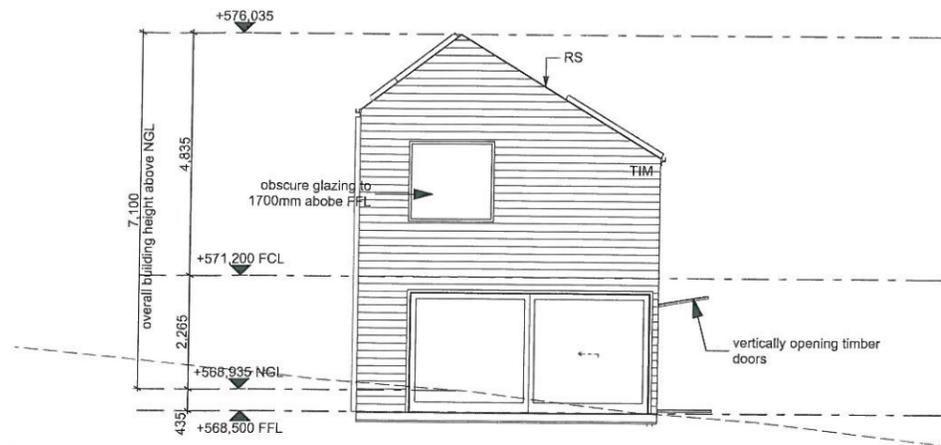
Project No.: MS1603

Drawing Description: **Design Reponse**

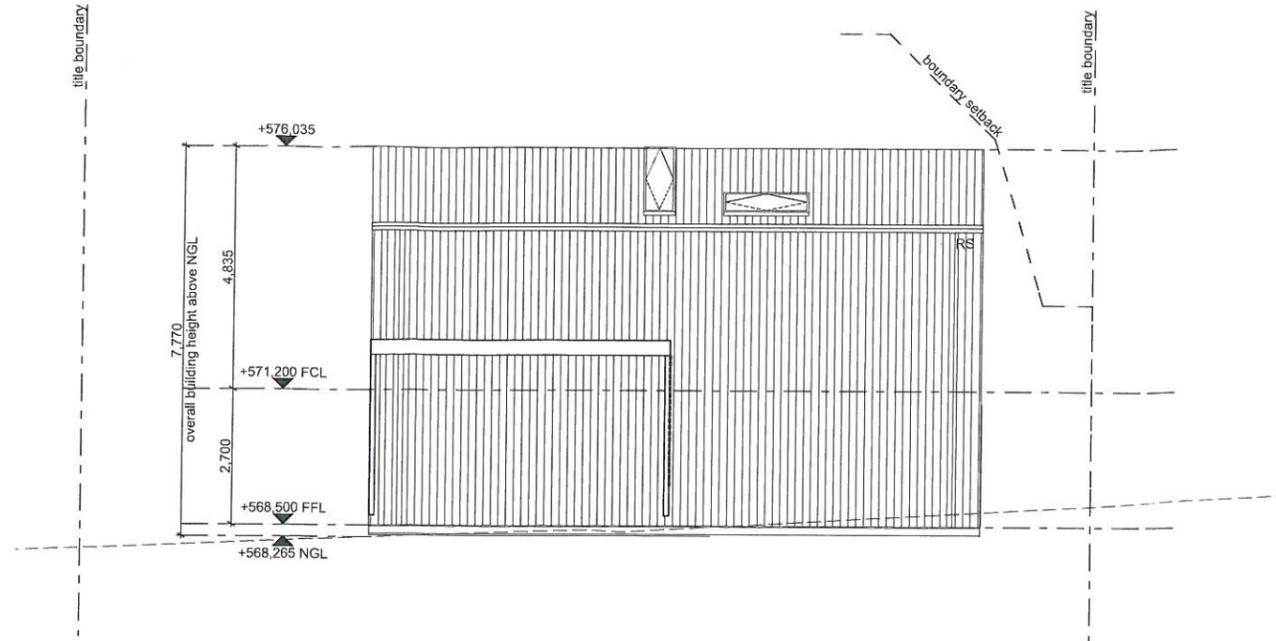
Drawing No.: **TP03**

Issue: **TP2**

Date: 6/12/2016  
 Drawn: MH  
 Checked: MS  
 Scale: 1:100



Proposed North Elevation



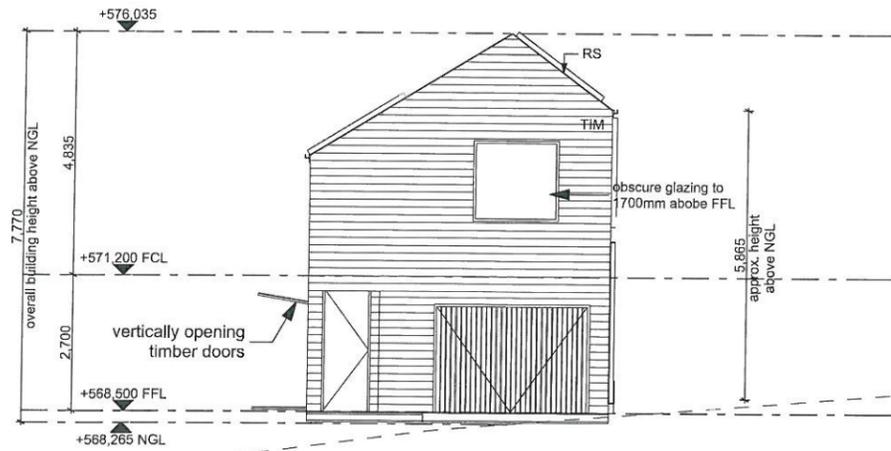
Proposed East Elevation



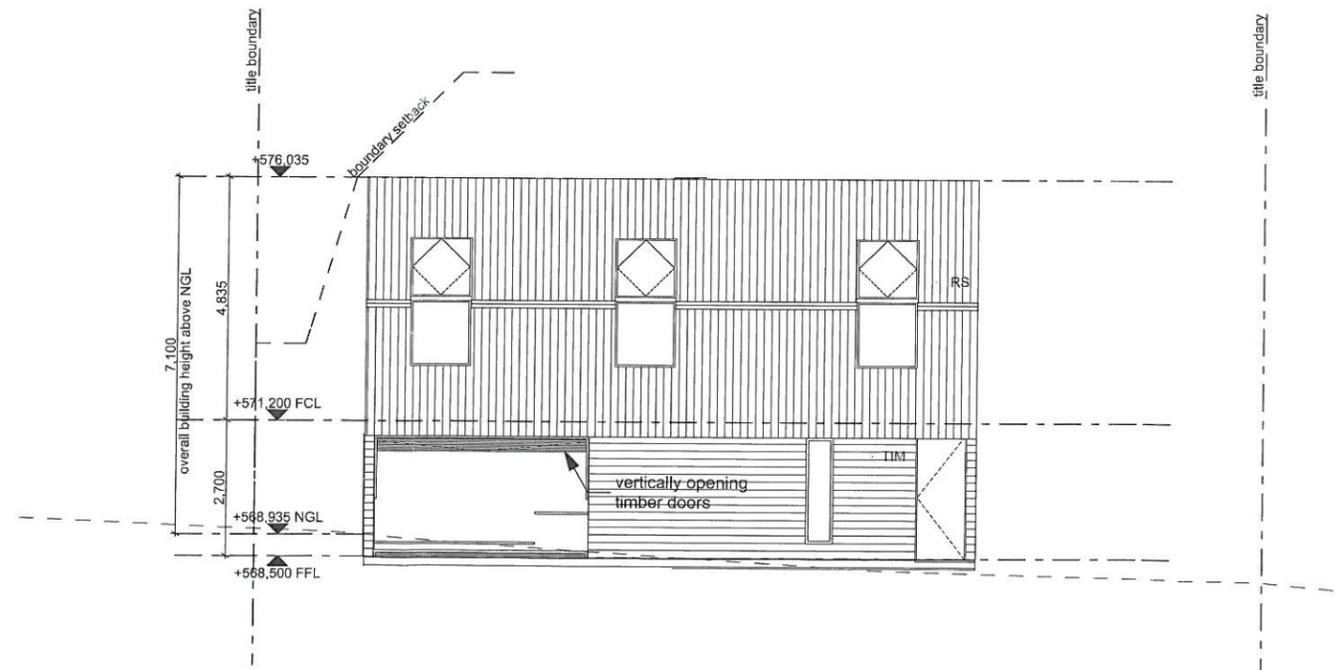
RS Grey Corrugated Cladding



TIM Timber look cladding



Proposed South Elevation



Proposed West Elevation

Rev:	Date:	Reason for Issue:
TP1	16.11.16	FOR ENDORSEMENT
TP2	02.12.16	FOR ENDORSEMENT

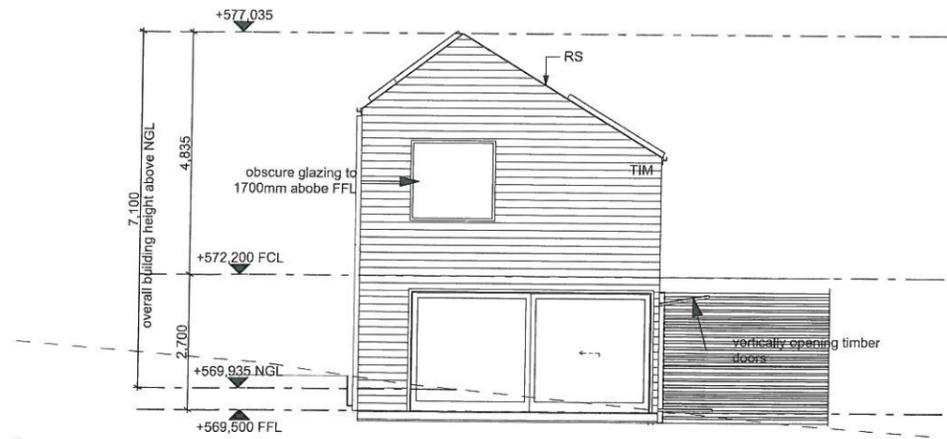
SPECIFICATION NOTE:  
THE WRITTEN SPECIFICATION IS TO TAKE PRECEDENCE OVER THE WORKING DRAWINGS.  
REFER TO WRITTEN SPECIFICATION FOR ALL FINISHES.  
DIMENSIONS AND AREAS SHOWN ARE APPROXIMATE.  
THESE PLANS ARE SUBJECT TO STATUTORY APPROVALS

Orientation:  
Stage:  
**Town Planning**  
For:  
**Endorsement**

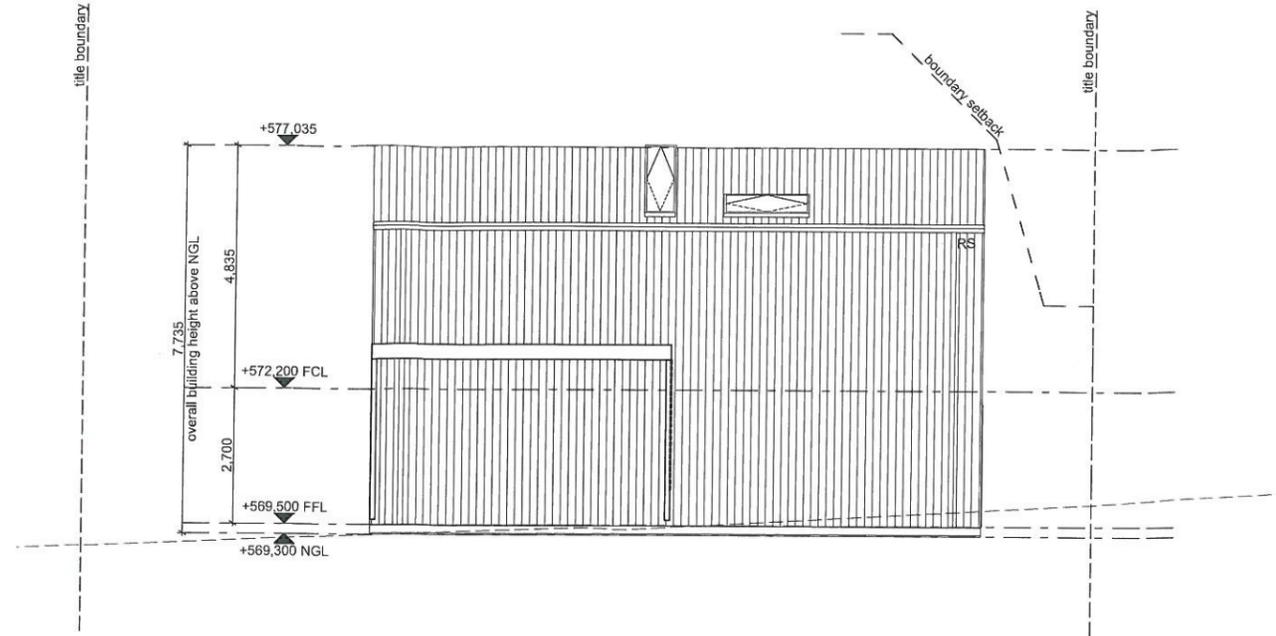
Project:  
**Vincent Street**  
At:  
133 Vincent Street  
Daylesford VIC 3460

Drawing Description:  
**Unit 1 Elevations**  
Project No.:  
MS1603  
Drawing No.:  
**TP08**  
Issue:  
**TP2**

