



HEPBURN SHIRE COUNCIL

***ORDINARY MEETING OF
COUNCIL
MINUTES***

TUESDAY 20 JANUARY 2009

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

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Hepburn Shire Council Ordinary Meeting of Council

MINUTES

TUESDAY 20 JANUARY 2009

Daylesford Town Hall
Vincent Street, Daylesford
Commencing 7pm.

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CLOSE OF MEETING:

CR BILL MCCLENAGHAN, MAYOR.
21 JANUARY 2009.

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 . The Meeting opened at 7.05pm.

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

IN ATTENDANCE: Chief Executive Officer, Kaylene Conrick; Director Infrastructure & Development, Rod Conway; Manager Finance, John Traill; Manager Governance & Information, Matthew Morgan. 19 Gallery and 1 Media.

The Mayor opened the meeting and invited Councillors to join him in the Statement of Commitment

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:
Section 86 Committees (Item 11) Cr Booth is chairperson of the Committee

5. CONFIRMATION OF MINUTES:

Motion:

That:

5.1 *The Minutes of the Ordinary Meeting of Council held on 19 December 2008 (previously circulated to Councillors and tabled at this meeting), be confirmed as required under Section 93 (2) of the Local Government Act 1989.*

Moved: Cr Janine Booth

Seconded: Cr Tim Hayes

Carried.

6. PETITIONS

This part of the Council Meeting allows for tabling of petitions.

A joint letter / petition was tabled by Wombat Forestcare Inc containing 21 signatures. Topic – Excessive Native Vegetation Removal on Council Managed Land and Private Land at 90 Porcupine Ridge Road and Scotts Lane.

Motion:

That Council received the Letter/Petition and that it be responded to at the next Ordinary Meeting of Council.

Moved: Cr Don Henderson

Seconded: Cr Rod May

Carried.

7. PRESENTATION OF REPORTS

7.1 At an Ordinary Council Meeting, the Mayor and Councillors who are delegates or representatives of the Council on other bodies may report to the meeting on issues of importance to the council. (*Local Law No. 1*)

Councillor Sebastian Klein delivered a verbal report.

Councillor Bill McClenaghan delivered the following report:

I hereby submit my Mayoral and Councillor Report for January 2009, to outline my activities in the past month. It has been a quiet month over the holiday period but we are getting back into the swing of things again with a very busy six months ahead of us. We have ongoing Councillor training, the Top Teams program for creating a champion team of Councillors and Managers together, formulation of the new Council Plan, the new Councillor Code of Conduct and the 2009/10 Budget.

Straight after the December meeting, I was invited by the Hepburn Health Service to Audrey's of Hepburn (B & B) to launch the "Missed Bu\$iness" program. As well as speaking about the value of disability access in our main shopping streets, I was able to announce that Council had now passed new Footpath Trading guidelines that would guarantee a clear 1.8 metre access-way down every shopping area footpath within the Shire. This was well received by those present who are advocates for disability access. I would like to congratulate Fiona Strahan for her tireless work in this area and wish her well in her new position with the Dept Human Services as the launch of "Missed Bu\$iness" was on her last day as our Rural Access Worker

On Friday 19 Dec 08, I attended the premiere of a locally produced film, "Journey to the Centre of the Shire" at the Daylesford Town Hall. It was great to see the creativity of the young people involved in the film as well as that of Cr. Klein who dressed up in very plausible nineteenth century attire in his role as Master of Ceremonies.

The Daylesford New Year's Eve parade was a huge success with a greater and more diverse group of floats and entrants than normal. The crowd loved it and the visitors have marked us down in their calendars again for next year. I was asked to judge the floats as Mayor but spent the evening organizing the logistics for the street parade instead as we were a bit light on for volunteers this year. Like all wonderful events, without volunteers, they just won't happen.

By Tuesday 06 Jan, we were back at work with our first Councillor briefing session for the new year. On the second weekend in January it was the Boite Festival in Daylesford, including two fabulous singing and instrumental concerts in the Town Hall and many other activities & workshops. I delivered a Mayoral welcome and address to the first concert.

The following weekend it was yet another festival in the region with Organs of the Ballarat Goldfields and another concert on Saturday afternoon in the Daylesford Town Hall where an instrumental quintet played mainly Vivaldi as well as Albinoni and Mercadante. Hepburn Shire sponsors this event and it is sad that some of the lovely pipe organs in Daylesford are not available for use any more. Again, I delivered a Mayoral address and welcome before the concert.

The value of these festivals is not only in dollar terms for local businesses, it is in recognition of the rich cultural life and heritage of this region. Council is certainly pleased to assist and promote our wonderful festivals. I hear today that Creswick is planning an enhanced Lindsay Arts Festival and we all look forward to that too.

Yesterday, I attended the Municipal Association of Victoria's first Rural South Central Forum in Moorabool Shire and met with other Mayors, CEOs and MAV reps. These Forums are a great initiative of our local MAV Board member, Cr Bill McArthur of Golden Plains Shire who is stepping down from the Board to contest the MAV leadership. Many useful programs of benefit to small rural shires were discussed and much useful information was exchanged.

This year, I have decided to include at the end of my Councillor Reports some suggested ways to make the world a better place; two per month.

1. When you buy something from a charity shop, pay double and
2. Thank someone who is doing a dirty, hard or mundane job and feel some appreciation for the service they provide.

Motion:

That Council:

7.1.1 Receive and note the reports of Councillors.

Moved: Cr Tim Hayes

Seconded: Cr Janine Booth

Carried.

8. PUBLIC QUESTION TIME

This part of the Council Meeting allows up to 30 minutes for:

- Responding to questions from the community submitted to the Chief Executive Officer in writing prior to 12 noon on the day of the meeting

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 Local Law section 2.11. 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.

**Meeting Adjourned at 7.17pm for 10 minutes.
Meeting reconvened at 7.25pm.**

Public Question Time

Council received written questions from 5 individuals prior to 12 noon today.

**1. ZACHARY CASPER (GLENLYON)
Regarding matter 9.8, Loan for construction of New Council Depot**

Question: In order to repay the loan of 1.45 million dollars for the new Council Depot, by what percentage of each year, and for how many years running, will property rates have to be increased?

Response: The loan will be taken out over 20 years however the actual debt servicing costs will not be known until the interest rate has been determined.

When preparing the 2008/09 budget an interest rate of 8% was assumed for this loan, based on this interest rate the annual loan repayment of principal and interest would be \$146,518 which equates to 1.49% of the total Rates & Municipal Charge.

However as some earlier loans will be finalised in 2008/09 the overall increase in the annual loan repayments of principal and interest will increase by \$56,000 which equates to 0.57% of the total rates & charges.

The effect of this loan on the mix of components that determine the rate increase only occurs in the first full year of the loan.

Question: Why is community/engagement/communication/consultation deemed not applicable in regard to this loan by the shire Manager Finance? Doesn't this stance indicate contempt for the opinions of the ratepayers who will ultimately pay for the loan?

***Response:* In respect to the question on community engagement/communication / consultation the intention to take out this loan was part of the Council's budget process undertaken over a period of months starting in February 2008 and concluding in July 2008. This process involved a number of community meetings, an information evening and advertising in the local papers seeking submissions.**

The report is one of information and process as a result of a decision made in adopting the 2008/09 budget which was the subject of a lengthy communication/consultation process which is the reason for the notation of "Not Applicable"

under the heading of community engagement/ communication/ consultation.

2. RUSS WILKINSON (DAYLESFORD)

Agenda Item 8

Question: How does council encourage us to submit a question in writing?

Shouldn't this read 'council requires you to submit a question in writing'?

***Response:* Council encourages members of the community to submit questions in writing in various ways. There has been a press release in the local paper detailing the changes to the how questions are required to be submitted to Council, there is information and template forms for people to complete on Council's website and people are encouraged to submit questions as per the statement in the Council agenda which reads:**

"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".

People are not obligated to submit questions to Council, however if a person would like to ask a question and receive a response at a Council meeting, then Council encourages people to follow the required procedure and submit a writing in question to the Chief Executive Officer prior to 12 noon on the day of the meeting.

12 written questions from 5 individuals were received for Public Question Time at this meeting, which suggests that Councils approach to public question time has been successful in that people have been encouraged to come forth and ask questions of Council.

Agenda Item 11.1

Question: Why hold the DPC meetings at 5pm? These are public meeting?? What is the evidence that 5pm is preferred?

***Response:* The Delegated Planning Committee Meetings are meetings for that special committee of Council to conduct business within the confines of the authority which has been delegated to them by Council. As required in accordance with the section 89 of Local Government Act 1989, these meetings are to be open to the public.**

There was a discussion on the appropriateness of the 7pm starting time for the DPC meetings at a Councillor Briefing session, and there seemed to be a general consensus that an earlier starting time would be preferred for some of the reasons as noted in the agenda report. Council cannot pass resolutions at briefing sessions, so it was appropriate to provide a report to Council, for the further consideration of an appropriate time for the DPC meetings.

Question: How does the whole concept of 'DPC' enhance community connectness etc?

***Response:* With regards to enhancing Community Connectedness, Capacity Building and Leadership, the whole concept of the DPC does in my opinion contribute to community connectedness with particular regard to the element of**

the community which is interested in planning issues and the planning process at Council. By establishing the DPC, there is now a dedicated special committee to deal specifically with these issues.

Question: How does the whole concept of 'DPC' improve internal and external communication?

Answer: ***With regards to Improve Internal and External Communication the creation of a specific committee to deal with planning issues ought to improve external communication between Council and the community as the DPC meetings provide a forum for applicants, objectors and consultants to communicate and 'talk to' their applications with the committee before decisions have been made. In addition to this the DPC meetings are focused on planning issues, and will be updated regularly with statistical reports and other information in relation to planning schemes etc. I would be confident that the whole concept of the DPC will improve external communication within the community particularly with regards to planning matters.***

Agenda Item 9.6

Question: What energy efficiency technologies are in use in the completed structure?

Response: ***The buildings have been sited and designed for energy efficiency. Photovoltaic panels are to be installed on the north facing walkway roof of the public conveniences to supply energy. Deep eaves are included for sun-shading. A roof mounted solar hot panel is also to be installed. The use of natural lighting has been the focus for the buildings with full height solar controlled glazing as well as the use of energy efficient lighting. Suitable insulation is also included in the building as well.***

Not An Agenda Item

Question: With the changes proposed in the "agenda structure" (ie the abolition of the agenda meetings and the non-printing of agendas), will the Council agree to place 3 copies of the agenda in each of the shire's local libraries? Will copies of the DPC Agenda be treated in the same way?

Response: ***Council will supply at least 10 printed copies of the Council Agenda on the night of the meeting; in addition to this copies may be printed upon request at any Council Customer Service Office.***

The agenda is also available on the Council web page, so there is no reason why this could not be viewed online at the libraries within the community.

The DPC agenda will be treated in a similar matter, it is also available on the Council web site as well, after it has been compiled, printed copies available from offices upon request and copies available on the night.

3. JOAN & GRAEME RATRAY (GLENLYON) Tree removal in Sword

Question: I understand an arborists report was needed for tree removal in Swords Rd, as a condition of the Planning Report. Recently trees were removed for 5kms along Ridge Road. Was there a Planning Permit and Arborists report from Ridge Road?

Please explain the difference between the requirements for tree removal on these two roads.

Answer: *The difference in requirements between Ridge Road and Sword's Road for tree removals is:*

Ridge Road was removal of trees for construction of a fence line. No planning permit is required under the planning scheme to remove, destroy or lop native vegetation to the minimum extent necessary to enable the construction of a fence on a boundary or operation and maintenance of an existing fence. The combined maximum clearance width of clearing permitted either side of the fence under this exemption is 4 metres.

Sword's Road removal of trees for road works requires a planning permit or written agreement from the Secretary Department of Sustainability & Environment for which an arborist's report is required.

4. CHRISTIAN WILD (DAYLESFORD)

Question: This question is intended to be addressed to; Cr Janine Booth, Cr Tim Hayes, Cr Rod May, Cr Jon Barrell.

How do these councillors believe that the removal of verbally asked questions at Public Question Time is an enhancement or improvement of communication and consultation with members of the public?

I require a written answer from each of the above named Councillors.

Response: *Questions for the purpose of public question time ought to be addressed to Council, and not directed at individual Councillors or officers.*

The requirement for questions to be submitted in writing to Council is an enhancement of communication and consultation with members of the public.

Questions will be accurately recorded in Council minutes, sufficient time will be in place to allow a thorough and informative response to be prepared and additional information may be sought to answer questions, which may otherwise be required to be taken on notice or deferred. It also allows Council to determine that a question is not disrespectful or offensive prior to being read aloud at the meeting of Council.

5. MARJORIE ATKINSON (BIRCH WARD)

Question: This summer season promises to be dry. In the event of fire what plan(s) is (are) in place to evacuate Daylesford should it be required? The town is surrounded by forest and as far as I know, there is no plan in place to deal with an evacuation. This plan should be made public so everyone is clear about what to do and where to go.

Response: *Council has an audited and approved Municipal Emergency Management Plan in place pursuant to Section 20(1) of the Emergency Management Act 1986.*

The Victoria Police are responsible for evacuation. The decision to evacuate rests with the control agency (DSE or CFA for fire) in conjunction with Police.

There are a number of emergency relief centres identified and depending upon the location of the fire, prevailing winds, etc the most appropriate centre would be established and people advised if evacuation was necessary.

9. GOVERNANCE AND STRATEGIC MATTERS

9.1 RENAMING BALLARAT MARYBOROUGH ROAD TO GOLDFIELDS HIGHWAY (A/O – Chief Executive Officer) File Ref: 58/02/03

Introduction

This report tables a letter from Mark Johnston, Chief Executive Officer, Central Goldfields Shire Council seeking Hepburn Shire Council's support for renaming the Ballarat Maryborough Road to Goldfields Highway.

Report

For sometime Central Goldfields Shire Council has been discussing with VicRoads the changing of the Ballarat Maryborough Road to Goldfields Highway.

Central Goldfields Shire Council believes that the name change will offer real strategic benefits, linking with regional development and providing important added connectivity and promotability options.

A name change would not alter the status of the road nor funding and responsibility. It would require the support of VicRoads (no opposition indicated), the support of relevant municipalities including Hepburn Shire and Ballarat, and, property owners/residents would need to be consulted and provide support.

The Ballarat Maryborough Road runs from Ballarat through Miners Rest to Clunes. From Clunes through Talbot to Maryborough.

At this point Central Goldfields Shire Council is seeking initial feedback from both Councils through which the road traverses and also VicRoads, as the responsible authority.

Relevant Policies / Council Plan implications:

The strategic move to rename the Ballarat Maryborough Road is consistent with the Hepburn Shire Council *Council Plan* Key Objective 4
“Council will strengthen our local economy by working with all business sectors and the community”; and
Economic Development strategy 4.2 “Promote and market the shire.”

Community / Engagement / Communication / Consultation:

Not applicable at this point

Financial Implications

Nil

Motion:

That Council

9.1.1 Writes to Central Goldfields Shire Council indicating in-principle support that the Ballarat Maryborough Road be renamed to the Goldfields Highway.

Moved: Cr Tim Hayes

Seconded: Cr Don Henderson

Carried

9. GOVERNANCE AND STRATEGIC MATTERS

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9. GOVERNANCE AND STRATEGIC MATTERS

9.2 TRENTHAM SPUDFEST

(A/O – Chief Executive Officer)

File Ref: 30/14/03

Introduction

This report seeks a financial contribution from Council for the Trentham Spud Festival May 2009.

Report

An initiative of the Trentham Residents and Traders Association (TRATA) the Trentham Spudfest was initiated in 2008.

TRATA once again has requested that Council support the festival by providing some financial assistance.

At the Ordinary Meeting of Council 15 April 2008 Council resolved:

That a grant of \$1,500 be made available to TRATA to assist the holding of the Trentham Spud Festival, subject to:

- (i) The project meeting the normal requirements of Festivals & Events Program to the satisfaction of the Manager Tourism, economic Development & Recreations; and*
- (ii) The grant being subject to the normal acquittals process established under the Community Grants Program.*
- (iii) Financial implication: Funds to come from Events Budget*

Council has two budget allocations that cater for events

- Acc 351 Cultural Activities \$34,500 which includes acc 4311 Events – unallocated \$10,500
- Acc 9550 (Projects) \$30,000 (\$10,000 ChillOut, \$10,000 Book Town, \$10,000 various)

Account 351 generally includes “in-kind” support ranging from \$500 to \$5,000 for the following festivals:

- Words in Winter
- Hepburn Springs Swiss Italian Festa
- Daylesford Highland Gathering
- Andersons Mill Festival
- Daylesford Show
- Glenfest – Glenlyon Music Festival
- News Year Eve Gala
- Creswick Forest Festival

It is recommended that Council contribute \$2,000 to the Trentham SpudFest 2009 as funding to assist with the festival.

Relevant Policies / Council Plan implications:

Council’s support of the Trentham SpudFest is consistent with the following Council Plan 2006-2011 Key Objectives:

1. Strengthening Communities
“Council will engage with and support our diverse communities to realise their potential and determine and achieve their aspirations”.
 2. Economic Development
“Council will strengthen our local economy by working with all business sectors and the community”.
-

9. GOVERNANCE AND STRATEGIC MATTERS

Community / Engagement / Communication / Consultation:

Financial Implications

The recommendation is to provide a financial contribution of \$2,000 to the Trentham SpudFest 2009 to assist with the festival.

Council's events budget 2008/9 currently has an unallocated amount of \$10,500 although Council has also received a request for financial support from the Lindsay Arts Festival which will also be provided for from this budget allocation.

Motion:

That Council

9.2.1 Contribute \$2,000 to the Trentham SpudFest 2009 to assist with the festival

Moved: Cr Sebastian Klein

Seconded: Cr Jon Barrell

Carried.

9. GOVERNANCE AND STRATEGIC MATTERS

9.3 LINDSAY ARTS FESTIVAL

(A/O – Chief Executive Officer)

File Ref: 22/15/02

Introduction

This report seeks a financial contribution from Council for the inaugural Lindsay Arts Festival to be held in Creswick at the end of February 2009.

Report

An initiative of the Creswick District Development Association (CDDA) the Lindsay Arts Festival will be held over ten days from 27 February -9 March 2009

CDDA has embarked on the creation of a suite of festivals to highlight the cultural prominence of the Creswick community and showcase the town, its life style, culture and history. It is planned that the Lindsay Arts Festival will be an annual event.

The CDDA is a proactive community based incorporate entity which seeks opportunities to advance the attractiveness of the Creswick area by helping to provide an exciting, secure and progressive community environment to attract new visitors, engage new businesses and provide residents with a sense of inclusiveness, pride and prosperity.

For sometime the CDDA has successfully held the annual *Lindsay Dinner* which acknowledges Creswick's close ties with the heritage endowed by the Lindsay family. The 2009 festival aims to build on the annual Dinner.

Other projects initiated by CDDA include the Lindsay Arts Trail and the Magic Pudding Playground. Both projects are now incorporated into Council's long term project plan for Creswick.

The Lindsay Arts Festival will use the attraction of the Lindsay family's impact on Australian art and culture as the focus with the objective to promote and brand Creswick as an Arts Town.

Amongst attractions of the 10 day festival is special guest Pearl Goldman. Now in her eighties Pearl Goldman was a model for artist Norman Lindsay and is the author of *"My Memories of Norman Lindsay and My Life in the Theatre"*. The CDDA is sponsoring Ms Goldman to come to be part of the festival from the Gold Coast.

The CDDA has written to Council requesting some financial support for the 2009 Festival.

Hepburn Shire has a number of festivals supported by Council to various levels. Some festivals are classified as community festivals and attract "in-kind" support whilst other's like ChillOut and Book Town are considered events of regional if not state significance and Council is currently contributing financial support to leverage further funding from the State Government for these events.

It is believed that the Lindsay Arts Festival has the potential to become a regional festival.

Council has two budget allocation that cater for events

- Acc 351 Cultural Activities \$34,500 which includes acc 4311 Events – unallocated \$10,500
- Acc 9550 (Projects) \$30,000 (\$10,000 ChillOut, \$10,000 Book Town, \$10,000 various)

9. GOVERNANCE AND STRATEGIC MATTERS

Account 351 generally includes “in-kind” support ranging from \$500 to \$5,000 for the following festivals:

- Words in Winter
- