



HEPBURN SHIRE COUNCIL

MINUTES OF ORDINARY MEETING OF COUNCIL

TUESDAY 19 MAY 2009

**DAYLESFORD TOWN HALL
76 VINCENT STREET
DAYLESFORD
7PM.**

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Hepburn Shire Council Ordinary Meeting of Council

MINUTES

TUESDAY 19 MAY 2009

**Daylesford Town Hall
Vincent Street, Daylesford
Commencing 7pm.**

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1. WELCOME TO COUNTRY:

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: 7.07PM

PRESENT: Mayor, Cr Bill McClenaghan; Deputy Mayor, Cr Janine Booth; Councillors Jon Barrell, Tim Hayes, Don Henderson, Sebastian Klein and Rod May

IN ATTENDANCE: Chief Executive Officer Kaylene Conrick; Acting Director Infrastructure and Development Andrew Bourke; Manager Finance John Traill; Manager Community Services Martin Walmsley; Manager Governance and Information Matthew Morgan.

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: Nil

4. DECLARATION OF CONFLICTS OF INTEREST: Cr Klein declared an interest in Item 7.2 re the Renaming of Wolff’s Lane Trentham. Cr Janine Booth declared an interest in Item 12.1 re the Doug Lindsay Reserve Committee.

5. CONFIRMATION OF MINUTES:

Motion

That:

- 5.1.1 *The Minutes of the Ordinary Meeting of Council held on 21 April 2009 (as previously circulated to Councillors) be confirmed as required under Section 93 (2) of the Local Government Act 1989.*

Moved Cr Jon Barrel

Seconded Cr Janine Booth

Carried

6. PRESENTATIONS:

6.1 DAYELSFORD INFORMATION CENTRE

Presentation of Certificate of Appreciation from the Arthurs Creek and Strathewen Fire Brigade.

6.2 PRESIDENT RAMOS HORTA'S PAINTING

Presentation to the people of the Shire of Hepburn of painting gifted to President Ramos Horta during his visit in 2004.

7. PETITIONS:

7.1 PETITION – REMOVAL OF PRAYER FROM COUNCIL MEETINGS

(A/O – Manager Governance and Information)

File Ref: 16/18/01

Introduction

Council received two petitions at the April Meeting of Council held in Trentham which related to the retention of a prayer at the beginning of Council Meetings. In accordance with Local Law No. 1, Council resolved to receive the petitions and allow them to lie on the table for a month. The petitions are now presented for consideration by Council.

Report

The first petition was received from the Congregation of the Anglican Parish of Daylesford and expressed the undersigned's disappointment and disapproval of the removal of the prayer from Council meetings and requested that the prayer be reinstated. The petition referred to 2001 Census data and stated that 68% of Australians declared themselves as Christians.

The second petition received, which was signed by 170 individuals, simply stated that the undersigned wished to make it known to the Mayor and Councillors that they wish to retain the prayer prior to Hepburn Shire Council Meetings.

In addition to the two petitions that were received, Council received two submissions through the Local Law No 1 – Meeting Procedures and Common Seal Local Law consultation process – again requesting that the prayer be restored to Council meetings. Further to this, another three letters from members of the community have been received requesting the reinstatement of the prayer.

There is no legal requirement for Council to open its meetings with a prayer.

Relevant Policies / Council Plan implications:

Nil

Community / Engagement / Communication / Consultation:

Council has been received feedback through petitions, submissions and letters on the issue of the prayer being removed from Council meetings.

Financial Implications

Nil

Motion

That Council:

- 7.1.1 *Thanks the petitioners, but that Council uphold its current arrangements with regards to not opening Council meetings with a Christian prayer.*

Moved Cr Jon Barrell

Seconded Cr Rod May

Carried

Cr Bill McClenaghan asked that his dissent be recorded.

7.2 PETITION – RENAMING OF WOLFF LANE TRENTHAM

(A/O – Manager Finance)

File Ref: 58/02/03

Having declared a conflict of interest in Item 7.2, Cr Sebastian Klein left the Chamber at 7.24 PM.

Introduction

The Council has responsibility for the naming of roads and streets within the

Municipality. A petition was tabled at the Council meeting on 21 April 2009 requesting that Council rename Wolff Lane, Trentham to Bakery Lane. In accordance with Local Law No.1, Council resolved to receive the petition and allow it to lie on the table for a month. The petition is now presented for consideration by Council.

Report

Council resolved on 18 November, 2008 to name the un-named section of laneway between High Street and Albert Street, Trentham as Wolff Lane.

The following submission containing 121 names (51 residing outside of Hepburn Shire) was tabled and received at the Council meeting held on 21 April 2009:-

“Please support us to ensure our laneway is named Bakery Lane, not Wolff Lane as proposed by Hepburn Shire Council”.

The petition goes on to say:-

“The town’s bakery has operated in this laneway since 1866. While John Wolff was the first baker, he has been followed by four other baking families, including us. We are the only dwelling or business operating from the laneway and hence have the greatest stake in its name. “Bakery Lane” informs people of the laneways primary purpose for the last 140 years and will help visitors locate Red Beard – winners of the best food business in the Hepburn region in 2008 and surely worthy of our Council’s support. We are living history not dead history.”

The laneway is now officially Wolff Lane however Council may rename this laneway if it considers the petition has merit and that Bakery Lane would be a more appropriate name. This would involve a statutory process similar to that of naming an un-named road. The proposed name would need to be advertised in the local paper calling for submissions in accordance with section 223 of the Local Government Act. Council would then consider any submissions made before making a decision on the proposed new name.

While Council has power to name roads, it must when exercising this power, act in accordance with guidelines (Geographic Names Victoria – GNV) provided by the Registrar of Geographic Names.

What is encouraged when allocating a name:-

- As far as possible, ambiguity and potential confusion should not occur.
- Names must be locality unique (preferably shire wide unique).
- Consider if adjoining properties will be accessed from and numbered to the road.
- Consultation – advertising and writing direct to people most effected.
- A name should be relevant to the area – have some historical link, relate to a geological or topographical feature or perhaps have a locally known name.

- Names should be written in *Australian English**; preferably not exceeding 25 characters, easy to pronounce, spell and write. (*Australian English is defined in the Macquarie Dictionary – *the dialect of English which is spoken by Australians. It is characterised by particular accent, lexis and idiom.*)
- Indigenous names may be adopted if the name is appropriate to the locality, provided relevant indigenous groups are consulted and there is agreement to the proposed name.
- If a directional or similar device is to be used to define road extremities, it should be used as a suffix – e.g. Palmerston Road West.
- If a number is to be included, it should be written in full – e.g. Ten Mile Road.

What is discouraged:-

- Roads should not be named after a trade or commercial enterprise and preferably not a living person. (There may be exceptional circumstances where it is appropriate for a living person's name to be used.)
- A name should not be derogatory or offensive on the grounds of race, ethnicity, religion or gender.
- Road name prefixes should not be used – e.g. North Glenlyon Road.
- The apostrophe should not be used in names indicating the possessive case – e.g. Richardsons Lane. This gives consistent matching and retrieval of names in database systems, especially for emergency services use.
- Avoid similarity of names in the same or immediate area – e.g. White Street and Whyte Street.

The report presented to Council on 18 November 2008 indicated that there was strong support for both Bakery Lane and Wolff Lane, both were then considered against the Geographic Names Victoria guidelines. Bakery Lane was considered a trade name and therefore should be discouraged while Wolff Lane because of its historical link should be encouraged. Wolff Lane was subsequently recommended and adopted by Council.

The information provided within the petition does not offer any new information that, when assessed against the Geographic Names Victoria guidelines, warrants the renaming of Wolff Lane to Bakery Lane. It is therefore recommended that the petition be denied.

Relevant Policies / Council Plan implications

The Local Government Act 1989 gives the Council powers (Section 206) in relation to naming roads. When exercising this power, we must act in accordance with guidelines (*Geographic Names Victoria –GNV*) provided by the Registrar of Geographic Names. The Registrar has the responsibility to record changes in the Vicnames Register as road names are a critical component for Emergency Service Organisations.

Community / Engagement / Communication / Consultation

Not applicable

Motion

That Council:

7.2.1 *Defer the matter for one month.*

Moved Cr Don Henderson

Seconded Cr Jon Barrell

Carried

Cr Sebastian Klein returned to the Chamber at 7.25pm

8. NOTICES OF MOTION:

8.1 DAYLESFORD & DISTRICT COMMUNITY BANK



NOTICE OF MOTION

Date: 12 May 2009

File Ref:

DAYLESFORD & DISTRICT COMMUNITY BANK

Motion

That:

8.1.1 *Hepburn Shire Council offer to provide a short term interest free loan of up to \$10,000.00 to the Daylesford & District Community Bank Committee to assist the funding of a feasibility study of the Daylesford & District Community Bank to be repaid within 12 months of the loan being made.*

Background

A Committee has been formed in Daylesford to pursue the formation of a Community Bank. The Committee is seeking Council support to facilitate a feasibility study.

On Tuesday 5 May Ms Chris Sedgman and Mr Jim Christie on behalf of the Daylesford & District Community Bank Committee made a presentation to Council detailing the committee's plans to pursue the setting up of a community bank in Daylesford.

The process of setting up a community bank would include a number of steps, including:

1. Seeking pledges to the value of \$750,000
2. Conducting a feasibility study
3. Collecting pledged funds
4. Leasing premises, and setting up and opening for business.

The process from seeking pledges to opening for business can be as short as 12 months.