Date: 2/12/2016  
Drawn: MH  
Checked: MS  
Scale: 1:100



North Elevation



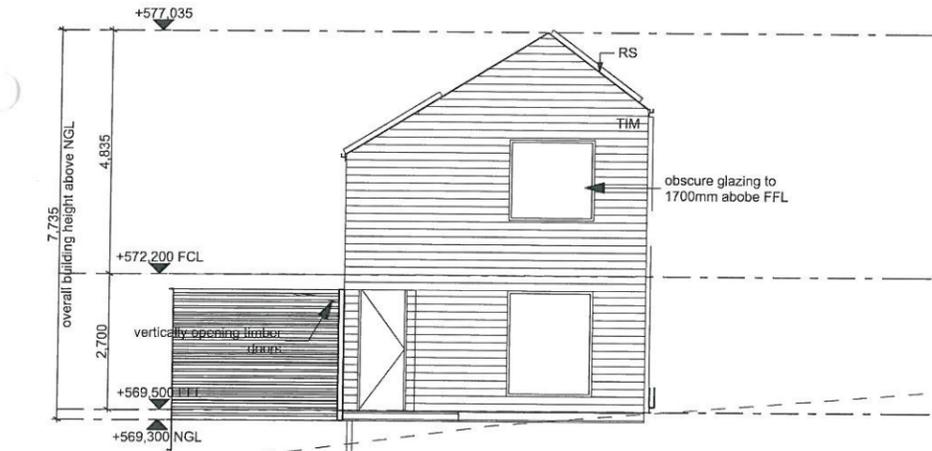
East Elevation



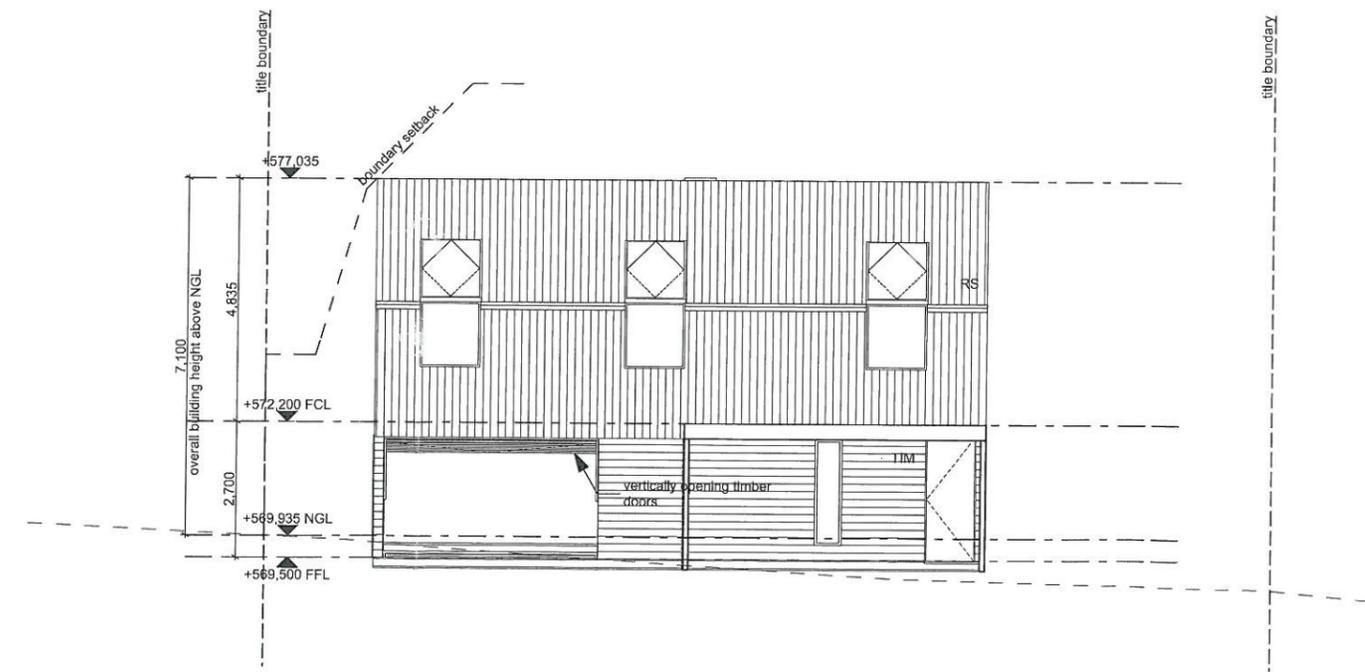
RS Grey Corrugated Cladding



TIM Timber look cladding



South Elevation



West Elevation

Rev:	Date:	Reason for Issue:
TP1	16.11.16	FOR ENDORSEMENT
TP2	02.12.16	FOR ENDORSEMENT

SPECIFICATION NOTE:  
THE WRITTEN SPECIFICATION IS TO TAKE PRECEDENCE OVER THE WORKING DRAWINGS.  
REFER TO WRITTEN SPECIFICATION FOR ALL FINISHES.  
DIMENSIONS AND AREAS SHOWN ARE APPROXIMATE.  
THESE PLANS ARE SUBJECT TO STATUTORY APPROVALS

Orientation:   
Stage: **Town Planning**  
For: **Endorsement**

Project: **Vincent Street**  
At: 133 Vincent Street  
Daylesford VIC 3460

Drawing Description: **Unit 2,3,4 Elevations**  
Project No.: MS1603  
Drawing No.: **TP09**  
Issue: **TP2**

Date: 2/12/2016  
Drawn: MH  
Checked: MS  
Scale: 1:100

## 11. OFFICERS' REPORTS

### 11.1. CHIEF EXECUTIVE OFFICER'S REPORT

#### OFFICERS RECOMMENDATION

11.1.1 That the Council receives the Chief Executive Officer's Report for April 2018.

The Mayor John Cottrell and all other councillors spoke about the CEO's achievements over the past 6 years at Council and offered their thanks to Mr van Egmond.

#### MOTION

*11.1.1. That the Council receives the Chief Executive Officer's Report for April 2018.*

**Moved:** Cr Don Henderson

**Seconded:** Cr Kate Redwood AM

**Carried**

Cr Sebastian Klein declared an indirect conflict on the subject of the next agenda item due to residential amenity because he lives next to one of the proposed sites and left the meeting at 7.49 pm

**11.2. PETITION – TRENTHAM HUB SURVEY AND DESIGN PROCESS  
GENERAL MANAGER COMMUNITY & CORPORATE SERVICES**

*In providing this advice to Council as the General Manager Community & Corporate Services, I Grant Schuster have no interests to disclose in this report.*

**PURPOSE**

The purpose of this report is for Council to consider the petition tabled at the 17 April 2018 ordinary Council meeting in relation to a Trentham Hub survey and the Trentham Hub design process.

**BACKGROUND**

Council tabled a petition with 370 signatures at the 17 April 2018 ordinary Council meeting. The petition stated:

*"I write to join the many other voices of the Trentham community concerned at the lack of consultation that has occurred around the decision by Hepburn Shire Council to design and build a community centre/hub at 14A Victoria St.*

*In addition to the tens of thousands already spent on an initial design for the High St site, Council is about to spend many more thousands of ratepayers' money on a design for Victoria St.*

*The decision by Council was made without input from residents and, rather than settling the matter, has deepened divisions. The drawn-out debate and division within the Trentham community has been aggravated by Council's lack of good process.*

***I believe that the community has been denied a fair and proper process.***

*It seems clear that if Council proceeds, divisions will only grow and a significant part of the community will have been locked out of the decision-making process. In this context the hub is unlikely to achieve the funding from other levels of government required to build it.*

*The whole affair remains a source of bitterness for the many people who supported the original proposal and pledged and raised funds towards its construction.*

*It is time for Council to help heal the community, and the best way to do this is to allow the community to make the decision about where to position a community centre.*

*I, the undersigned, call on the community, Council and MPs to support:*

- 1. an independent ballot or survey to determine the community's preferred site for a new community centre/hub (based on the options in 2 below); and*
- 2. a concurrent design process for both Victoria St AND a compromise solution at High St (that preserves the Mechanics Institute Hall together with a new Community Centre with Library, Hall, Info Centre, Seniors Lounge etc)*

*In the interests of community cohesion, healing and the desire to see such a centre funded and built, I will support the outcome of the ballot."*

At the 17 April 2018 ordinary meeting, Council resolved for the petition to lay on the table for a month, while also noting that some aspects may be dealt with at the same meeting.

At the same meeting, Council subsequently considered a notice of motion and resolved:

- 9.1.1. *That Council, on completion of the first hold point in the contract for the concept design for 14A Victoria Street Trentham by Antarctica Architects, undertake no further planning or construction work on any site until the local community decides a preference for the site for their community hub.*
- 9.1.2. *That the preferred site for the Trentham Community Hub be determined by a non-compulsory postal survey of people on the Coliban voters roll as at a set date to be fixed and publicly advertised.*
- 9.1.3. *That the outcome of the postal survey be 50% plus one of returned votes.*
- 9.1.4. *That the two options to be included in the postal survey be:*
  - *Mechanics Institute High Street Trentham - main hall kept and renovated and a new extension built to it on that site;*
  - *14A Victoria Street proceed as the site for the Trentham Community Hub;*
- 9.1.5. *That the results of the postal survey be finalised by 30 July 2018.*
- 9.1.6. *That Council proceed with the Trentham Community Hub project in line with the community voice expressed through the postal survey, subject to obtaining sufficient external funding.*

### **ISSUE/DISCUSSION**

Given the resolution at item 9.1 of the ordinary meeting on 17 April 2018, the matters of a public survey and the design of the facility as raised in the petition have been responded to.

Specifically, the postal survey will be undertaken in a transparent and unbiased manner using the Coliban Ward voters roll, consistent with the roll used for the Local Government elections. Eligible voters in the Coliban Ward for local government elections will be provided with an opportunity to update their enrolment details by a fixed 'entitlement date' to enable them to respond to the survey.

The survey will not be based on a design for either site, but instead will specifically relate to the location for the future Trentham Hub. Therefore, Council will not undertake further design work until the result of the survey is announced.

### **COUNCIL PLAN/LEGISLATIVE COMPLIANCE**

The process for responding to petitions is as per Council's Local Law Number 1 – Meeting Procedures.

### **FINANCIAL IMPLICATIONS**

The survey will be undertaken on the basis that the same scope is to be delivered irrespective of site chosen, and Council's financial contribution will be the same.

### **RISK IMPLICATIONS**

No community input to the design of the survey will be sought, in order to avoid bias in the survey. An independent Returning Officer will be engaged by Council to facilitate the survey and perform the count of responses.

### **ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS**

The Trentham Hub is an important future community asset, and the survey will help achieve positive social outcomes from this project.

### **COMMUNITY AND STAKEHOLDER ENGAGEMENT**

The planned postal survey will empower the community to have its say on the location of the Trentham Hub, and Council has resolved to proceed in line with the survey result.

