

Hepburn

SHIRE COUNCIL

HEPBURN SHIRE COUNCIL ORDINARY MEETING OF COUNCIL DRAFT MINUTES

TUESDAY 16 JANUARY 2018
DOUG LINDSAY RECREATION RESERVE
VICTORIA STREET
CRESWICK

6:00PM

Confirmed at the Ordinary Meeting of Council
held on Tuesday 20 February 2018



Chair, Mayor Cr John Cottrell

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MINUTES

TUESDAY 16 JANUARY 2018

Doug Lindsay Recreation Reserve

Victoria Street, Creswick

Commencing 6:00PM

CONTENTS PAGE

1.	ACKNOWLEDGEMENT OF TRADITIONAL OWNERS.....	4
2.	OPENING OF MEETING.....	4
3.	APOLOGIES	5
4.	DECLARATIONS OF CONFLICTS OF INTEREST	5
5.	CONFIRMATION OF MINUTES.....	5
6.	NOTICES OF MOTION	5
6.1	COUNCIL GOVERNING POLICY FRAMEWORK.....	6
7.	ITEMS OF URGENT BUSINESS.....	8
8.	PRESENTATION OF COUNCILLOR REPORTS	8
9.	PUBLIC PARTICIPATION TIME	13
9.1	PETITIONS	13
9.2	QUESTIONS.....	13
9.3	REQUESTS TO ADDRESS COUNCIL	14
10.	STATUTORY PLANNING REPORTS.....	15
11.	OFFICERS' REPORTS	16
11.1	RESPONSE TO PETITION – PROPOSED TREE PLANTINGS ALONG MAIN ROAD, BETWEEN FIFTEENTH AND EIGHTEENTH STREETS, HEPBURN 16	
11.2	RECORD OF ASSEMBLIES OF COUNCILLORS.....	20
	ATTACHMENT 1 - RECORDS OF ASSEMBLIES OF COUNCILLORS	22
12.	COUNCIL SPECIAL COMMITTEES (SECTION 86).....	27
13.	COUNCIL ADVISORY COMMITTEES	27

14.	CONFIDENTIAL ITEMS.....	28
14.1	CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC.....	28
15.	REOPENING OF MEETING TO PUBLIC.....	29
16.	CLOSE OF MEETING.....	29

GRANT SCHUSTER
ACTING CHIEF EXECUTIVE OFFICER
16 JANUARY 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.

2. OPENING OF MEETING

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

IN ATTENDANCE: Grant Schuster Acting Chief Executive Officer, Kathleen Brannigan General Manager Community Services, Katherine Toom Coordinator Governance and Information, Gerlinda Bates Governance Officer, Tim Powell Senior Projects Engineer

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”

3. APOLOGIES

Cr Neil Newitt
Mr Aaron van Egmond, Chief Executive Officer
Mr Bruce Lucas, General Manager Infrastructure

4. DECLARATIONS OF CONFLICTS OF INTEREST

Nil

5. CONFIRMATION OF MINUTES

RECOMMENDATION

5.1.1 That the Minutes of the Ordinary Meeting of Council held on 19 December 2017 (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 19 December 2017 (as previously circulated to Councillors) be confirmed as required under Section 93 (2) of the Local Government Act 1989.*

Moved: Cr Don Henderson

Seconded: Cr Kate Redwood AM

Carried

6. NOTICES OF MOTION

Mayor, Cr John Cottrell stood aside as chair. Deputy Mayor, Cr Don Henderson took the chair at 6:03 pm

6.1 COUNCIL GOVERNING POLICY FRAMEWORK

DATE: 9 JANUARY 2018

MOTION

That Council:

6.1.1 Establish a **Governing Policy Framework** incorporating:

- Governing Policy
- Management Policy
- Procedures

6.1.2 That the inaugural suite of Governing Policy considers the following:

- Culture / Behaviour
- Delegation of Authority
- Code of Conduct (Councillor)
- Conflict of Interest (Councillor)
- Committees
- Community Engagement
- Risk Management
- Council Plan / Strategic Resources Plan / Budget
- Local Planning Policy Framework / Municipal Strategic Statement
- Financial Plan / Financial Sustainability

6.1.3 That the Governing Policy Statements be brought to the March 2018 Council Meeting for approval.

BACKGROUND

Effective policy starts by defining and establishing a policy framework across three levels of guidance:

- Governing Policy
- Management Policy
- Procedures

Governing policy: set by and authorised by the Council.

- Policy at this level is directional in nature and provides the CEO with a framework within which management can make decisions.

- Management must abide by governing policy and any exceptions must be supported with clear and sound rationale and submitted to the Board for explicit approval.

Management policy: This is policy that is set by and authorised by the CEO.

- Policy at this level sets the nature of how operations will be managed.
- Management policy must be aligned with and support the governing policy. It sets clear parameters for staff to operate within.
- A single governing policy may require one or more management policies to provide sufficient direction to staff.

Procedures: Procedure is set by and authorised by management as delegated by the CEO.

- Procedure is an outline of how management policy will be implemented.
- It is the means by which staff will conduct process.
- Procedure must not contradict governing and/or management policy nor the organisation's values and code of business conduct.

Adoption of a Governing Policy Framework:

- Is consistent with the principles of good governance
- Highlights the overarching role and monitoring obligations of Council
- Makes clear the responsibilities of Council and its role in providing direction to the CEO and management, and
- Advises the community the separation of role between Council and Management
- Extends and improves the existing framework of management policies and council policies
- Has no material impact on the current operations of Council

Council and Governing Policy

Council is the most senior policy-making body of Hepburn Shire Council. Through its governing policy council provides direction / function including:

- Control of the shire on behalf of its stakeholders;
- Appointment and oversight of the CEO;
- Delegates to the CEO authority to manage the day-to-day operations of the council;
- Sets the Shire's strategic direction through the Council Plan;
- Establishes a framework of internal controls which enable compliance to be monitored and risks to be assessed and managed; and
- Reviews organisational performance

Councillor Name: Mayor John Cottrell



Councillor Signature:

Acting Chief Executive Officer Signature:



Grant Schuster

Seconded: Cr Fiona Robson

Carried

The Mayor, Cr John Cottrell returned to the chair at 6:09pm

7. ITEMS OF URGENT BUSINESS

Nil

8. PRESENTATION OF COUNCILLOR REPORTS

MAYOR'S REPORT

Councillor John Cottrell, Holcombe Ward

The past month has involved time with family and friends over the festive season together with local community and surrounding Shire events. Recent weeks have involved discussions with the CEO attempting to set up a Council Business Calendar covering major issues to be addressed by Council over 2018, and the wording of a motion, in tonight's agenda, revising the Council Policy Framework to introduce headline "Governance Policy".

COUNCILLOR REPORTS

Councillor Sebastian Klein, Coliban Ward

Trentham had an early Christmas present in the form of line marking on a range of urban streets and the accessible car park on High St.

These were very welcome in town, although Our Council's success was tainted by the fact that it had been two years of requesters for line marking and almost six months of requests for the blue lines to mark the accessible park.

There are a range of items on the to do list in Trentham.

If we are to attain the goal of our Council Plan – our determination to achieve a degree of ownership among our stakeholders, community, Councillors and officers, then we need to work on some of these one and ten-percenters.

At large in Trentham remain items such as engaging with Vicroads to reduce the speed limits on Chanters Lane, finishing the streetscape, getting the rail trail funded and the Township Structure Plan – some of which were budgeted in 2015.

We achieved amazing things at Lake Daylesford and rescued the bacon at the Rex. Let's start getting things right in the rest of the shire.

Councillor Greg May, Creswick Ward

No report was presented.

Councillor Fiona Robson, Birch Ward

I enjoyed the Christmas gathering at the Hepburn Sound Shell coordinated by the Daylesford Community Brass Band. It was great to see a range of people appreciating the carols. Thanks to everyone involved.