A key component of the community bank is that members of the community can hold shares in the bank and are entitled to a share of the profits once the bank is established. A certain amount of profit is also reserved for return to the community via a community grants program.

The feasibility study is likely to cost between \$3000 - \$15,000. These funds are required to be paid out prior to the collection of the pledged money.

The Committee has requested Council provide support for the Daylesford & District Community Bank project. Specifically, the committee requires support to fund the feasibility study.

The provision of a short term interest free loan would have little impact on Council's cash flows if repaid within 12 months.

Councillor Name:Jon Barrell.....

Councillor Signature:



.....



CEO Signature:

Moved Cr Jon Barrell
Seconded Cr Rod May

Amendment moved

That:

8.1.1 Hepburn Shire Council offer to provide a short term interest free loan of up to \$10,000.00 to the Daylesford & District Community Bank Committee to assist the funding of a feasibility study of the Daylesford & District Community Bank to be repaid within 12 months of the loan being made, subject to provision of personal guarantees from the members of the organising committee or proposed directors individually indemnifying Council.

Moved Cr Tim Hayes
Seconded Cr Janine Booth
Amendment carried
Motion incorporating amendment carried

9. PRESENTATION OF REPORTS:

To be presented at meeting.

Mayor's Report:
Cr Bill McClenaghan, Holcombe Ward

It has been another very busy month with no end in sight. Much has been done to prepare and present our new draft Council Plan to meetings around the Shire and in Melbourne. I attended information sessions in Clunes, Daylesford, Trentham and Drummond with the record attendance being 32 people at Drummond. We also presented to the Hepburn Health Service at an evening meeting.

Other events attended include;

- the Glenlyon Art Show on 24th April.
- ANZAC Day in Daylesford and Hepburn Springs.
- Booktown on 2nd May to a function to thank sponsors called "Martinis with Moorhouse".
- Glenlyon Progress Association on 4th May.
- Creswick Interpretative Centre opening with the Federal Minister for Tourism, the Hon Martin Ferguson and Catherine King on Friday 8th May.
- New Residents Welcome function at the Daylesford Neighbourhood House on Sat 9th May.
- Two Ward Meetings, one in Creswick on 11th May and the other regular monthly Holcombe Ward Meeting yesterday.
- A Volunteers Thank-You Function on Thu 14 May during Volunteers Week.

- Trentham Business Project Launch on Fri 15th May with TRATA.
- Launch of a new Green Corps project in Creswick yesterday with the Federal Minister for Employment Participation the Hon Brendan O'Connor MP and Catherine King MP. The group of 17 – 20 year olds will work on the Great Dividing Trail between Ballarat and Castlemaine.
- Today was a launch of the Creswick & District Carers Support Group and I attended with Crs. Booth & Henderson as well as Catherine King and numerous local members of the carers community.

On 29th – 30th April, a Local Government Ministerial Forum was held in Melbourne to which Mayors and CEOs were invited to meet together and also with various State Government Ministers. The forum was sponsored chiefly by the Minister for Local Government, the Hon Richard Wynne, MP who addressed the Forum on the new provisions of the Local Government Act and sector affairs in general. This was an excellent opportunity to hear directly from numerous State Government Ministers and put points of view to them.

One of the points made by several of us and picked up on was the plight of small rural Shires that are only marginally viable and struggling to make ends meet. I also raised the issues of the Farming Zone and other new Rural Zones with Minister Madden who agreed that one size definitely does not fit all applications in the Farming Zone. The Forum was an excellent State & Local Govt. information interchange and heads up on where the grant money is to be found. I attended a breakout discussion group on Financial sustainability and governance on Day 2 and joined with other Mayors in engaging the State Government on our own special issues.

The Future of Local Government Summit was held in Melbourne the following week between 6th & 7th May. There was a strong community emphasis and a clear focus on good governance. A pivotal message to Councils in difficulty was “Innovate or Perish”. New innovative ideas were outlined by expert speakers from the UK, USA and New Zealand which is very much leading the way in local government.

- From Kalamazoo USA, where many traditional industries have gone to the wall recently, came new ideas for a new age industrial rebirth and a revamped education system incorporating the “Kalamazoo Promise” whereby every student who graduates from High School gets a free College education. This is attracting many families to the area and new industries are opening up returning economic prosperity at a time of global crisis. “Southwest Michigan First” is a program that is worth further investigation by this Council.
- From Auckland New Zealand came many ideas from the Royal Commission into restructuring local government and also a model for developing towns and regions into “gems” shaped like perfect diamonds. Given a model where one point of the diamond represents peak Liveability (10 points), another peak Employability (10 points), another peak Investability and the fourth peak Visitability, how would all of our towns in Hepburn Shire rate (1 to 10) on these scales? We would have much to learn from following this strategic model in our Council Plan.

- From the UK came many strategic models for strategic local government, innovation and civic leadership. Innovation was seen as paramount to surviving the current crises and the need to push the boundaries in civic leadership, new visions of community leadership and innovation and the need to be outstanding with gifted management in local government. A caution was sounded against having too many targets and any “best practice” scenario whereby the goal should be “relevant” practice or what works best for your Shire.

There is just too much to mention in this report except to say that many of the ideas should be followed up and considered for strategic incorporation in Hepburn Shire.

I recommend close examination of the following websites;
www.idea.gov.uk and www.southwestmichiganfirst.com

Councillors' Reports:

Cr Jon Barrell, Birch Ward

The ARC Advisory Committee met on 4th May 2009. Current utilisation rates, completion of a small landscaping project, more formal donor acknowledgement, some minor building issues and access for squash were among the times discussed. The operators, YMCA, were pleased with initial Health Club (gym) user numbers.

The next Wombat Hill Botanical Gardens Advisory Committee Meeting has been deferred to 02/06/09 to allow further investigation of Water Re-Use Projects (as Central Highlands Water appear to have withdrawn their previous undertakings) and to allow proper invitations to the annual meeting with stakeholders to progress the Gardens' 5 Year Plan in time for the upcoming sesquicentenary of the gardens.

I was very distressed to learn of Telstra's ongoing intention to remove virtually every public telephone from Hepburn Shire, despite determined lobbying by fellow Councillors & myself. Telstra apparently allege that very few, if any, members of our community formally complained, thus Council's complaints appear to have fallen on deaf ears, despite Telstra's change of CEO. Council intends to ask Telstra to provide formal documentation of the level of feedback that they did or did not receive. I witness users in Hospital St phone box almost daily & I have photographic evidence of same. I would support the community making further protests on this matter.

On Thursday 14 May, 2009, I attended the breakfast meeting of the Daylesford & District Business Group (DDBG). Subsequently I forwarded a letter to The Hepburn Shire Advocate entitled “Where were all the business people?” I understand the letter may be edited before publication, hence for the record I shall attach a full copy to my Councillor report. My purpose was to encourage greater participation from all forms of local business (retail, agriculture, tourism, industry, services and other) in local policy development and implementation.

Where were all the business people?

On Thursday 14 May, 2009, I attended the breakfast meeting of the Daylesford & District Business Group (DDBG), primarily as a director and part-owner of Springs Medical Centre, and as a member of the DDBG. The meeting was attended by 20 or so local business persons, 4 Hepburn Shire Councillors, and the Chief Executive Officer of Hepburn Shire Council.

I was impressed with the draft policies tabled by the DDBG which included

- align Council planning and business development,
- develop the local economy by purchasing locally,
- encourage 'exports' which bring new money into the local economy, and
- attract new business to the Shire.

Guest speaker, The Honourable Mr Joe Helper, Member for Ripon, local resident, & Victorian Government Minister for Agriculture & Small Business

- detailed his views on small business,
- mentioned a range of government initiatives available to assist small business especially in rural areas (including a 'skills for growth' employment program), and
- described his recipe for successful rural communities, emphasizing the importance of growth and livability.

I wondered why more local business persons were not present to network with each other, meet and engage with the Minister for Small Business, and increase their awareness of opportunities to participate in the development of local and state policies. Some may have been unaware of the meeting. However I expect that all financial members of the DDBG were well informed. I recall that the annual subscription fee to DDBG is very modest.

As a new Hepburn Shire Councillor, I have learned that many individuals and groups are keen to seek Council support or action on a range of matters. And Council has received a wide range of submissions, including a number from the increasingly better co-ordinated local tourism sector.

In this context Tourism Victoria plans to spend in excess of \$7million dollars promoting our region, Tourism Victoria and Hepburn Shire Council will support new tourism infrastructure in our region, and Hepburn Shire Council does and is likely to continue to provide a range of economic development services to new and existing businesses.

And yet our broader local general business community does not seem to me to be as well organized or connected as the more vocal and more readily identifiable tourism sector.

Are there businesses and service providers in our region that do not benefit in some way from tourism?

Are there tourism operators in our region who do not utilise local businesses and service providers in some way?

I suspect that business, service provision, and tourism have much more in common than they have differences. And I note that these interests within several of our local communities seem well represented by organisations such as the Creswick District Development Association (CDDA), Trentham Residents And Traders Association (TRATA), & Clunes Tourist & Development Association (CTDA).

I believe that the Hepburn (Shire) Regional Tourism Association (HRTA), Hepburn Shire Council and others have worked hard to develop and promote 'Destination Daylesford' (a brand name for the tourism campaign) that benefits many service providers, businesses and tourism interests across the whole of Hepburn Shire.

So, where were all the business people?