The details of the survey and how to update enrolment details will be publicly advertised in the Trentham Library, The Advocate, Council's website and our Facebook page.

## CONCLUSION

The decision at the ordinary meeting on 17 April 2018 responded to the petition and decided to survey Coliban ward residents on the location of the Trentham Hub and to put on hold design work until after the survey results are obtained.

## OFFICER'S RECOMMENDATION

That Council:

11.2.1. Notes the above response to the petition on the Trentham Hub survey and design process.

11.2.2. Writes to the head petitioner to provide an update based on this report.

## MOTION

*That Council:*

*11.2.1. Notes the above response to the petition on the Trentham Hub survey and design process.*

*11.2.2. Writes to the head petitioner to provide an update based on this report.*

**Moved:** Cr Kate Redwood AM

**Seconded:** Cr Fiona Robson

**Carried**

Cr Sebastian Klein returned to the meeting at 7.51 pm

**11.3. COUNCIL PLAN ANNUAL REVIEW 2017/18 AND SIX MONTHLY REVIEW OF INDICATORS**

**GENERAL MANAGER COMMUNITY & CORPORATE SERVICES**

*In providing this advice to Council as the General Manager Community & Corporate Services, I Grant Schuster have no interests to disclose in this report.*

**PURPOSE**

The purpose of this report is for Council to undertake the annual review of the Council Plan 2017-2021 and consider whether Council wishes to make changes to it.

**BACKGROUND**

Council adopted its Council Plan 2017-2021 in June 2017. The Council Plan 2017-2021 is publicly available at Council's offices and on Council's website at <http://www.hepburn.vic.gov.au/council-plan-budget/>.

**ISSUE/DISCUSSION**

The Council Plan 2017-2021 is structured around five strategic objectives:

1. Quality Community Infrastructure
2. Active and Engaged Communities
3. Sustainable Environment
4. Vibrant Economy
5. High Performing Organisation

Under the strategic objectives are 16 key strategic activities and a range of actions, which together comprise the strategies for achieving the objectives. In addition, each strategic objective has strategic indicators that enable Council to monitor progress.

The actions and indicators in the Council Plan, together with the annual budget and business plan actions are managed and monitored via the Performance Reporting System in Closing the Loop. Monitoring these actions together provides clear direction on what Council seeks to achieve both annually and over its four-year term.

**Annual Review**

The summary of progress against the 2017/18 Council Plan and Budget actions as at the end of April 2018 is attached.

Section 8 of the Council Plan 2017-2021 has been included to show the annual areas of focus in the Budget. This is proposed to be updated with the Budget 2018/19 information and strategic initiatives, when it is adopted in June 2018.

Based on the combined system of using the Council Plan and annual budget to set priorities, only section 8 is proposed to be updated in the Council Plan 2017-2021. No other changes are proposed.

### **Strategic Indicators**

Council is required to review progress against its strategic indicators every six months, and publicly report them with the annual report each year. The summary of indicators for the first six months of the 2017/18 year (until 31 December 2017) is included as an attachment.

### **COUNCIL PLAN/LEGISLATIVE COMPLIANCE**

Under Section 125 (7) of the Local Government Act 1989, at least once in each financial year, Council must consider whether the current Council Plan requires any adjustment in respect of the remaining period of the Council Plan.

Any adjustment to the strategic objectives, the strategies for achieving the objectives and the strategic indicators for monitoring the achievement of the objectives in the Council Plan 2017-2021 would require Council to advertise the changes and in accordance with the Local Government Act 1989 ("the Act") s125 (9) a person has a right to make a submission under s 223 of the Act.

### **FINANCIAL IMPLICATIONS**

Delivery of the Council Plan 2017-21 is achieved through the annual budget allocations.

If Council determines to make adjustments to the Council Plan 2017-2021, it would need to undergo public consultation and some minor reformatting, which would incur some relatively small costs.

### **RISK IMPLICATIONS**

Reporting on progress and undertaking an annual review assists Council to manage the risks associated with delivering the Council Plan 2017/21.

### **ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS**

No changes expected based on the review.

### **COMMUNITY AND STAKEHOLDER ENGAGEMENT**

The Council Plan 2017-2021 was developed through an extensive engagement process that enabled community input into its objectives and actions.

If Council determines to make adjustments to the Council Plan 2017-2021, the Plan would need to undergo further public consultation in relation to the changes.

## CONCLUSION

The Council Plan 2017-2021 contains appropriate objectives, actions and indicators to continue to drive Council performance, and therefore no changes are recommended as a result of Council's review at the end of the 2017/18 year.

## OFFICER'S RECOMMENDATION

That Council:

11.3.1. Having reviewed its Council Plan 2017-2021, in accordance with section 125 (7) of the Local Government Act 1989, concludes that the Council Plan does not require, at this stage, an adjustment in respect of the remaining period of the Council Plan

11.3.2. Requests officers to update section 8 of the Council Plan following adoption of the Budget in June 2018 to highlight the second year priorities within the Council Plan.

11.3.3. Notes the interim report of Council Plan strategic indicators for the six months to 31 December 2017.

## MOTION

*That Council:*

*11.3.1. Having reviewed its Council Plan 2017-2021, in accordance with section 125 (7) of the Local Government Act 1989, concludes that the Council Plan does not require, at this stage, an adjustment in respect of the remaining period of the Council Plan*

*11.3.2. Requests officers to update section 8 of the Council Plan following adoption of the Budget in June 2018 to highlight the second year priorities within the Council Plan.*

*11.3.3. Notes the interim report of Council Plan strategic indicators for the six months to 31 December 2017.*

**Moved:** Cr Kate Redwood AM

**Seconded:** Cr Don Henderson

**Carried**

ATTACHMENT 2 - COUNCIL PLAN ACTIONS SUMMARY REPORT APRIL 2018  
(ISSUED UNDER SEPARATE COVER)

ATTACHMENT 3 - COUNCIL PLAN STRATEGIC INDICATORS – 6 MONTHS  
TO 31 DECEMBER 2017

Hepburn Shire Council - Key Strategic Indicators 2017 - 2021

2017/18 Half Year (31 Dec 17)

Strategic Activity	Performance Measure	Result	Units	Comments
<b>Quality Community Infrastructure - Strategic Indicators</b>				
Assets	Completion of capital works program (% by number)		%	This will be measured as at 30 June 2018.
Assets	Road, bridge, building and footpath assets below intervention level (%)	97%	%	
<b>Active and Engaged Communities - Strategic Indicators</b>				
Youth	Total attendance at Council run youth events	813	people	
Pools	Utilisation of swimming pools	1.0	visits/ person	
Community Development	Total value of community projects funded by Council grants	\$ 173,801	\$	
Libraries	Active library members	16%	%	
Maternal and Child Health	Participation in the MCH service	47%	%	
Aged & Disability Services	Hours of home care services delivered	8917.25	hours	Inclusive of CHSP, Vic HACC PYP and Contract Services
<b>Sustainable Environment - Strategic Indicators</b>				
Waste	Waste diverted from landfill (%)	42%	%	Consistent with results from same time last year.
Waste	Waste to landfill (tonnes)	2,032	tonnes	Does not include Transfer Station greenwaste which is processed on site
Sustainability	Total scope 1 and 2 greenhouse gas emissions (t CO2-e)	701	t CO2-e	- Usage from Planet Footprint - calculations in spreadsheet. Scope 1 = 366 Scope 2 = 335
Sustainability	Total potable water consumption (kL)	42,841	kL	- Usage from Planet Footprint - calculations in spreadsheet
Emergency Management	MEMP Audit Result - % of conformances	100%	%	Previously audit in 2015 achieved 100%. MEMP Audit to be completed by SES and not scheduled until late 2018.
<b>Vibrant Economy - Strategic Indicators</b>				
Economic Development - Visitations	Number of visits to physical and online (virtual) Visitor Information Centres	74,291	visits	
<b>High Performing Organisation - Strategic Indicators</b>				
Governance	Making decisions in the interests of the community		out of 100	Result not available until June
Communications	Community Consultation & Engagement		out of 100	Result not available until June
Customer Service	Average time to close all external customer requests - average days	45	days	Average days to close was high due to a number of old waste and road requests that were completed previously but not closed until they were migrated to the new system
Food Safety	Food safety assessments completed for class 1 and 2 premises	20%	%	

Hepburn Shire Council - Key Strategic Indicators 2017 - 2021

2017/18 Half Year (31 Dec 17)

Strategic Activity	Performance Measure		Result	Units	Comments
Animal Management	Time taken to respond to animal management requests		7.9	days	
Statutory Planning	Median time taken to decide planning applications		55	days	
Statutory Planning	Planning applications decided within 60 days		71%	%	
Building	Median time taken to issue building permits		14	days	
Finance	All the LGPRF Financial Performance Indicators		refer to LGPRF	various	To be calculated at year end
OHS	Number of lost time injuries		2	injuries	

**11.4. RECORD OF ASSEMBLIES OF COUNCILLORS  
 GENERAL MANAGER COMMUNITY AND CORPORATE SERVICES**

*In providing this advice to Council as the Coordinator Governance and Information, I Katherine Toom have no interests to disclose in this report.*

**PURPOSE**

The purpose of this report is for Council to receive and note Assemblies of Councillors.