The Daylesford New Years Eve Parade was well attended with lots of people involved again. I am pleased that this inclusive tradition continues. Huge thanks to Ann E Stewart, Cath Davies and their team for all the time and effort they put into the event.

I am looking forward to the large piles of green waste around Lake Daylesford being mulched. They have caused a lot of concern. Unfortunately the wet weather has hampered the ability for the equipment to access the piles. The removal of rubbish is being done more regularly and is being monitored.

The community consultation regarding the upgrade at Lake Daylesford in December was positive and constructive. One of the suggestions was for a celebration with the community, our council's project team and the parks and gardens team. I believe that the collaboration between council officers and the community has been beneficial and resulted in a better outcome. I particularly appreciate the input of

individuals that have been involved with the consultation, particularly Mary-Faeth Chenery & Frank Page.

A fallen tree has further damaged the old pavilion at the central springs reserve. Council officers are assessing the state of the building and developing options for a way forward. This provides another opportunity for our council to work with Friends of Lake Daylesford & other interested groups to find a suitable approach for this area.

Energy & interest in the biodiversity strategy has continued. With the appointment of a biodiversity officer and the community input, I am confident that a valued strategy will be developed & implemented for the benefit of our environment, our people and our Shire's long-term viability.

The draft municipal health and wellbeing plan is available for review and feedback is due by the end of this week. I am interested in practical ways council can work with other organisations and our community to enhance the health & wellbeing of our people.

The reconciliation action plan is another important piece of work. I am pleased that a draft will soon be available for public review and comment. The conversations around the understanding and acknowledgement of our indigenous history & culture are valuable and I look forward to opportunities to learn more.

Community conversations regarding what would benefit young people that live here have attracted a lot of attention. There have been many ideas and interest and I'm pleased to see members of our community taking initiative and working with our council's youth engagement officer with a view to make things happen.

The vicswim swimming lessons at our local pools are a welcome service that provide an affordable opportunity for our children & young people to build their skills and be safer around water. I was grateful that my daughter will be benefitting from these sessions.

The new shelter and BBQ at the Daylesford Community Park continues to be a great place for community gatherings. The park has grown well over recent years and is a welcoming space for people of all ages to gather and play. There is a group that gather at the park each Tuesday evening and will be enjoying the space and each other's company tonight. Local skaters continue to work with our council towards upgraded skate facilities at the park and I am looking forward to hearing them talk with councillors at our February briefing.

Councillor Don Henderson, Creswick Ward

This past month has been quiet as far as organised council matters are concerned.

I attended presentations at two more schools, Creswick North and Creswick Primary and also the latter's year six graduation where each student spoke of their time at the school and their hopes into the future. Inspiring and interesting as I have followed

many of these young people through their years at the school. Sadly, the principal Ron Sawyer has retired. His idea of making the school community part of the whole community has led to some great outcomes and I trust the new leaders in the school will be of the same mind.

With the liquidation of the Tangled Maze, CAFS are now the new owner and I have met with them to look at community partnership opportunities. Shortly we will meet with the Creswick Timber Training Centre to see what training programs can be delivered with CAFS and other community groups. The plan is to keep many of the activities at the Maze running including wedding receptions and this could be a great training opportunity as well. Great place for a culinary school that is ready built.

Many complimentary things said by visitors and locals alike regarding the splash park. The dive tower was also popular but let down by that long promised toilet and change room upgrade from a few years ago.

Children are also excited to hear about the climbing poles and cables at the splash park as well. We may well see these done in the next few years.

Lastly, I spent New Year's Eve with the community at the Creswick Railway Station. The event was organised by the walkers group and was enjoyed by many residents and friends. This was put on at no cost to the Shire.

Councillor Kate Redwood AM, Birch Ward

We have lost two prominent figures in our community over the last month.

Bob Conroy, a well know figure in the racing industry as well as a local identity.

Isobel McKenzie, the owner of Wombat Park and active in the community on many fronts and generous supporter in particular in opening her garden to the public to raise funds for many causes.

Both leave a gap in our shared lives which cannot be filled.

We send condolences to all their families and friends.