I encourage all of the business sectors of Hepburn Shire (agriculture, industry, service, tourism, retail and any others), and especially those of Daylesford and Hepburn Springs, to meet & communicate more regularly and more formally, sharing their knowledge and ideas, spreading the load of promoting and advocating for their strategies with a stronger, more cohesive, and more representative voice, and thus delivering greater benefits to a wider portion of our communities.

Cr Rod May, Birch Ward

I attended two presentations of the council plan, one being in Daylesford and the other in Moonee Ponds. Issues arising from each meeting are included in submissions to the plan.

I attended a business breakfast last week which hosted a presentation by Daylesford and District Business Group and Minister Joe Helper. A very useful initiative to explore and develop business development was launched by the group

I attended a program of the Conservation Volunteers Australia in Creswick which sees a number of young people engaged in green collar work developing skills in a variety of practical areas in their work on the Central Victorian Trail.

On 28th April I joined over 150 shareholders and community members gathered at the Daylesford Town Hall for the inaugural Annual General Meeting of Hepburn Wind, to show their support, to hear updates on progress and to elect new members to the Board.

At the very positive gathering, attendees heard Chairman Simon Holmes à Court report on the project's progress since the public share offer closed in December.

- Despite the economic crisis, \$4m was raised last year from over 700 local and interstate investors on top of the \$975,000 previously committed by the State Government.

- Bendigo Bank has recently agreed to provide debt finance of \$2.75m. This leaves the project with around two thirds of its capital secured.
- Discussions with a turbine supplier have indicated that, provided the remaining funding is available soon, the project could be completed by mid 2010 — or possibly earlier.
- Positive negotiations have been held with large private investors.

After a member raised the possibility of increasing their investment, a show of hands confirmed that at least half of those present were considering further investment in the project.

This is an important development for our shire and its ongoing success is important for our future as a local government and as a community.

Cr Tim Hayes, Cameron Ward

The past month has indeed been very busy with a series of meetings relating to the Council Budget and Council Plan process.

The series of community consultation meetings organised in respect of the Council Plan have, in the main, been well attended. Around 26 people attended the Clunes meeting on 22 April and the comments emanating from this meeting were very constructive. Likewise the meeting held for non-resident ratepayers at Moonee Ponds on 4 May was well attended and all in attendance were very appreciative of the fact that 'we went to them, rather than they having to come to us'. It was a worthwhile exercise and I congratulate the CEO for this initiative.

The Central Highlands Regional Library Corporation also met on two occasions to consider its budget and I am pleased to advise that the budget provides for a much needed increase in funding for lending materials and to maintain its liquidity position at 100%. Over the next nine months the Corporation, in consultation with its member councils, will be undertaking a review of how library services will be provided across the region and I look forward to receiving a report from Council Officers as to how the services in Clunes, Daylesford, Creswick and Trentham can be rationalised to the extent that they not only become more cost effective, but improved.

As Councillors are aware this process has already commenced in Clunes with a view to that library service being co-located with another service in the township.

Once again, the Anzac Day parade in Clunes was very well attended and at the service held in the Town Hall after the March three young citizens gave inspiring addresses about what Anzac Day in Clunes means to them.

Back to Booktown held on the weekend of 2 & 3 May was an outstanding success with attendances estimated at 16,000. Book traders, local traders and local community organisations have all reported good results over the weekend. A positive outcome is that La Trobe University has approached the Committee

to undertake a study of next year's event to determine the social and economic benefits of 'Booktown'.

Can I conclude my report by informing Council of my feelings of deep regret at the passing over the weekend of Mr George Yates, Chairman of the Clunes Bottle Museum complex? George was one of nature's gentleman and a recognised authority on the collection and conservation of antique bottles – he will be missed greatly at the museum.

Cr Janine Booth, Creswick Ward

I welcome the opportunity to attend a number of meetings and events representing Creswick Ward and Hepburn Shire over the past month.

As previously indicated by fellow Councillors, this month has seen a round of Council Plan meetings in various locations across the Shire. I have attended the Clunes and Creswick meetings and I also attended a new initiative for Hepburn Shire Council a metropolitan meeting for non-resident ratepayers at Moonee Ponds and was interested to receive feedback and hear the views of 18 non-resident owners who attended. Those attending indicated their appreciation for the opportunity to learn more about and have input into Councils vision for the future.

I was asked to officially open a new Craft Shop in Clunes. This new venture is operated by a Community Co-operative with 15 members which provides local artists and crafts persons an outlet for their craft in return for being rostered on to work in the outlet. This is a great example of Community enterprise and supports community building, networking and exchange of skills amongst the participants and provides another tourism outlet to visit in Clunes.

As Councils representative I attended a meeting of the Recreation Advisory Committee where the Victoria Park Group did a presentation to members for the proposed function/Clubroom facility. Recreation Committee will meet again in order to consider possible recreation budget implications should a Sport and Recreation funding application be forthcoming.

To celebrate and acknowledge Volunteers Week, I attended Council's function for Volunteers to acknowledge and thank volunteers across the Hepburn Shire for their enormous contribution to the liveability of our Communities. Although not well attended those present were treated to an inspiring presentation by Mary-Faeth Chenery one of our most dedicated Community Volunteers on the benefits of Volunteering. Yesterday I attended the launch of the Conservation Volunteers Green Corps/Parks Victoria project. This is a great example of how these partners can combine to provide meaningful work and develop skills for young unemployed people in our area. Participants will gain skills and knowledge in landscaping and revegetating walking trails along the Great Dividing Trail across Hepburn Shire as well as learning skills such as GPS Navigation and basic first aid training.

I attended, and congratulate the Clunes Community and Booktown Committee on another successful year for their Booktown Event. Run over two days the event attracted thousands of sight seeing book bargain hunters to our region who then travelled across our Shire further spreading the financial benefit of such an event far beyond the township of Clunes.

This event no doubt contributed to the large number of visitors dropping into our new Creswick Interpretive Centre over that weekend and I was present later that week on May 8th when the Federal Minister for Tourism and employment Martin Ferguson officially opened our new Centre. Of course this was really our 3rd opening having already had a sneak peak business opening in mid April and a community volunteers open day in late April. My Community has embraced this exciting new opportunity and 20 new volunteers, myself included, are joining the existing volunteers and are undergoing an extensive and rigorous induction program to equip us with the necessary skills and expertise that will see our Centre staffed 7 days a week and well on the way to VIC accreditation.

Cr Don Henderson, Creswick Ward

During the past month I have attended meetings regarding considerations of budget, council plan and briefing sessions as well as meetings with residents. There have been meetings of the Heritage Committee which is comprised of representatives from all parts of the Shire.

I also attended the Creswick Development Committee where the review of the Community Plan was discussed as was the possibility of a name change to avoid confusion with other community organisations. It was thought that the name and new thrust could give rise to more community inclusiveness.

I attended the Dawn Service at Creswick and the full service later in the morning and shared the laying of the wreath with Cr Booth on behalf of our community. I also spent the afternoon with old diggers at the RSL hall for a sing along and chat. This Mr Mayor was the highlight of my month.

I attended openings and events touched upon by yourself and other speakers and I will not bore you with a repeat. I will make mention of the \$2.2million from the Federal Government to the DLLR and this will be a great help to our community.

Thank you.

Cr Sebastian Klein, Coliban Ward

Trentham has been working hard – following the community planning open space session and the first projects crystalising from this process.

The dust has settled on the Trentham art and craft show – \$6000 for TRATA – renowned amongst artist as the best small, rural art show. Saw hundreds of visitors to Trentham.

Spud fest preparations, no Irish consulate – but Minister for Agriculture and Small Business.

Which leads me to mention some extra study I've done with an assignment into potato blight; this extra curricula research relates to the role of potato blight in the potato famine – it seems to me that some great correlation exists between the relationships of pre-famine Ireland to England and that of Trentham to the Hepburn Shire. Both peoples forced to subsist on land taxed incredibly only to have their rates transferred to far-flung corners of the domineering empire to pay for high-faluting projects, while they are left to fend for their own selves and safety as though they are the bunion upon the bunion of the shire.

ANZAC day, an important day to Trentham hauntingly and movingly celebrated in the early morning mist of Trentham.

Glenlyon art show, vibrant art community driving forward, independently representing their towns.

Council's four year plan was well received at the Trentham meeting and constructive feedback shows just how far Trentham/Council relations have come.

A meeting for the Trentham community garden showed the widespread support for this project in the town and the willingness of residents to back something with such clear benefits to the community. It has been one of the warmest and most proactive groups I have come across in Trentham. This group holds a cultural tradition – that is gardening and horticulture, that I am reassured is a wholly beneficial one and it was an honour to speak at this event.

Dinner with the HHS was a fine affair with councillors strutting their stuff to the HHS board. More engagement and cooperation between different groups and businesses in the community will be welcome and needed as we move towards meeting the global challenges at hand and in efforts to support the prosperity of our communities in the face of climate change, GFC and peak oil.

Budget sessions have been eye-opening and it has been interesting to see the cost of walking the talk in regards to our council plan, I am reminded however of how many items in this plan do not require money at all. I am also reminded of the value of community planning in regards to achieving funding for your community.

A community capitalism seminar at the MAV offices in Melbourne gave an interesting perspective as to ways that a region can support itself economically and in terms of education and development.

DDBG – good to hear of how our communities are supporting themselves.

Business support project – Trentham activating their business potential.

Sunday night finally saw the opening of the Cool Country Tavern. And Trentham was out in force to support this step forward in Trentham's social and business lives.