**BACKGROUND**

*The Local Government Act 1989 defines Assembly of Councillors as ...a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be:*

- *the subject of a decision of the Council; or*
- *subject to the exercise of a function, duty of power of the Council that has been delegated to a person or committee –*

*but does not include a meeting of the Council, a special committee of the Council, as audit committee established under Section 139, a club, association, peak body, political party of other organisation.*

**ISSUE / DISCUSSION**

The *Local Government Act 1989* (as amended) requires the record of an Assembly of Councillors to be:

- (a) Reported at an Ordinary Meeting of the Council; and
- (b) incorporated in the minutes of that Council Meeting.

For this purpose, the following records of Assemblies of Councillors are reported:

Date	Location	Committee Name
6 March 2018	Council Chamber	Council Briefing
13 March 2018	Council Chamber	Council Briefing
3 April 2018	Council Chamber	Council Briefing
9 April 2018	Council Chamber	Mineral Springs Reserve Advisory Committee
10 April 2018	Council Chamber	Council Briefing

17 April 2018	Trentham Neighborhood Centre	Pre-Council Meeting Briefing
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## COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Local Government Act 1989, Section 80A

## FINANCIAL IMPLICATIONS

Nil

## RISK IMPLICATIONS

There are implications with regards to Council's compliance with the *Local Government Act 1989* (as amended) if written records of Councillor Assemblies are not reported to Council.

## ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

The inclusion of the attached record of Councillor Assemblies in the Council Agenda and their availability to the public will increase awareness of the activities of Council and could increase community involvement in decision making at Council level.

## COMMUNITY AND STAKEHOLDER ENGAGEMENT

Using Council's adopted Community Engagement Framework, International Public Participation Consultation, this report presents information via the Council Agenda.

## CONCLUSION

Information provided for noting.

## OFFICER'S RECOMMENDATION

11.4.1 That Council receives and notes the Records of Assemblies of Councillors for the months of March and April 2018.

## MOTION

11.4.1. *That Council receives and notes the Records of Assemblies of Councillors for the months of March and April 2018.*

**Moved:** Cr Sebastian Klein

**Seconded:** Cr Neil Newitt

**Carried**

ATTACHMENT 4 - RECORDS OF ASSEMBLIES OF COUNCILLORS

**RECORD OF ASSEMBLY OF COUNCILLORS**

This record is required under Section 80A of the *Local Government Act 1989*

Title of Meeting: Council Briefing  
 Date: Tuesday, 6 March 2018  
 Time: 10:05am – 3:00pm

Venue:  Council Chamber Daylesford  
 Senior Citizens Centre Daylesford  
 Other (specify)

**Councillors present:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Cr John Cottrell                        | <input checked="" type="checkbox"/> Cr Greg May     |
| <input checked="" type="checkbox"/> Cr Don Henderson                        | <input checked="" type="checkbox"/> Cr Neil Newitt  |
| <input checked="" type="checkbox"/> Cr Kate Redwood AM                      | <input checked="" type="checkbox"/> Cr Fiona Robson |
| <input checked="" type="checkbox"/> Cr Sebastian Klein (arrived at 10:40am) |   |

**Members of Council Staff present:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> CEO Aaron van Egmond                             | <input checked="" type="checkbox"/> Other, please specify:   |
| <input checked="" type="checkbox"/> GM Community & Corporate Services Grant Schuster | Special Projects Manager Kathleen Brannigan,<br>Jackie Wei Engineering Student, Manager<br>Development and Community Safety Justin<br>Fiddes, Statutory Planner Carolyn Harriott |
| <input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas                    |  |

**Conflict of Interest Disclosures:**

Councillor Name	Time Left and Returned
Cr Henderson	1:39pm – 1:48pm

**Matters Considered:**

Agenda Attached

**Name and title of Officer responsible for this written record:**

- |  |   |
|--|---|
| <input type="checkbox"/> CEO Aaron van Egmond  | <input type="checkbox"/> Other, please specify: |
| <input checked="" type="checkbox"/> GM Community and Corporate Services Grant Schuster |   |
| <input type="checkbox"/> GM Infrastructure Bruce Lucas                                 |   |

Signature: Grant Schuster

Note: This form **MUST** be completed by the attending Council Officer and returned immediately to Governance Officer for filing.

▶ COUNCILLOR BRIEFING AGENDA  
6 MARCH 2018

Tuesday 6 March 2018  
Council Chamber, Daylesford Town Hall  
10:00 am – 2:20 pm

**INVITED:**

Councillors	Councillor Don Henderson Councillor Fiona Robson Councillor Greg May Councillor John Cottrell Councillor Kate Redwood AM Councillor Neil Newitt Councillor Sebastian Klein
Officers	Aaron van Egmond – Chief Executive Officer Grant Schuster – GM Community and Corporate Services Bruce Lucas – GM Infrastructure

**CHAIR:** Mayor John Cottrell

**APOLOGIES:**

No	Time	Type	Agenda Item	Presenter	Page No
1.	10.00 am	Discussion	<b>Councillor 'Burning Issues' Discussion</b>	GM Community and Corporate Services	3
2.	10.20 am	Discussion	<b>Invitation to Host Breakfast at Daylesford Secondary College</b>	Cr Cottrell	4
3.	10.30 am	Presentation	<b>Trails Expansion Program</b>	Manager Special Projects	5
4.	11.00 am	Presentation	<b>Hepburn Planning Scheme Review</b>	Manager Development and Community Safety	6
	12.30pm		<b>Lunch</b>		

▶ COUNCILLOR BRIEFING AGENDA  
6 MARCH 2018

No	Time	Type	Agenda Item	Presenter	Page No
5.	1.00 pm	Report	Planning Application PA 1576 - Use and Development of a Place of Assembly (Event/Function Centre) Maximum 120 Patrons And Waiver of Carparking (26 Spaces) at 121 Vincent Street Daylesford.	Statutory Planning Officer	12
6.	1.20 pm	Report	Community Grants - March Recommendations	GM Community and Corporate Services	27
7.	1.40 pm	Report	Clunes Town Hall and Wesley College – Memorandum of Understanding	CEO	29
8.	2.00 pm	Report	Hepburn Wind - Memorandum of Understanding	CEO	30
	2.20 pm		CLOSE OF MEETING		

**RECORD OF ASSEMBLY OF COUNCILLORS**

This record is required under Section 80A of the *Local Government Act 1989*

Title of Meeting: Council Briefing  
Date: Tuesday, 13 March 2018  
Time: 10:10am – 6:00pm

Venue:  Council Chamber Daylesford  
 Senior Citizens Centre Daylesford  
 Other (specify)

**Councillors present:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Cr John Cottrell                        | <input type="checkbox"/> Cr Greg May               |
| <input checked="" type="checkbox"/> Cr Don Henderson                        | <input checked="" type="checkbox"/> Cr Neil Newitt |
| <input checked="" type="checkbox"/> Cr Kate Redwood AM                      | <input type="checkbox"/> Cr Fiona Robson           |
| <input checked="" type="checkbox"/> Cr Sebastian Klein (arrived at 11:30am) |  |