The International Women's Day Advisory Committee met in January to receive the report from the nominations panel regarding women to be inducted onto the Heather Mutimer Honour roll for women. A report will be prepared for the February meeting of Council.

Otherwise it has been relatively quiet, with the usual ebb and flow of issues from constituents.

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 Sebastian Klein

Seconded: Cr Don Henderson

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.

9.1 PETITIONS

No petitions have been received this month in accordance with Local Law 1.

9.2 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.

Question 1 - Mr Bill McClenaghan

In July 2017, I inquired about Council's plans for 8 Duke Street as part of the Hepburn Hub. Council replied that expressions of interest had been called for regarding the use of the 8 Duke Street building, that options were being explored with respondents and that no final decision had been made.

Please describe what options were being discussed with respondents to the use of 8 Duke Street and explain why nothing has since happened with the building as proposed.

Answer 1 – Mayor John Cottrell

Determining the use of the building on 8 Duke Street is not a current priority in the Council Plan or Budget. The focus at the site is on delivering the Hepburn Hub at The Rex. Further public advertising will occur in 2018/19 to seek other options or to advise of Council's intent. That will allow further opportunity for input before any decision is made.

Some discussions with a third party have occurred, but Council is not able to disclose the details of those. Such disclosure could prejudice further discussions or options.

Supplementary Question 1- Mr Bill McClenaghan

At Council's second seminar on the problem of homelessness, it was suggested that the accommodation could be used to house persons at a reduced rental and has this been discussed further?

Answer - Cr Kate Redwood – The matter raised was passed on to the CEO

Question 2 - Mr Bill McClenaghan

I see that a very large hole has been dug against the slab wall The Rex in the rear of 8 Duke Street and that a huge pile of material has been created on site. Is this work to be the foundation of the Mezzanine Floor outdoor terrace or something else? Please supply details.

Answer 2 – Mayor John Cottrell

The excavation at 8 Duke St was made to be able to cut through the wall of the Rex to allow for the door from the mezzanine through to the “break-out” courtyard space. The ground level was above the bottom of the planned door, and so the excavation was made. Removal of the excess material will occur shortly.

9.3 REQUESTS TO ADDRESS COUNCIL

No requests to address Council were received.

10. STATUTORY PLANNING REPORTS

Nil

11. OFFICERS' REPORTS

11.1 Response to petition – Proposed tree plantings along main road, between Fifteenth and eighteenth streets, Hepburn

GENERAL MANAGER INFRASTRUCTURE

In providing this advice to Council as the General Manager Infrastructure, I Bruce Lucas have no interests to disclose in this report.

PURPOSE

The purpose of this report is for Council to consider its response to the petition: 'Proposed tree planting along Main Road, between Fifteenth and Eighteenth Streets, Hepburn' received at the December 2018 Council meeting.

BACKGROUND

Council received the petition with a total of 109 signatures requesting that Council not proceed with the planting of trees along Main Road Hepburn due to concerns for loss of parking spaces and the dangerous conditions that will be created as residents leave their driveways due to loss of vision.

As part of Council's Asset Renewal Program, a section of Main Road in the Hepburn township was scheduled for Kerb & Channel replacement works to improve safety and drainage.

These works included the replacement of Kerb & Channel and reconstruction and sealing of the roadside parking lane and associated works.

The planting of trees (which was considered associated works) have been placed on hold whilst officers have been in discussions with residents about the concerns raised regarding tree planting.

ISSUE/DISCUSSION

Greening urban streets has many positive impacts for amenity and health and well being.

Without listing all the environmental benefits of planting trees, there are also benefits in increasing the shade canopy of urban street to provide:

- aesthetically pleasing streetscape and town entrances;
- liveable towns that encourage pedestrians;
- summer shade; and
- a calming effect on motorist behaviour.

Recognising this, Council has a rolling annual street tree planting program funded in the budget to undertake new and infill street tree plantings in urban areas.

In addition, Council has Streetscape Plans for Trentham, Creswick, Clunes, Glenlyon, Daylesford and Hepburn. All of these plans identify the benefits of street trees and the opportunities for new street tree plantings and greening our streets.