Historical society, forests and logging tales.

Motion

That Council:

9.1 *Receive and note the reports of the Mayor and Councillors.*

Moved Cr Rod May

Seconded Cr Don Henderson

Carried

10. PUBLIC PARTICIPATION TIME:

Community members are invited to submit written questions prior to 12 noon on the day of the Council Meeting. Questions received will be read and answered at the meeting as long as the author of the question/s is in attendance at the meeting and the question/s are not offensive or otherwise in breach of the principles defined in Council's Local Law No. 1 - Meeting Procedures and Common Seal Local Law. If time permits, the author may be permitted to ask a verbal supplementary to further clarify the response from Council. Some questions of an operational nature may be responded to through normal administrative procedure.

If you have questions about specific items in this Agenda, Council encourages you to submit a question in writing to the Chief Executive Officer prior to 12 noon on the day of the meeting.

10.1 Submitted by Susie Spence, Secretary, Trentham and District Historical Society:

Last year the Historical Society of Trentham submitted a suggested name for an unnamed lane in the town of Trentham. Wolff's Lane was our choice, in order to record John Wolff's considerable contribution to the building of the shops in Trentham, and his life here as the major business man of the times, owning the general store, the butchery and the bakery. Our recommendation was accepted. Now there is a petition to rename the Lane "Bakery Lane". We would like to point out that although the oven was down the lane, the bread was always sold through the shop, built by Mr. Wolff, on High Street. If it is thought necessary to change the name, the Historical Society would prefer the choice of McKenzie's Lane, as the McKenzies took over the General Store in the 1930s. We would like to draw to your attention that if "Bakery Lane" is chosen as the new name, that could be seen as detrimental to the other bakery that has been in business for considerably longer than the Red Beard, and is situated around the corner in the High Street.

If there is a change of name to "Bakery Lane" would the Council be prepared to place a plaque in the lane telling of John Wolff's contribution to the town of Trentham? The Historical Society has no objection to a sign pointing to the Red Beard being attached to the post saying Wolff's Lane, to fulfil their commercial interests.

Mayor, Cr Bill McClenaghan responded:

Council has earlier tonight considered the petition which seeks to rename Wolff's Lane to Bakery Lane, with the matter being deferred for one month. By way of background I refer you to the Council officer's summary of the consultation process already taken with regards to the renaming of Wolff's Lane.

10.2 From Bob Kennedy (Glenlyon Recreation Reserve):

When I was appointed to the "Committee of Management" of the Glenlyon Reserve (Sec. 86), this committee I have "chaired" since that time. To help the running maintenance of the reserve I was issued from the Council a "Community Incident /

Hazard Report” book. This I have been filling out and forwarding to the Council officer as I am told to do. But I find this a waste of my time and effort as only a very small few items are sorted out. Below is three examples:

Damaged foot bridge	Oak Trees	Safety Covers Axeman Yard
14-10-05	17-10-05	2-4-08
3-1-08	3-1-08	
11-12-08	11-12-09	
Action nil!!	Action nil!!	Action nil!!

I ask, why am I wasting my time with these reports if nothing happens. Please explain,

Chief Executive Office Kaylene Conrick responded

It is important that Council has effective and efficient processes in place to deal with risks and hazards as they are identified. Your query will be followed up and we will report back to you with regards to the notifications that you have lodged and the resulting actions.

10.3 From Bob Kennedy:

On 17 Feb 09 at the Ordinary Meeting of Council”, at the town of Clunes, I spoke to our Council CEO re all council work vehicles being marked as council vehicles (not magnetic signs). As yet I have not noticed any movement towards this happening. Since that time a company I am involved with has painted both doors on our 200 delivery trucks.

I ask is the Council going to mark the council work vehicles with the council logo or not??

Will the written answer I will receive be the same as I’m told tonight?

Chief Executive Office Kaylene Conrick responded:

Council has arranged for magnetic signs to be installed on some vehicles. These signs are currently being produced and will be installed on vehicles as determined by the CEO.

10.4 From Christian Wild, postal box Daylesford:

Madame CEO states that “Council does care about your (my) views and opinions” (Letter dated 23 April 2009).

How is that caring demonstrated? i.e. How is caring manifested in the real practical sense?

Please point out examples of where Council has changed / modified any policy, objective, opinion, agenda item, decision, “law”, understanding or principle due to its caring about and thus integrating my views, opinions and wishes.

If this has not occurred how am I then being represented by Council (supposedly of body of representatives – those who represent members of the community)?

Mayor, Cr Bill McClenaghan responded:

- Council demonstrates that it cares about the views of the community through engaging in consultative processes. This commitment is outlined in the Draft Council Plan.
- Council tonight is hearing 15 people speak in support of their submissions.
- Council does not always alter outcomes based on the views of an individual or a community. At times, Council is required to take a leadership role, rather than being populist. On other occasions, Council does listen and integrate the views of a small number of people or the broader community into decisions and outcomes. It must also consider and weigh the differing views of many people.
- As an example of this, Council just recently made a Local Law which incorporated amendments and alterations based on feedback from the submission process.
- Other policies and strategies have also been founded on community input and surveys, such as the Positive Ageing Strategy which Council recently adopted. The Council Plan will be finalised and adopted, and there will no doubt be some changes to the final document as a result of the extensive consultation process that was undertaken.

10.5 From Brenda Blackmore:

On page 34 of tonight's meeting under item 11.4 Budget for the Financial Year 2009/2010, dot point 6, regarding ' initiatives included in this budget are ' - development of asset management plans for roads, bridges and council buildings \$85,000, does this imply that the shire has *never* had an asset management plan for these assets and is this the reason why works such as road widening and associated tree works in Swords Road have not commenced despite being allocated funds in the 07/08 Budget and also the replacement bridge for the Back Glenlyon Road which has still not commenced despite the renewal of bridges at Walls Lane and Butlers Lane which in reality should have been a much lesser priority for replacement as both only access one property each ?

Is this funding allocation to employ a consultant to prepare the plan and if we have never had one, (i.e the plan) why do we need one now?

Chief Executive Office Kaylene Conrick responded:

- Council does have asset management documents for roads, bridges and buildings.
- These documents comprise asset condition assessments for the roads, bridges and buildings.
- These assessments are used to determine the priorities for works on these assets such as reseals, gravel, re-sheets, shoulder sealing, bridge renewal, guard rail

replacement and components within buildings for renewal. (Renewal is where works are undertaken to maintain or replace the current structure or component.)

- Asset management plans include this documentation along with a policy and strategy for these assets.
- The policy and strategy would set priorities for works on these assets based on service levels that the community requires and towards which it is prepared to financially contribute.
- The asset management plans fund allocation is to provide assistance to Council staff in the preparation of these plans which will provide for the long term strategic requirements of Council and the municipality.
- Swords Road is classed as upgrade works (upgrade work is where the asset is improved over and above its current condition) requiring a detailed survey, design and estimate prior to any further progression on this road. These initial works are required in order to identify the vegetation to be removed as requested by DSE officers (as discussed with Council officers on-site) and to undertake a design of the road to comply with the relevant engineering standard.
- Gooches Bridge over Kangaroo Creek on the Back Glenlyon Road was advertised last weekend and works are expected to commence on this bridge in July 2009. Report on tenders will be lodged at the June Council meeting.

10.6 From Mr J G Cooper, postal box Daylesford:

Question 1

As you are aware the annual Glenlyon Food Fare is on us again, what action is Council taking about the illegal parking of cars along VicRoads' controlled gravel verge 1.5 meters outside fog lines? It is illegal to park on this area beside double lines. This is the responsibility of Council and police. Could this be done this year for a change for local and road users. And not pander to tourists and blow-ins.

Chief Executive Office Kaylene Conrick responded:

This question was asked and answered at the Council meeting of 16 September 2009. No further response is necessary.

Question 2

Has any follow up been done about the bell entrance at the end of Ford Street Glenlyon where it meets Daylesford-Malmsbury Road? In 2006 there was a meeting at Glenlyon Store (VicRoads – three councillors – three locals – Andrew Bourke represented Council). VicRoads promised to fix the problem next September – still waiting.

Chief Executive Office Kaylene Conrick responded:

Council will write to VicRoads who are the responsible authority for this intersection seeking information as to their intended actions at this intersection.

10.7 From Mr Michael Cheshire, Clunes:

I would like to submit a question for the council meeting this evening.

I raise this as people in the community are not aware of the details of such a change.

Can the council please clarify the position in relation to the statements that in the Community Plan - "If it is not in the local Community Plan, it will not get Council, support"; and in the Council Plan the same statement was made?

Is this correct and does every item have to be listed or can general listing be sufficient? i.e.: Does every item and building require listing or can a generic term such as "heritage buildings" be sufficient in the plan?

Mayor, Cr Bill McClenaghan responded:

- Community Plans set out the vision for the particular community and outlines priority projects, as identified by the community.
- Community Plans assist both the community and Council to focus its efforts and prioritise how scarce resources might best be used.
- Community Plans are owned by the community and will contain priorities that the community intends to work on in partnership with council alone or as part of other appropriate partnerships.
- Communities may identify specific goals in their Community Plan – for example – “restore the railway station” or more general objectives such as “raise the awareness to ensure sustainable development”.
- Currently in Clunes, our Community Planning consultant is working with local community to finalise the Clunes Community Plan. Feedback has been sought from the community as to their priorities. The consultant has encouraged Clunes residents to have input into the plan and has sought to underline the importance such plans have in helping Council determine priorities. We understand this has been expressed as “*If it is not in the Community Plan, it will not get Council support*”.
- To clarify, when Council is looking to determine projects and priorities in a community it will look to be informed by the Community Plan.