**Members of Council Staff present:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> CEO Aaron van Egmond   | <input checked="" type="checkbox"/> Other, please specify:   |
| <input checked="" type="checkbox"/> GM Community and Corporate Services<br>Grant Schuster (until 5:30pm) | Manager Finance & IT Trafford Thompson (until<br>5:30pm), Manager Strategic Asset<br>Management Steve Millard (morning only) |
| <input type="checkbox"/> GM Infrastructure Bruce Lucas   |  |

**Conflict of Interest Disclosures:**

Councillor Name	Time Left and Returned
Cr Kate Redwood	1:40pm – 1:58pm

Matters Considered: Council's Budget 2018/19 including potential projects & CEO resignation

Agenda Attached

**Name and title of Officer responsible for this written record:**

- |   |   |
|---|---|
| <input type="checkbox"/> CEO Aaron van Egmond   | <input type="checkbox"/> Other, please specify: |
| <input checked="" type="checkbox"/> GM Community & Corporate Services<br>Grant Schuster |   |
| <input type="checkbox"/> GM Infrastructure Bruce Lucas                                  |   |

Signature: *Grant Schuster*

Note: This form MUST be completed by the attending Council Officer and returned immediately to Governance Officer for filing.

## RECORD OF ASSEMBLY OF COUNCILLORS

This record is required under Section 80A of the *Local Government Act 1989*

Title of Meeting: Council Briefing  
 Date: Tuesday, 3 April 2018  
 Time: 10:00am – 3:50pm

Venue:  Council Chamber Daylesford  
 Senior Citizens Centre Daylesford  
 Other (specify)

**Councillors present:**

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Cr John Cottrell   | <input checked="" type="checkbox"/> Cr Greg May     |
| <input checked="" type="checkbox"/> Cr Don Henderson   | <input checked="" type="checkbox"/> Cr Neil Newitt  |
| <input checked="" type="checkbox"/> Cr Kate Redwood AM | <input checked="" type="checkbox"/> Cr Fiona Robson |
| <input checked="" type="checkbox"/> Cr Sebastian Klein |   |

**Members of Council Staff present:**

- |   |  |
|---|--|
| <input type="checkbox"/> CEO Aaron van Egmond   | <input checked="" type="checkbox"/> Other, please specify:   |
| <input checked="" type="checkbox"/> GM Community and Corporate Services<br>Grant Schuster | Manager Special Projects Kathleen Brannigan,<br>Sustainability Officer Dominic Murphy, Community<br>Projects Officer Rachel Murphy,  |
| <input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas                         | Manager Aged and Disability Services Mel Perks,<br>Projects Officer Angeline Dooley, Brian<br>Bainbridge Biodiversity Officer, Manager<br>Strategic Asset Management Steve Millard |

**Conflict of Interest Disclosures:**

Councillor Name	Time Left and Returned
Sebastian Klein	3:30pm – didn't return

**Matters Considered:**

Briefing Agenda Attached  & Trentham Hub Notice of Motion

**Name and title of Officer responsible for this written record:**

- |   |   |
|---|---|
| <input type="checkbox"/> CEO Aaron van Egmond   | <input type="checkbox"/> Other, please specify: |
| <input checked="" type="checkbox"/> GM Community & Corporate Services<br>Grant Schuster |   |
| <input type="checkbox"/> GM Infrastructure Bruce Lucas                                  |   |

Signature: 

Note: This form MUST be completed by the attending Council Officer and returned immediately to Governance Officer for filing.

CONFIDENTIAL  
 ► COUNCILLOR BRIEFING AGENDA  
 TUESDAY 3 APRIL 2018

3 April 2018  
 Council Chamber, Daylesford Town Hall  
 10:00 am – 2:45pm

**INVITED:**

Councillors	Councillor Don Henderson Councillor Fiona Robson Councillor Greg May Councillor John Cottrell Councillor Kate Redwood AM Councillor Neil Newitt Councillor Sebastian Klein
Officers	Grant Schuster – GM Community and Corporate Services Bruce Lucas – GM Infrastructure

**CHAIR:** Mayor John Cottrell

**APOLOGIES:** Aaron van Egmond – Chief Executive Officer

No	Time	Type	Agenda Item	Presenter	Page No
1.	10.00am	Report	Daylesford – Hanging Rock Rail Trail Vic Track Lease to Council (Trentham to Bullarto)	Manager Special Projects	3
2.	10.15am	Report	Daylesford Pool and Town Hall Upgrade and Renovation	Manager Special Projects	18
3.	10.30am	Presentation	Creswick Swimming Pool – Site Investigation	Manager Special Projects	20
4.	11.00am	Presentation	Aged & Disability Services – Future Planning	Manager Aged and Disability Services	21
5.	11.45am	Report	Disability Access & Inclusion Plan 2018-2022	Manager Aged and Disability Services	23
	12.00pm		Lunch		

No	Time	Type	Agenda Item	Presenter	Page No
6.	12.30pm	Presentation	Carbon Free Conversations and Action Workshop Outcomes	Sustainability Officer	26
7.	1.00pm	Presentation	Towards Zero Community Energy Saving Grants 2017/18	Sustainability Officer	41
8.	1.15pm	Report	Hepburn Wind – Payment in Lieu of Rates	Manager Finance and Information Technology	43
9.	1.30pm	Presentation	Recycling Update and Waste Budget 2018/19	Manager Strategic Asset Management GM Community and Corporate Services	53
10.	2.00pm	Presentation	Community Grants - April Recommendations	GM Community and Corporate Services	54
11.	2:15pm	Report	Proposal to Name Pedestrian Bridge at Hepburn Mineral Springs Reserve	Coordinator Governance and Information	56
12.	2:30pm	Discussion	Recruitment of CEO	Mayor	57
	2:45pm		Close of Meeting		

RECORD OF ASSEMBLY OF COUNCILLORS

This record is required under Section 80A of the *Local Government Act 1989*

Title of Meeting: Mineral Springs Reserve Advisory Committee

Date: 9 April 2018

Time: 5.00pm – 6.30pm

Venue:  Council Chamber Daylesford  
 Senior Citizens Centre Daylesford  
 Other (

Councillors present:

- |  |  |
|--|--|
| <input type="checkbox"/> Cr John Cottrell              | <input type="checkbox"/> Cr Greg May     |
| <input type="checkbox"/> Cr Don Henderson              | <input type="checkbox"/> Cr Neil Newitt  |
| <input checked="" type="checkbox"/> Cr Kate Redwood AM | <input type="checkbox"/> Cr Fiona Robson |
| <input type="checkbox"/> Cr Sebastian Klein            |  |

Members of Council Staff present:

- |   |   |
|---|---|
| <input type="checkbox"/> CEO Aaron van Egmond                     | <input type="checkbox"/> Other, please specify: |
| <input type="checkbox"/> GM Corporate Services Grant Schuster     |   |
| <input type="checkbox"/> GM Community Services Kathleen Brannigan |   |
| <input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas |   |

Conflict of Interest Disclosures:

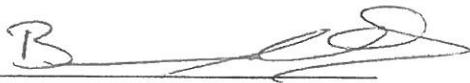
Councillor Name	Time Left and Returned

Matters Considered:

Agenda Attached

Name and title of Officer responsible for this written record:

- |   |   |
|---|---|
| <input type="checkbox"/> CEO Aaron van Egmond                     | <input type="checkbox"/> Other, please specify: |
| <input type="checkbox"/> GM Corporate Services Grant Schuster     |   |
| <input type="checkbox"/> GM Community Services Kathleen Brannigan |   |
| <input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas |   |

Signature: 

Note: This form MUST be completed by the attending Council Officer and returned immediately to Governance Officer for filing.