The principles detailed in these streetscape plans are also applied to the implementation of road upgrade and renewal projects in urban areas.

The completed pavement works in Main Road Hepburn have provided for 8 spaces with timber edging previously installed in the pavement in readiness for the tree planting.

The proposed tree plantings have been positioned to minimise any impact on adjacent property access and to ensure there is adequate parking to meet residential demand. As the trees grow and mature, under pruning will be undertaken to ensure sight lines are maintained for vehicles exiting adjacent properties.

The tree species has also been carefully selected for its suitability on roadsides, its shade canopy, non-invasive root system and use under overhead powerlines.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2017:2021:

Strategic Objective – Quality Community Infrastructure

Key Strategic Activity:

2. Provide great community parks & open spaces by greening our streets, managing tree safety and improving our town entrances, sporting ovals and passive recreation spaces.

Action: Implement an annual street tree planting program to improve township amenity and street tree canopy coverage.

FINANCIAL IMPLICATIONS

The cost for the supply and planting of trees is estimated at \$250 per tree and is budgeted for within the project allocation.

RISK IMPLICATIONS

The placement of the trees has been carefully considered and positioned to not increase any road safety risk concerns. Urban roads and town entrances with road side trees and shade canopy can also have a positive impact on motorist behaviour which can reduce speed and improve road safety.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

There are many environmental, social and economic benefits from planting trees. From removing carbon dioxide in the air to producing oxygen, from providing

habitat for birds and other wildlife to promoting biodiversity all having a positive impact on the environment.

Trees also play a role in absorbing sound and reducing traffic noise, improving the streetscape aesthetics and providing shade to lower level gardens and paved areas for pedestrians and parking areas. These attributes support community health and well being and contribute to a healthy community and also increases property values.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Prior to the commencement of works, Council officers undertook a letter drop of adjacent properties advising of the proposed works which referenced 'reconstruction of kerb, sealing the shoulder, adjustments to driveways as required and associated works'.

The planting of trees was not specifically referenced given this task was considered part of the 'associated works'.

Since commencement of the works, Council has provided ongoing explanation and information about the trees via telephone conversations, many written letters and on-site discussions about the proposed tree plantings. This has also enabled Council to understand and consider the concerns of residents, which were also reflected in this petition.

CONCLUSION

Greening urban streets has many positive impacts for amenity and health and well.

Council has a rolling annual street tree planting program funded in the budget to undertake new and infill street tree plantings in urban areas.

Considering the broader community benefits of street trees, the concerns raised and all the information available, it is recommended that Council proceed with the planting of 8 street trees (Maples) in Main Road Hepburn to complete the asset renewal and improvement project.

OFFICER'S RECOMMENDATION

That Council:

- 11.1.1 Resolves to plant 8 trees along Main Road Hepburn as proposed in the original project plans.
- 11.1.2 Advises the head petitioner in writing of Council's decision.

MOTION

That Council:

11.1.1 Resolves to plant 8 trees along Main Road Hepburn Springs

11.1.2 That Council Officers canvas residents of Main Rd Hepburn Springs and only plant trees where residents are agreeable

11.1.3 Advises the head petitioner in writing of Council's decision.

Amended

Moved: Cr Kate Redwood AM

Seconded: Cr Greg May

Carried

11.2 RECORD OF ASSEMBLIES OF COUNCILLORS

GENERAL MANAGER 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, an 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:

Reported at an Ordinary Meeting of the Council; and
Incorporated in the minutes of that Council Meeting.