10.8 From Joan and Graeme Rattray, Glenlyon:

When will we get a written reply to our written question put to you on 21st April 2009? As stated in your letter dated 23rd April File ref: 16/18/06 ***a correct written response will be prepared for you.***

Chief Executive Office Kaylene Conrick responded:

This further written response will be forwarded to you shortly.

11. GOVERNANCE AND STRATEGIC MATTERS

11.1 DRAFT COUNCIL PLAN 2009 - 2013 HEARING OF SUBMISSIONS

(A/O – Manager Governance & Information)

File Ref: 16/22/03

Introduction

Council's Draft Council Plan 2009 - 2013 was on public exhibition in accordance with Section 223 of the Local Government Act 1989 for the period from Thursday 2 April 2009 until Wednesday 6 May 2009. Council received 35 submissions on the Draft Council Plan.

Report

Council is required to provide a time for the submitters to support their submissions in person at a meeting of Council as per Section 223 of the Local Government Act 1989, if requested to do so.

Some submissions requested that the submitter be permitted to support their submissions to Council in person.

Subsequently, all submitters have been advised on the date and time for the hearing of submissions and have been invited to attend.

Relevant Policies / Council Plan implications:

Local Government Act 1989

Community / Engagement / Communication / Consultation:

The Section 223 procedure as per the Local Government Act 1989 is a consultative process through which the community can provide feedback to Council, in this case in regards to the Draft Council Plan 2009 - 2013.

Financial Implications

There are minimal financial implications from Council hearing submissions.

Motion

That Council:

11.1.1 *Receive the verbal presentations in support of written submissions that have been presented to Council with regards to the Draft Council Plan 2009 - 2013.*

Moved Cr Sebastian Klein

Seconded Cr Tim Hayes

Carried

11.2 COMMUNITY GRANTS ROUND 2 (2008/09)

(A/O Manager Community Services)

File Ref: 13/14/03

Introduction

The purpose of this report is for Council to consider the recommendations of the Community Grant Applications assessment for Round 2, 2008/09

Report

Hepburn Shire is home to over 300 community groups, clubs and organisations. Most of these are operated or governed by volunteers, usually with little or no paid resources. Council's contribution through the community grants initiative strengthens the work undertaken by communities. Receiving even small amounts of money through the community grants initiative can often enable these groups to conduct their business better, more safely or promote community connection and engagement.

Round 2 Community Grants were advertised on 20 February and closed 20 March, 2009. Apart from advertising in the Advocate and on Council's webpage, three community information sessions were conducted in Creswick (24 February & 5 March) and Daylesford (26 February) that were attended by total of 21 people, an improvement on previous attendance. The funding pool available for Round 2 is \$21,500 made up of \$2,500 Youth, \$2,500 Culture and Arts, \$13,500 Community Strengthening and \$3,000 Small Equipment. Round 2 of 2008/09 received 21 applications.

Assessment Process

Grants were assessed against the following weighted criteria:

1. Project description 10%
2. What the project will address 25%
3. What will the project achieve 25%
4. How the project will be implemented 20%
5. Risk management 10%
6. Financial details 10%

Applications for Culture and Arts grants were assessed by representatives from the Culture and Arts Advisory Committee and Culture and Arts Officer and the Youth Grant by the Youth Advisory Committee.

Small Equipment and Community Strengthening Project application assessments involved two community representatives, one member of the former Hepburn Healthy Communities Advisory Committee and one current member of the Youth Advisory Committee plus the Community Strengthening Manager.

Assessors applied scores from a total of 100 points. These were averaged and each grant was assigned a mean score. Grants not recommended were either

ineligible or failed to address the assessment criteria and provide sufficient evidence.

Due to lower numbers of applications the recommended Community Grant allocation of \$18,148 is less than the budget allocation of \$21,500. The table below summarises the category, number received, amount requested and amount recommended.

Category	Number Received	Amount Requested	Amount Recommended	Available Budget	Underspend
Youth	2 (1 ineligible late)	700	500	2500	2000
Culture and Arts	4	2,000.00	2000	2500	500
Community Strengthening	8	14,200.00	\$12,700	13500	800
Small Equipment	7	3198	\$2,948	3000	52
Totals	21	19,598	18,148	21,500	3,352

It is proposed that the balance of \$3,352 be allocated by the Municipal Emergency Recovery Manager to community bush fire recovery projects.

Relevant Policies / Council Plan implications

Council Plan:

Objective 1.2. Enhance community connectedness, capacity building and leadership.

Hepburn Shire Council Social Plan:

Strategy 2.1. Communication, participation and engagement across the Shire, inclusive of all residents of all ages.

Recreation Plan:

Developing inclusive and active communities

Community / Engagement / Communication / Consultation

The Community Grants Program was widely publicised. In addition to the Hepburn Shire Council homepage and Advocate page, information was sent out to groups via e-mail lists. Applicants are encouraged to contact officers to discuss their proposals to help increase their success with the application process. Community Grant information sessions were also conducted in Creswick and Daylesford.

Financial & Resource Implications Initial & Ongoing

There is a budget allocation of \$21,500 for Round 2 (2008/09) Community Grants.

Motion

That Council:

- 11.2.1 *Award the community grants as recommended in the attachment.*
- 11.2.2 *Approve allocation of the balance of the funds be rolled into the next round of community grant allocations.*

Moved Cr Rod May
Seconded Cr Don Henderson
Carried

ATTACHMENT 1

Community Strengthening Grants Round 2 (2008-09): Recommended

Name of Organisation/Group	Project Name	Requested Amount	Total Project Cost	Recommended Allocation	Project Description
FMYV Productions / Daylesford Young Filmmakers	Fragile Memories, Young Voices	\$1,900	\$34,500	\$1,900	Production of a series of videos contrasting the oral history of the Hepburn Shire community with young people's hopes and attitudes.
Clunes Neighbourhood House Inc	Community Food Preparation/ eating area	\$2,000	\$6,707	\$2,000	To upgrade the food preparation area and eating amenities and conduct community events at the Community Garden promoting health and wellbeing.
Sweet Justice Womens Community Choir (Daylesford Neighbourhood Centre)	Sweet Justice 'Water' CD	\$2,000	\$23,700	\$2,000	To prepare, plan, design, create, produce and distribute a CD for sale to the public with the theme of water.
SWISH (Supporting Women In Strengthening Health) and SWAT (Supporting Women Around Trentham)	"A Fine Balance"	\$2,000	\$13,150	\$2,000	To implement a range of community strengthening strategies to address issues for people aged 35 - 64 often women "sandwiched" by the needs of children and ageing relatives.
Creswick Fridge & Creswick Learning Centre	Thinking for the Future	\$2,000	\$10,200	\$2,000	To gather information about community opinions on climate change and different types of energy and produce a film showing the range of views about climate change and renewable energy.
Rotary Club of Daylesford	Historical Display Board: Three Lost Children's Walk	\$2,000	\$3,000	\$2,000	To design and construct an historical display sign at Three Lost Children Reserve, Daylesford and to restore Memorial Garden (Musk).
U3A Hepburn Shire Inc.	Community Groups Information Seminar	\$800	\$1,340	\$800	For non-profit community groups to participate in a lunchtime seminar to share information about purpose and activities.
		\$12,700	\$92,597		
Total Recommended				\$12,700	

Community Strengthening Grants Round 2 (2008-09): Not Recommended

Name of Organisation/Group	Project Name	Requested Amount	Total Project Cost	Recommended Allocation	Project Description
Spiritual Unity of the Tribes Australia Incorporated Association	Spiritual Unity of the Tribes Gathering	\$2,000	\$15,300	0	Bringing community together as a global village over four days with an emphasis on eldership, leadership, sharing, learning and tolerance. Aiming to strengthen community bonds between peoples of different religions, beliefs, nationalities and cultures.

Small Equipment Grants Round 2 (2008-09): Recommended

Name of Organisation/Group	Project Name	Requested Amount	Total Project Cost	Recommended Allocation	Project Description
Glenlyon Upper Loddon Landcare Group.	Loddon River Biolink Project - Weed Control	500.00	940.00	\$500	Purchase a brushcutter to assist project linking Glenlyon with the Glenlyon Reserve via a trail along the eastern side of the Loddon River.
Creswick & District Preschool	Cubby House for 3 year old kindergarten	500.00	1150.00	\$500	To assist the preschool with the purchase of a cubby house.
Mothers Group at Daylesford Christian Fellowship.	Playing equipment for 3-5 years old.	500.00	500.00	\$250	To purchase suitable toys for "Mothers Group", which meets every Tuesday afternoon.
Daylesford Neighbourhood Centre	Daylesford Men's Shed	500.00	558.45	\$500	To comply with OH&S requirements acquire safety equipment: a suitable First Aid Kit and two fire extinguishers (chemical & water).
Friends of Creswick Park Lake Botanical Reserve	Restoration & Replacement due to drought losses	500.00	1940.00	\$500	Replacement of trees and shrubs lost during the current drought, protecting the newly planted trees and shrubs with plastic tree guards and staking them against wind damage.
Molongghip Community Hall	Fire Protection Equipment	500.00	710.92	\$500	Purchase of two fire extinguishers - one for the hall proper; the other for the supper room, plus a fire blanket and signage.
Semmens Court Residents Association Inc.	Exercising the Elderly	198.00	213.00	\$198	To purchase a table tennis table to be located at the Community Centre at 5 Moore Street, Creswick, for the use of the elderly citizens who live at the public housing complex (formerly known as Semmens Court).
Total Recommended		\$3,198	\$6,012	\$2,948	