MINERAL SPRINGS RESERVE ADVISORY COMMITTEE

Monday 9 April 2018 – 5.00pm – 6.30pm

**Attendees:** Bill Guest, Andrew Shugg, Lisa Rodier, Cr Kate Redwood, Bruce Lucas, Nate Perry

**Apology:** Mitch Hogg

Item No	Time	Agenda Item	Presenter
1	5.00pm	Welcome and Apologies	Cr Redwood
2	5.02pm	Adoption of Minutes	Cr Redwood
3	5.05pm	Review of Action Register Items	All
4	5.10pm	Central Springs Pavilion	Cr Redwood
5	5.20pm	Update on Works at Jubilee Lake <ul style="list-style-type: none"> <li>• Jubilee Lake Management Plan</li> </ul>	Bruce
6	5.30pm	Update on HMSR Improvement Project	Bruce
7	5.40pm	Update on Funding Grants	Bruce
8	6.00pm	Mineral Springs Restoration Report – Briefing Note	Andy
9	6.10pm	General Business <ul style="list-style-type: none"> <li>• Naming of Pedestrian Bridge</li> </ul>	Al Bruce
10	6.20pm	Items for Next Meeting <ul style="list-style-type: none"> <li>•</li> </ul>	
	6.30pm	Meeting close	
Next meeting – Monday 18 June 2018 – 5.00pm – 6.30pm, Council Chambers			

**RECORD OF ASSEMBLY OF COUNCILLORS**

This record is required under Section 80A of the *Local Government Act 1989*

Title of Meeting: Council Briefing  
Date: Tuesday, 10 April 2018  
Time: 10:10am – 4:45pm

Venue:  Council Chamber Daylesford  
 Senior Citizens Centre Daylesford  
 Other (specify)

**Councillors present:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Cr John Cottrell  | <input checked="" type="checkbox"/> Cr Greg May     |
| <input checked="" type="checkbox"/> Cr Don Henderson  | <input checked="" type="checkbox"/> Cr Neil Newitt  |
| <input checked="" type="checkbox"/> Cr Kate Redwood AM  | <input checked="" type="checkbox"/> Cr Fiona Robson |
| <input checked="" type="checkbox"/> Cr Sebastian Klein (arrived at 11:30am after Trentham Hub item) |   |

**Members of Council Staff present:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> CEO Aaron van Egmond                                  | <input checked="" type="checkbox"/> Other, please specify:   |
| <input checked="" type="checkbox"/> GM Community and Corporate Services<br>Grant Schuster | Manager Finance & IT Trafford Thompson,<br>Manager Development & Community Safety<br>Justin Fiddes |
| <input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas                         |  |

**Conflict of Interest Disclosures:**

Councillor Name	Time Left and Returned
Nil	

**Matters Considered:**

Agenda Attached

**Name and title of Officer responsible for this written record:**

- |   |   |
|---|---|
| <input type="checkbox"/> CEO Aaron van Egmond   | <input type="checkbox"/> Other, please specify: |
| <input checked="" type="checkbox"/> GM Community & Corporate Services<br>Grant Schuster |   |
| <input type="checkbox"/> GM Infrastructure Bruce Lucas                                  |   |

Signature: 

Note: This form **MUST** be completed by the attending Council Officer and returned immediately to Governance Officer for filing.

CONFIDENTIAL  
 ► COUNCILLOR BRIEFING AGENDA  
 TUESDAY 10 APRIL 2018

Tuesday 10 April 2018  
 Council Chamber, Daylesford Town Hall  
 10:00 am – 4:45pm

**INVITED:**

Councillors	Councillor Don Henderson Councillor Fiona Robson Councillor Greg May Councillor John Cottrell Councillor Kate Redwood AM Councillor Neil Newitt Councillor Sebastian Klein
Officers	Aaron van Egmond – Chief Executive Officer Grant Schuster – GM Community and Corporate Services Bruce Lucas – GM Infrastructure

**CHAIR:** Mayor John Cottrell

**APOLOGIES:**

No	Time	Type	Agenda Item	Presenter	Page No
1.	10.00am	Discussion	<b>Deferred Trentham Hub Notice of Motion</b>	Councillors	3
2.	11.00am	Presentation	<b>2018-2109 BUDGET</b>	Manager Finance and Information Technology	4
	12.30pm	<b>Lunch</b>			
	1.00pm	Presentation (Cont.)	<b>2018-2109 BUDGET</b>	Manager Finance and Information Technology	
3.	1.30pm	Workshop	<b>Hepburn Planning Scheme Review – Councillor Workshop</b>	Manager Development and Community Safety	5

CONFIDENTIAL  
▶ COUNCILLOR BRIEFING AGENDA  
TUESDAY 10 APRIL 2018

No	Time	Type	Agenda Item	Presenter	Page No
	3:00pm		Break		
	3:15pm	Workshop (Cont.)	Hepburn Planning Scheme Review – Councillor Workshop	Manager Development and Community Safety	
	4:45pm		CLOSE OF MEETING		

**RECORD OF ASSEMBLY OF COUNCILLORS**

This record is required under Section 80A of the *Local Government Act 1989*

Title of Meeting: Pre-Council Meeting Briefing  
Date: Tuesday, 17 April 2018  
Time: 3:50pm – 5:35pm

Venue:  Council Chamber Daylesford  
 Senior Citizens Centre Daylesford  
 Other (specify) Trentham Neighbourhood Centre

**Councillors present:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Cr John Cottrell                    | <input checked="" type="checkbox"/> Cr Greg May     |
| <input checked="" type="checkbox"/> Cr Don Henderson                    | <input checked="" type="checkbox"/> Cr Neil Newitt  |
| <input checked="" type="checkbox"/> Cr Kate Redwood AM                  | <input checked="" type="checkbox"/> Cr Fiona Robson |
| <input checked="" type="checkbox"/> Cr Sebastian Klein (arrived 5:15pm) |   |

**Members of Council Staff present:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> CEO Aaron van Egmond                                  | <input checked="" type="checkbox"/> Other, please specify:                      |
| <input checked="" type="checkbox"/> GM Community and Corporate Services<br>Grant Schuster | Manager Development and Community Safety<br>Justin Fiddes, Manager Finance & IT |
| <input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas                         | Trafford  |

**Conflict of Interest Disclosures:**

Councillor Name	Time Left and Returned
Nil	

Matters Considered: Council Meeting Agenda Tuesday, 17 April 2018

Agenda Attached

Name and title of Officer responsible for this written record:

- |   |   |
|---|---|
| <input type="checkbox"/> CEO Aaron van Egmond   | <input type="checkbox"/> Other, please specify: |
| <input checked="" type="checkbox"/> GM Community & Corporate Services<br>Grant Schuster |   |
| <input type="checkbox"/> GM Infrastructure Bruce Lucas                                  |   |

Signature: *Grant Schuster*

Note: This form MUST be completed by the attending Council Officer and returned immediately to Governance Officer for filing.

## 12. COUNCIL SPECIAL COMMITTEES (SECTION 86)

### 12.1. MINUTES OF SPECIAL COMMITTEES (SECTION 86) GENERAL MANAGER COMMUNITY AND CORPORATE SERVICES

*In providing this advice to Council as the Coordinator Governance and Information, I Katherine Toom have no interests to disclose in this report.*

#### PURPOSE

The purpose of this report is for Council to note the minutes and recommendations from Council's Special Committees (Section 86).

#### BACKGROUND

Special Committees are established by Council under section 86 of the *Local Government Act 1989* and their function and responsibilities outlined in an Instrument of Delegation. Under the Instruments of Delegation, special committees are required to maintain minutes of meetings held and provide a copy of the minutes to Council for review.

#### ISSUE/DISCUSSION

Please see listed below the minutes and other reports of Special Committees, as provided by the committees over the past month, for your information:

- The Lee Medlyn Home of Bottles – 16-04-2018

These minutes have been previously provided to Councillors under separate cover.

#### COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Nil

#### FINANCIAL IMPLICATIONS

Nil

#### RISK IMPLICATIONS

Nil

#### ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

Nil

## COMMUNITY AND STAKEHOLDER ENGAGEMENT

Members of the community are represented on these committees.

## CONCLUSION

Minutes and reports have been provided for noting.