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

Date	Location	Committee Name
5 December 2018	Council Chamber Daylesford	Council Briefing
19 December 2018	Trentham Neighborhood Centre	Pre-Council Meeting Briefing

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

11.2.1 That Council receives and notes the Records of Assemblies of Councillors for the month of December 2017.

MOTION

11.2.1 That Council receives and notes the Records of Assemblies of Councillors for the month of December 2017.

Moved: Cr Kate Redwood AM

Seconded: Cr Sebastian Klein

Carried

ATTACHMENT 1 - 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, 5 December 2017
Time: 9:30am – 3:55pm

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 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 checked="" type="checkbox"/> CEO Aaron van Egmond	<input checked="" type="checkbox"/> Other, please specify:
<input checked="" type="checkbox"/> GM Corporate Services Grant Schuster	Steve Millard Manager Strategic Asset
<input checked="" type="checkbox"/> GM Community Services Kathleen Brannigan	Management, Amanda Western Manager
<input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas	Community & Economic Development,
	Trafford Thompson Manager Finance & IT,
	Nate Perry Cultural & Community
	Development Officer, Justin Fiddes Manager
	Planning, Melissa Phillips Environmental
	Health Coordinator, Lisa Sparkes
	Environmental Health Officer, Katherine
	Toom Coordinator Governance &
	Information

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:

GM Corporate Services Grant Schuster

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 5 DECEMBER 2017

5 December 2017
 Council Chamber, Daylesford Town Hall
 9:30 pm – 2:45pm

INVITED:

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

CHAIR: Mayor John Cottrell

APOLOGIES:

No	Time	Type	Agenda Item	Presenter	No
1.	9.30am	Discussion	Briefing Room Layout Options	GM Corporate Services	Page 3
2.	9.45am	Presentation	Kerbside Collection Services Review	CEO and Cameron Duthie	Page 4
3.	10.15am	Report	Community Grants - December Recommendations	GM Community Services	Page 5
4.	10.30am	Report	International Organisation of Booktowns and Regional Creative Event	GM Community Services	Page 7
	10.45am	Break			
5.	11.00am	External Presentation	Regional Centre for Culture Program –External Presentation	Manager of Community and Economic Development	Page 12

CONFIDENTIAL

► COUNCILLOR BRIEFING AGENDA
TUESDAY 5 DECEMBER 2017

No	Time	Type	Agenda Item	Presenter	No
6.	11.30am	Presentation	2018-2019 Budget and Long Term Financial Plan Approach	Manager Finance and IT	Page 14
	12.30pm		Lunch		
7.	1.00pm	Report	Draft Reconciliation Action Plan	Community and Cultural Development Officer	Page 15
8.	1.30pm	Report	Public Art Policy Review	Community and Cultural Development Officer	Page 31
9.	1.45pm	Presentation	Municipal Public Health and Wellbeing Plan	Coordinator Environmental Health and Environmental Health Officer	Page 45
10.	2.00pm	Report	New Child Safe Policy and Statement of Commitment	GM Corporate Services	Page 46
11.	2.15pm	Presentation	Creswick Swimming Pool Consultation and Scoping	GM Community Services	Page 56
	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: Pre-Council Meeting Briefing
 Date: Tuesday, 19 December 2017
 Time: 3:50pm – 4:45pm

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 type="checkbox"/> Cr Sebastian Klein | |

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 Corporate Services Grant Schuster | Manager Planning Justin Fiddes, Lisa Sparkes |
| <input checked="" type="checkbox"/> GM Community Services Kathleen Brannigan | Environmental Health Officer |
| <input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas | |

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned
Cr Henderson	4:41pm – 4:45pm

Matters Considered: Council Meeting Agenda Tuesday, 19 December 2017

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 Corporate Services Grant Schuster | |
| <input type="checkbox"/> GM Community Services Kathleen Brannigan | |
| <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)

Nil

13. COUNCIL ADVISORY COMMITTEES

Nil

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:

- (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)(h) any other matter which the Council or special committee considers would prejudice the Council or any person;
- Australia Day Awards

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)(h) any other matter which the Council or special committee considers would prejudice the Council or any person;*
- *Australia Day Awards*

Moved: Cr Kate Redwood AM

Seconded: Cr Sebastian Klein

Carried

The meeting was closed to the public at 6.33 pm

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 Kate Redwood AM

Seconded: Cr Fiona Robson

Carried

Public were invited back at 6.38pm

16. CLOSE OF MEETING

The meeting closed at 6.38pm