Culture and Arts Grants Round 2 (2008-09): Recommended

Name of Organisation/Group	Project Name	Requested Amount	Total Project Cost	Recommended Allocation	Project Description
Creswick Words in Winter Committee	Creswick Words in Winter 2009	500.00	2650.00	\$500	This project aims to provide opportunities for local citizens to experience the words of a scriptwriter, children's author, poets and local talent to broaden the range of literary culture available to Creswick residents as part of Words in Winter celebrations August 2009.
Creswick & District Historical Society	The People of Cabbage Tree	500.00	2000.00	\$500	The project is to publish a booklet, detailing the people who settled at Cabbage Tree (small hamlet near Creswick), including stories and information about everyday life experienced during settlement as well as details about the buildings and structures.
Creswick Choristers	The Creswick Choristers	500.00	500.00	\$500	The Creswick Choristers are a new group of people interested in singing. This project aims to assist in the initial skills development of members and seeks funds to employ a community singing leader.
Magic Pudding Playground Group	Magic Pudding Show - Third & Fourth Slices	500.00	5840.00	\$500	The Magic Pudding Show - Third & Fourth Slices will be the second part of an entertaining children's show, adapted from the book by Norman Lindsay. Performances are planned across the shire in the second half of 2009 at a range of venues including parks, primary schools, kinders and aged care facilities.
Total Recommended		\$2,000	\$10,990	\$2,000	

Youth Grants Round 2 (2008-09): Recommended

Name of Organisation/Group	Project Name	Requested Amount	Total Project Cost	Recommended Allocation	Project Description
Victorian Independent Speedway Drivers Association Inc. (V.I.S.D.A) Daylesford Speedway	Developing Good Daylesford Juniors Drivers	500.00	2820.00	500	This project is a training program for junior speedway drivers competing in junior speedway events within the Hepburn Shire. It will cover everything from track rules and regulations, car safety, introduction to driving, track craft, public speaking, dealing with sponsors and an introduction to the community of Hepburn Shire.
Total Recommended		500.00	2820.00	500	

Youth Grants Round 2 (2008-09): Not Recommended

Name of Organisation/Group	Project Name	Requested Amount	Total Project Cost	Not Recommended	Project Description
Creswick Urban Fire Brigade Junior Volunteers	Junior Volunteer Weekend camp (7 & 8 November 2009)	200.00	350.00	Ineligible submitted late	

The Creswick Urban Fire Brigade Junior Volunteers application has been referred to Community Transport Grants

11.3 MONTHLY FINANCIAL REPORT 1/7/08 – 31/04/09

(A/O – Manager Finance)

File Ref: 30/08/17

Introduction

A summary report on the Council's financial performance for the financial year to the 30 April 2009 is provided for information.

Report

This report provides information on Council's operating performance for the 10 months to 30 April 2009 against the revised budget adopted by Council in February 2009. The report considers year to date budgets against year to date actual for each operating program and for all capital works.

Statutory Requirements

Under Section 138 of the Local Government Act 1989, at least quarterly a report comparing expenses and revenue to budget must be presented to the Council.

Variance Report

Corporate Services:

Variance (Deficit)/Surplus 000's:

\$ 108

DEPARTMENTAL REPORT FOR THE PERIOD ENDING 30 APRIL 2009					
	YTD Actual 000's	Revised Budget 000's	Forecast 000's	Budget Variance 000's	Note
CORPORATE SERVICES					
<i>INCOME</i>					
Revenue Services (Rates & M/C)	9,810	9,819	9,819	0	
Grants Commission	2,219	2,219	2,219	0	
Other Income	399	379	487	108	1
`Total Income	12,428	12,416	12,524	108	
<i>EXPENDITURE</i>					
Council	597	797	789	8	2
Financial Services	572	712	712	0	
Technical Services	792	974	970	4	
Governance & IT	772	917	928	(11)	3
Organisational Development	176	223	227	(4)	
Other Administration	412	562	559	3	
`Total Expenses	3,321	4,185	4,185	0	
NET	9,107	8,231	8,339	108	

Notes	
1	Corporate Services \$60k additional interest on investments from grants received early, Technical Services \$13k bus stop supervision fee, Information Technology \$7k traineeship grant, Customer Services reimbursement of legal fees \$24k
2	Telephone costs forecast increase of \$6k, Unbudgeted Bush Fire donation \$10k, Meeting expenses forecast increase of \$2k, Council communication costs forecast reduced by \$5k, Community directory project deferred to 2009/10 \$8k.
3	Revised estimate for events insurance, increase \$4k increase in estimate for minor equipment purchase and maintenance \$6k

Community Services:

Variance (Deficit)/Surplus 000's:

\$42

DEPARTMENTAL REPORT FOR THE PERIOD ENDING 30 APRIL 2009					
	YTD Actual 000's	Revised Budget 000's	Forecast 000's	Budget Variance 000's	Note
COMMUNITY SERVICES					
<i>INCOME</i>					
Community Development	211	228	279	51	4
Family & Children's Services	78	101	101	0	
Aged & Disability Services	935	1,101	1,099	(2)	
Housing	44	47	47	0	
Contract Services	299	247	347	100	5
Total Income	1,567	1,724	1,873	149	
<i>EXPENDITURE</i>					
Community Development	630	807	823	(16)	6
Family & Children's Services	170	260	260	0	
Aged & Disability Services	1,038	1,346	1,344	2	
Housing	36	41	41	0	
Contract Services	273	239	332	(93)	7
	2,147	2,693	2,800	(107)	
NET	(580)	(969)	(927)	42	
Notes					
4 Increased grant received for Community Strengthening \$20k plus unbudgeted grant for bushfire recovery officer role \$30k					
5 Increase in contract services fee income due to extra demand mostly offset by increased costs, see note 7					
6 Unbudgeted cost of bushfire recovery officer \$16k (offset by grant of \$30k see note 4 balance of \$14k will be expended next financial year)					
7 Increase in contract services provided due to extra demand covered by increased fee income, see note 5					

Regional Development:

Variance (Deficit)/Surplus 000's:

\$ 17

DEPARTMENTAL REPORT FOR THE PERIOD ENDING 30 APRIL 2009					
	YTD Actual 000's	Revised Budget 000's	Forecast 000's	Budget Variance 000's	Note
Regional Development					
<i>INCOME</i>					
Planning & Heritage Services	136	186	164	(22)	8
Building Services	122	128	128	0	
Tourism & Economic Development	195	195	196	1	
Other Cultural Activities	8	0	8	8	9
Public Halls	4	6	6	0	
Total Income	465	515	502	(13)	
<i>EXPENDITURE</i>					
Planning & Heritage Services	599	793	776	17	10
Building Services	118	198	155	42	11
Tourism & Economic Development	273	345	350	(5)	12
Community Amenities	119	164	158	6	13
				0	
Library Services	340	340	350	(10)	14
Other Cultural Activities	62	69	83	(14)	15
Public Halls	52	83	89	(6)	16
Total Expenses	1,563	1,991	1,961	30	
NET	(1,098)	(1,476)	(1,459)	17	

Notes

- 8 Estimate for planning fees reduced due to decline in planning applications
- 9 Unbudgeted grant Received
- 10 Decision to defer replacement in planning area due to reduced planning activity
- 11 Operating expenditure will be less than forecast due to temporary cover for extended annual leave not required this financial year \$42k
- 12 Tourism Information Centre printing & stationery revised forecast by \$2k
Jubilee Lake Caravan Park building maintenance revised forecast costs by \$3k
- 13 Cleaning contractor's costs lower than anticipated forecast revised downwards by \$5k
- 14 Unbudgeted building maintenance Daylesford Branch Library
- 15 Increase in Cultural activities and community events partially offset by grant see note 9
- 16 Additional building maintenance required for Creswick Town Hall

Public Safety:

Variance (Deficit)/Surplus 000's:

(\$20)

DEPARTMENTAL REPORT FOR THE PERIOD ENDING 30 APRIL 2009					
	YTD Actual 000's	Revised Budget 000's	Forecast 000's	Budget Variance 000's	Note
Public Safety					
<i>INCOME</i>					
Fire Prevention	47	25	47	22	17
Animal Control	80	76	79	3	
Compliance	28	32	32	0	
Health	122	134	129	(5)	18
School Crossing	4	8	8	0	
Total Income	281	275	295	20	
<i>EXPENDITURE</i>					
Fire Prevention	44	36	48	(12)	19
Animal Control	16	29	20	9	20
Compliance	205	254	254	0	
Health	225	259	297	(38)	21
Environmental Initiatives	86	114	116	(2)	
School Crossing	19	26	25	1	
Emergency Management	2	6	6	0	
Total Expenses	597	726	766	(40)	
NET	(316)	(451)	(471)	(20)	
Notes					
17 Fire prevention activity higher than anticipated offset by higher costs, see note 19					
18 Health fees forecast revised downwards by \$5k					
19 Fire hazard removal fees and charges up due to increased activity mostly covered by increased income, see note 17					
20 Pound operating costs forecast revised downwards based on activity level year to date					
21 Increased costs to cover extended leave					

Recreation:

Variance (Deficit)/Surplus 000's: (\$99)