## OFFICER'S RECOMMENDATION

12.1.1. That Council receives and notes the minutes of the Special Committees (Section 86) which have been distributed under separate cover:

- The Lee Medlyn Home of Bottles – 16-04-2018

## MOTION

12.1.1. *That Council receives and notes the minutes of the Special Committees (Section 86) which have been distributed under separate cover:*

- *The Lee Medlyn Home of Bottles – 16-04-2018*

**Moved:** Cr Sebastian Klein

**Seconded:** Cr Neil Newitt

**Carried**

**12.2. APPOINTMENT OF MEMBER TO SPECIAL COMMITTEE  
GENERAL MANAGER COMMUNITY AND CORPORATE SERVICES**

*In providing this advice to Council as the Coordinator of Governance and Information, I Katherine Toom have no interests to disclose in this report.*

**PURPOSE**

The purpose of this report is for Council to review and appoint a new applicant to a Special Committee of Council (Section 86).

**BACKGROUND**

Special Committees are established by Council under section 86 of the Local Government Act 1989 and their function and responsibilities outlined in an Instrument of Delegation. Under the Instruments of Delegation, special committees are required to maintain minutes of meetings held and provide a copy of the minutes to Council for review.

**ISSUE/DISCUSSION**

One membership application has been received since the last meeting of Council.

**Lyonville Hall Special Committee**

- Matthew Goldenberg

**COUNCIL PLAN/LEGISLATIVE COMPLIANCE**

Local Government Act 1989 – Council has the power to appoint members to Special Committees of Council.

**FINANCIAL IMPLICATIONS**

Nil

**RISK IMPLICATIONS**

All volunteers are covered by Council's Public Liability insurance. Guidelines are provided by Council to assist the Special Committees to effectively manage the facilities and to meet legislative requirements.

**ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS**

Special Committees comprising community members, encourage positive community involvement and engagement in managing Council owned facilities.

## COMMUNITY AND STAKEHOLDER ENGAGEMENT

The hard work of committee members and volunteers has been, and will continue to be, of considerable value to our local communities and the broader Hepburn Shire.

## CONCLUSION

Appointment of this new committee member will enable Council's Special Committee to continue to operate in accordance with its Instrument of Delegation by bringing further skills and diversity to the committee.

## OFFICER'S RECOMMENDATION

That Council:

12.2.1. Resolves to appoint Matthew Goldenberg to the Lyonville Hall Special Committee for a period of two years commencing 15 May 2018 until 31 August 2020.

12.2.2. That members of each Committee are, pursuant to section 81(2A) of the Act, exempted from being required to submit a primary and ordinary return.

## MOTION

*That Council:*

*12.2.1. Resolves to appoint Matthew Goldenberg to the Lyonville Hall Special Committee for a period of two years commencing 15 May 2018 until 31 August 2020.*

*12.2.2. That members of each Committee are, pursuant to section 81(2A) of the Act, exempted from being required to submit a primary and ordinary return.*

**Moved:** Cr Sebastian Klein

**Seconded:** Cr Greg May

**Carried**

### 13. COUNCIL ADVISORY COMMITTEES

#### 13.1. MINUTES OF ADVISORY COMMITTEES GENERAL MANAGER COMMUNITY AND CORPORATE SERVICES

*In providing this advice to Council as the Coordinator Governance and Information, I Katherine Toom have no interests to disclose in this report.*

##### PURPOSE

The purpose of this report is for Council to note the minutes received from Council's Advisory Committees.

##### BACKGROUND

Advisory committees are established by Council and their responsibilities outlined in Terms of Reference. Advisory Committees are required to maintain minutes of meetings held and provide a copy of the minutes to Council for review.

##### ISSUE/DISCUSSION

Please see listed below the minutes and other reports from Advisory Committees, as provided by the Committees:

- Mineral Springs Reserve Advisory Committee

These minutes have been provided to Councillors under separate cover.

##### COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Nil

##### FINANCIAL IMPLICATIONS

Nil

##### RISK IMPLICATIONS

Nil

##### ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

Nil

##### COMMUNITY AND STAKEHOLDER ENGAGEMENT

Members of the community are represented on these committees.

## CONCLUSION

Minutes have been provided for noting.

## OFFICER'S RECOMMENDATION

13.1.1. That Council receives and notes the minutes of the following Advisory Committees which have been distributed under separate cover:

- Mineral Springs Reserve Advisory Committee

## MOTION

13.1.1. *That Council receives and notes the minutes of the following Advisory Committees which have been distributed under separate cover:*

- Mineral Springs Reserve Advisory Committee

**Moved:** Cr Sebastian Klein

**Seconded:** Cr Kate Redwood AM

**Carried**

## 14. CONFIDENTIAL ITEMS

### 14.1. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

That pursuant to the provisions of Section 89(2) of the Local Government Act 1989, the meeting be closed to the public in order to consider:

- (d) Contractual matters; and
- (h) Any other matter which the Council or special committee considers would prejudice the Council or any person.

#### RECOMMENDATION

14.1.1. That the meeting be closed to members of the public under Section 89(2) of the Local Government Act 1989, specifically the following sub-section:

- 89(2)(a) Personnel matters;
  - o Appointment of Interim Chief Executive Officer
- 89(2)(d) Contractual matters;
  - o Proposed new lease to NBN Co Limited – Daylesford Depot, 158 Daylesford-Trentham Road, Daylesford – telecommunications facility
  - o Tender Evaluation HEPBU.2018.20 Asphalt Pump Track
  - o Contract HEPBU RFT2018.7 – Environment Management, Walking Track Reconstruction and Associated Works at Jubilee Lake, Daylesford
  - o Contract HEPBU RFT2018.3 – Main Road, Hepburn Springs Between Fifth and Ninth Streets

**MOTION**

14.1.1. *That the meeting be closed to members of the public under Section 89(2) of the Local Government Act 1989, specifically the following sub-section:*

- *89(2)(a) Personnel matters;*
  - *Appointment of Interim Chief Executive Officer*
- *89(2)(d) Contractual matters;*
  - *Proposed new lease to NBN Co Limited – Daylesford Depot, 158 Daylesford-Trentham Road, Daylesford – telecommunications facility*
  - *Tender Evaluation HEPBU.2018.20 Asphalt Pump Track*
  - *Contract HEPBU RFT2018.7 – Environment Management, Walking Track Reconstruction and Associated Works at Jubilee Lake, Daylesford*
  - *Contract HEPBU RFT2018.3 – Main Road, Hepburn Springs Between Fifth and Ninth Streets*

**Moved:** Cr Sebastian Klein

**Seconded:** Cr Don Henderson

**Carried**

The meeting was closed to the public at 8:01pm.

## 15. REOPENING OF MEETING TO PUBLIC

### RECOMMENDATION

15.1.1 That Council, having considered the confidential items, re-opens the Meeting to members of the public.

### MOTION

*15.1.1. That Council, having considered the confidential items, re-opens the Meeting to members of the public.*

**Moved:** Cr Don Henderson

**Seconded:** Cr Sebastian Klein

**Carried**

The meeting was reopened to the public at 8.22 pm

In accordance with Council's resolutions, the following information is provided to the public on matters considered during the confidential section of the meeting.

*That Council:*

*14.2.1. Grants a 20 year Lease to NBN Co Limited for the purpose of a telecommunications facility forming part of the National Broadband Network rollout, as per the attached lease.*

*14.3.1 Approves the award of the HEPBU RFT2018.20 – Asphalt Pump Track to the best evaluated tenderer, Common Ground Trails Pty Ltd for a contract sum of \$169,900.00 (excluding GST)*

*14.4.1. Approves the award of the Contract HEPBU RFT2018.7 – Environmental; Management, Walking Track Reconstruction and Associated Works at Lake*

*Jubilee, Daylesford to the best evaluated tenderer, Daylesford Garden Supply for a contract sum of \$185,500.00.*

14.5.1. *Approves the award of the Contract HEPBU RFT2018.3 Main Road, Hepburn Springs between Fifth and Ninth Streets to the best evaluated tenderer, Avard Civil Pty Ltd for a contract sum of \$506,932.73.*

14.6.1. *Appoints Mr Bruce Lucas as Interim Chief Executive Officer from 2 June 2018 for a period of six months or until the commencement of the new Chief Executive Officer (whichever is sooner) in accordance with the attached Contract of Employment.*

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## 16. CLOSE OF MEETING

The meeting closed at 8.22 pm

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