DEPARTMENTAL REPORT FOR THE PERIOD ENDING 30 APRIL 2009					
	YTD Actual 000's	Revised Budget 000's	Forecast 000's	Budget Variance 000's	Note
Recreation					
<i>INCOME</i>					
Parks & Gardens	1	1	1	0	
Reserves	9	9	10	1	
Mineral Springs Reserves	322	385	385	0	
Total Income	332	395	396	1	
<i>Expenditure</i>					
Parks & Gardens	148	159	183	(24)	22
Reserves	541	688	706	(18)	23
Mineral Springs Reserves	211	209	255	(46)	24
Swimming Areas	225	229	243	(14)	25
Cemeteries	2	4	2	2	
Indoor Recreation	12	30	30	0	
Total Expenditure	1,139	1,319	1,419	(100)	
NET	(807)	(924)	(1,023)	(99)	
Notes					
22 Increased level of maintenance required for Daylesford Parks & Gardens \$22K 23 Increased level of maintenance required for Clunes Reserves \$5K and Other Reserves of \$12k 24 Costs associated with the trade mark protection project \$10K and increased maintenance costs of \$36 25 Additional building maintenance required at Clunes \$6K, Creswick \$6k and Daylesford \$2k					

Infrastructure:

Variance (Deficit)/Surplus 000's: (\$7)

DEPARTMENTAL REPORT FOR THE PERIOD ENDING 30 APRIL 2009					
	YTD Actual 000's	Revised Budget 000's	Forecast 000's	Budget Variance 000's	Note
Infrastructure					
<i>INCOME</i>					
Road Maintenance	1,751	1,774	1,774	0	
Other Transport	822	1,080	1,049	(31)	26
Total Income	2,573	2,854	2,823	(31)	
<i>EXPENDITURE</i>					
Road Maintenance	1,506	1,900	1,888	12	27
Depots	41	51	53	(2)	
Other Transport	383	448	433	14	28
Total Expenses	1,930	2,398	2,374	24	
NET	643	456	449	(7)	
Notes					
26 Forecast based on expected level of plant hire usage/income					
27 Anticipated savings in street lighting forecast revised downwards by \$10K					
28 Expected level of costs associated with plant hire usage/expenditure relates to note 26					

Waste Management:

Variance (Deficit)/Surplus 000's:

\$ (7)

DEPARTMENTAL REPORT FOR THE PERIOD ENDING 30 APRIL 2009					
	YTD Actual 000's	Revised Budget 000's	Forecast 000's	Budget Variance 000's	Note
Waste Management					
<i>INCOME</i>					
Waste Revenue	1,509	1,506	1,523	17	29
Land Management	10	20	20	0	
Total Income	1,519	1,526	1,543	17	
<i>Expenditure</i>					
Street Cleaning	88	124	108	16	30
Waste Management	1,000	1,321	1,361	(40)	31
Land Management	5	34	34	0	
Total Expenditure	1,093	1,479	1,503	(24)	
NET	426	47	40	(7)	
Notes					
29 Increased level of activity at transfer stations resulting in higher fee income					
30 Revised forecasts for savings in waste levy and transport and contractor costs.					
31 Increased cost of sorting and transfer of recyclables from the transfer stations.					

Unclassified:

Variance (Deficit)/Surplus 000's: (\$66)

DEPARTMENTAL REPORT FOR THE PERIOD ENDING 30 APRIL 2009					
	YTD Actual 000's	Revised Budget 000's	Forecast 000's	Budget Variance 000's	Note
Unclassified					
<i>INCOME</i>					
	0	0	32	32	32
Total Income	0	0	0	0	
<i>Expenditure</i>					
Unclassified	83	0	98	(98)	32
Total Expenditure	83	0	98	(98)	
NET	83	0	66	(66)	
Notes					
32 Relates to expenditure on February bushfire some costs will be reimbursed however too early to predict full amount of the reimbursement of costs. To date reimbursement of \$32k has been confirmed we have assumed full cost of the balance for the present.					

Operating Summary:

The forecast when measured against the revised budget adopted in February, following the mid year review, currently indicates a small negative variance of \$32k. The forecasts applied have been fairly conservative at this stage however as we head towards the financial year end the forecasts can be made with a higher degree of confidence and therefore a higher degree of accuracy.

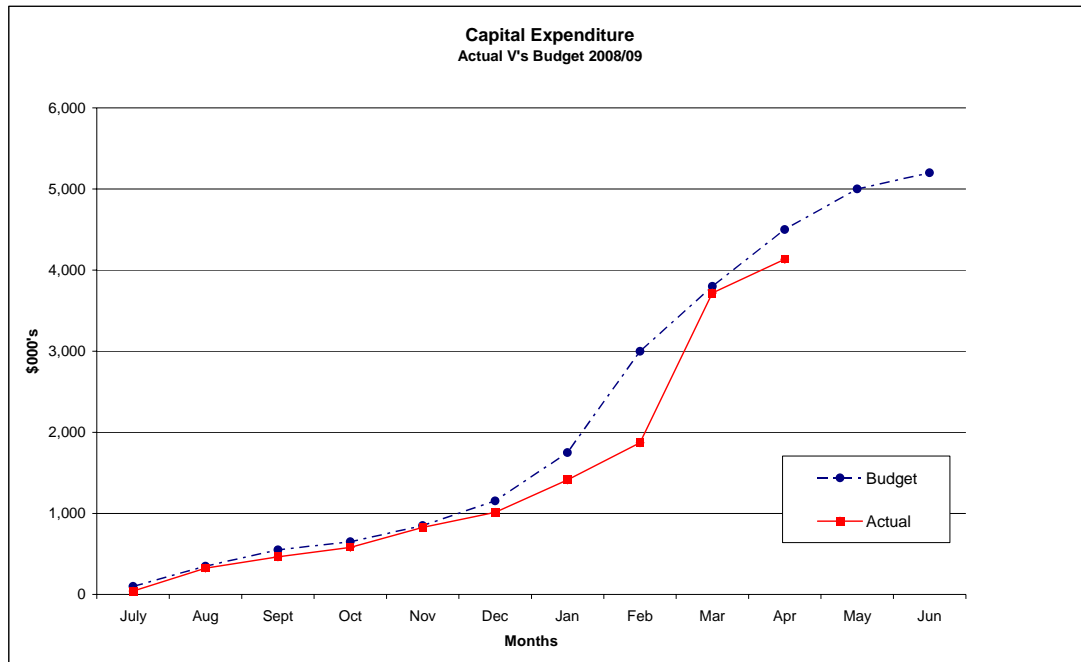
With less than two months of the year to go reports to managers are now being provided on a fortnightly basis following each pay runs in an effort to ensure that the overall budget is met by year end.

Capital Works and Major Projects:

Program	Major Activities	YTD Actual 000's	Revised Budget 000's	Forecast 000's	Budget Variance 000's	Note
9 Capital Income						
Buildings	Buildings	2,030	2,226	2,226	0	
Federal Stimulus Package	Daylesford, Trentham & Clunes Public Toilet Upgrade	425	425	425	0	
Mineral Springs	Mineral Springs	0	38	0	(38)	33
Other	Debt Redemption & Sale of Land/Springs Medical Centre	312	447	447	0	
Parks & Gardens	Parks & Gardens	29	29	29	0	
Plant & Equipment	Plant & Equipment	140	312	312	0	
Recreation	Recreation	178	365	365	0	
Roads & Pavements	Roads & Pavements	193	45	193	148	34
Total Capital Income		3,307	3,887	3,997	110	
9 Capital Expenditure						
Buildings	Buildings	1,490	2,891	2,894	(3)	
Environment	Environment	25	106	106	0	
Federal Stimulus Package	Daylesford, Trentham & Clunes Public Toilet Upgrade	45	82	95	(13)	35
Mineral Springs	Mineral Springs	153	233	233	0	
Other	Debt Redemption & Sale of Land/Springs Medical Centre	490	942	942	0	
Parks & Gardens	Parks & Gardens	90	173	173	0	
Plant & Equipment	Plant & Equipment	589	1,115	1,115	0	
Recreation	Recreation	133	627	627	0	
Roads & Pavements	Roads & Pavements	2,213	2,712	2,800	(88)	34
Swimming Areas	Swimming Areas	51	140	140	0	
Waste Management	Waste Management	0	58	58	0	
Total Capital Expenditure		4,134	9,079	9,183	(104)	
Net		(827)	(5,192)	(5,186)	6	
33 Hepburn Mineral Springs Reserve grant that had been accounted for in last financial year						
34 Relates to a grant received in relation to the construction of bus stops offset by additional expenditure						
35 Revised level of expenditure for current financial year on Federal stimulus package projects						

The 2008/2009 capital works program will see the majority of projects completed or substantially underway by the end of the financial year. A detailed review of all projects as part of the framing of the budget for 2009/10 is being undertaken however had not been completed at the time of preparing this report.

There will be some projects that will need to be carried forward into the next financial year for various reasons. A more detailed report will be provided to the June 2008 Council meeting in regard to this area.



Balance Sheet

The Balance Sheet as at 30 April 2009 is as follows:-

Balance Sheet		
As at 31 March 2009		
	000's	000's
	30-Jun-08	30-Apr-09
	\$	\$
Assets		
Current assets		
Cash and cash equivalents	2,715	4,352
Trade and other receivables	1,400	3901
Accrued income	8	8
Prepayments	5	35
Inventories	61	87
Non-current assets classified as held for sale	66	66
Total current assets	4,255	8,449
Non-current assets		
Trade and other receivables	2	2
Financial assets	955	955
Investments in associates accounted for using the equity method	375	375
Capital Works and Income for 2008/09	0	827
Property, plant and equipment, infrastructure	150,160	150,160
Total non-current assets	151,492	152,319
Total assets	155,748	160,768
Liabilities		
Current liabilities		
Trade and other payables	(1,524)	(94)
Trust funds and deposits	(808)	(853)
Provisions	(1,378)	(1,415)
Interest-bearing loans and borrowings	(372)	(373)
Total current liabilities	(4,082)	(2,735)
Non-current liabilities		
Provisions	(716)	(716)
Interest-bearing loans and borrowings	(2,162)	(2,162)
Total non-current liabilities	(2,878)	(2,878)
Total liabilities	(6,960)	(5,613)
Net Assets	148,787	155,155
Equity		
Accumulated surplus	(83,373)	(83,373)
Operating result for period	0	(6,255)
Reserves	(65,414)	(65,527)
Total Equity	(148,787)	(155,155)

Current Assets:

Cash and investments at 30 April total \$4.4 million and includes \$0.95 million for the Long Service Leave Provision. Also included is the early payment of the fourth Grants Commission instalment of \$0.84 million.

Net current receivables are \$3.9 million including \$3.0 million in rates. Trade debtors at 30 April are \$0.57 million which includes a claim for the Creswick Interpretative Centre grant of \$0.2 million. Debtors are being monitored and regular follow up action taken to minimise any write offs.

Council is generally owed money for the GST input tax credit and BAS's are lodged monthly. All legislative requirements are being met.

Current Liabilities:

The major items here are the creditors control, current loan liability, provision for landfill rehabilitation and employee provisions. Deposits and Securities are reviewed quarterly and refunds or transfers made where applicable.

Non-Current Assets:

These include all infrastructure assets and for the purpose of this report the net cost of current capital and major works has been treated as works in progress and added to the balance sheet here.

Non-Current Liabilities:

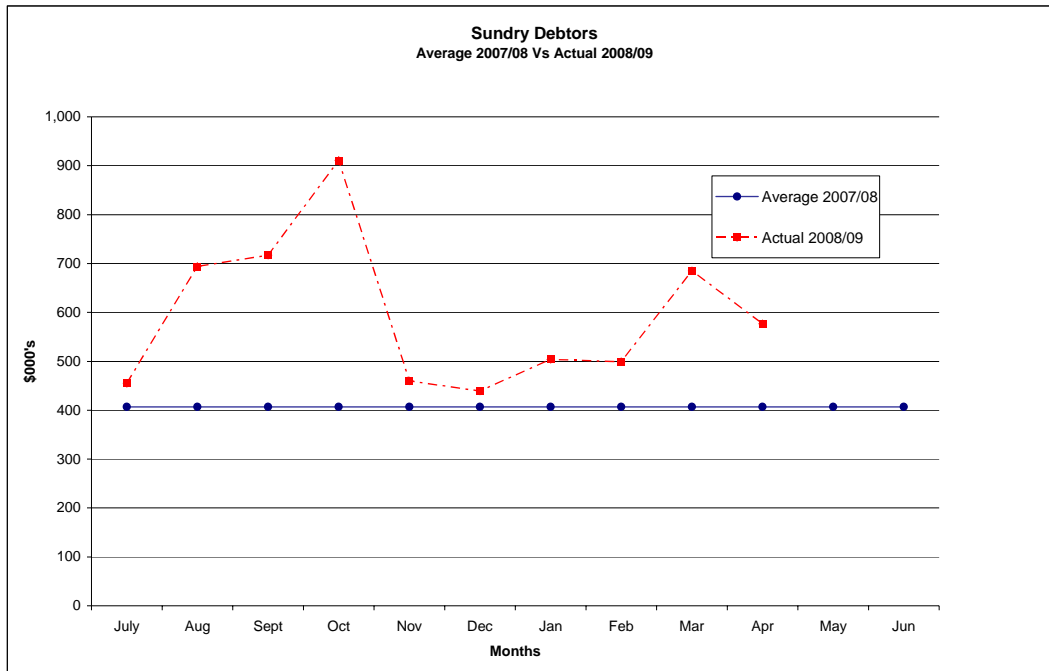
Major items here include loan liability, provision for landfill rehabilitation and provision for long service leave.

Conclusion:

While there have been some changes in both the income and expenditure areas since the mid year review it is expected that the final result will be close to what was predicted at that time. The capital and projects area will have some projects that need to be carried forward into next financial year. This area is presently being assessed and a more detailed report will be available for the June 2009 meeting.

Managers will continue to review in detail both operating and capital budgets to ensure that the overall budget will be achieved.

Following for Councillors information are two graphs which show the level of Rate Debtors for 2008/09 in comparison to the previous year and the level of Sundry Debtors to the average level of sundry debtors for the previous year. Both are considered to be at acceptable levels at the end of April 2009. The April Sundry Debtors total includes a claim for the Creswick Interpretative Centre grant of \$0.2 million.



Relevant Policies / Council Plan Objectives

The Management of Council financials is in line with objective 3.3 of the adopted Council Plan 2006 – 2011.

Community / Engagement / Communication / Consultation:

Nil.

Financial & Resource Implications Initial & Ongoing

This report provides the opportunity for constant review of Council's financial position to ensure compliance with budgets. The reports presented show the revised budget, year to date actuals, forecast and budget variance. The report notes any variances against the revised budget and forecast.

Motion

That Council:

11.3.1 *Receives the Monthly Finance Report for the 10 months from 1 July 2008 to 30 April 2009.*

Moved Cr Rod May
Seconded Cr Janine Booth
Carried

12 COUNCIL SECTION 86 AND ADVISORY COMMITTEES

Having declared a conflict of interest in Item 12.1, Cr Janine Booth left the Chamber at 9.31PM.

12.1 DOUG LINDSAY RECREATION RESERVE COMMITTEE

(A/O – Manager Governance and Information)

File Ref: 2/0340/01370

Introduction

Council resolved at its February 2009 meeting to “advertise the membership of the Lindsay Park Recreation Reserve Committee as a matter of urgency”. Council has since then advertised for expressions of interest and has received letters from 12 interested people.

Report

Council advertised for expressions of interest from people who are interested in forming the membership of the Lindsay Park Recreation Reserve (Doug Lindsay Reserve) Section 86 Committee of Management. Council invited expressions of interest up until 10 April 2009.

Council received expressions of interest from 12 individuals (2 were received late).

Councillors have been circulated a list of the individuals who have expressed their interest in being a member of the committee and in some cases, what relevant skills and experience that they will bring to the table. This list is not included in this report out of consideration for the privacy of the individuals.

The current delegation to the committee dates from 1998, so it is recommended that Council revoke the existing delegation and adopt a new delegation for the committee which reflects the current requirements of the committee, its membership and purpose.

The current delegation, does not state a particular number of members which are required to sit on the committee, however it does stipulate that a quorum is seven members. This clause is now inconsistent with the Local Government Act.

It is recommended that the new delegation requires the committee to have nine members. The proposed instrument of delegation for the committee has been circulated to Councillors under separate cover.

Relevant Policies / Council Plan implications:

Local Government Act 1989

Policy Number 9

Community / Engagement / Communication / Consultation:

Council advertised in The Advocate for people who are interested in reserve management and recreation to lodge an expression of interest in becoming a member of the committee prior to April 10 2009.

Financial Implications

There are no significant financial implications arising from the recommendations which are being made to Council in this report.

Motion

That Council:

- 12.1.1 *Revoke the existing Instrument of Delegation to the Lindsay Park Recreation Reserve Committee dated 17th November 1998.*
- 12.1.2 *Approve and adopt the new Instrument of Delegation to the Doug Lindsay Recreation Reserve Committee which have been circulated to Councillors under separate cover.*
- 12.1.3 *Write to existing members of the committee thanking them for their contributions over their term on the committee.*
- 12.1.4 *Appoint a new membership to the committee for a period of 2 years consisting of 12 individuals from the list of applicants which has been supplied to Councillors, as follows:
Margaret Edgar; Anthony Stephens; Emma Paulding; Alan Long; Wal Overington; Christine Molloy; Brian Turville; Glenn Murphy; Merlyn Hubbard; David Poole; David McPhee; Robyn McPhee.*
- 12.1.5 *Write to the people who expressed their interest in the committee and notify them whether or not they have been appointed to the committee by Council.*
- 12.1.6 *Provide appropriate materials and guidance to the committee to understand their legislative obligations and operating requirements.*

Moved Cr Don Henderson

Seconded Cr Sebastian Klein

Carried

Cr Janine Booth returned to the Chamber at 9.42PM.

12.2 SECTION 86 COMMITTEE MINUTES

(A/O – Manager Governance and Information)

File Ref: Various

Introduction

Section 86 Committee minutes for noting.

Report

Please see listed below the minutes of various Section 86 Committees for your information:

- Minutes of the Clunes Historic Medlyn Complex Committee (Bottle Museum) dated 1/4/09 (File Ref: 1/0320/00070)

Relevant Policies / Council Plan implications:

Community / Engagement / Communication / Consultation:

Members of the community are represented on these committees.

Financial Implications

Nil.

Motion

That Council:

- 12.2.1 *Note the Minutes of the Committees listed above which have been distributed under separate cover.*

Moved Cr Jon Barrell

Seconded Cr Tim Hayes

Carried

14. CLOSE OF MEETING: 9.43PM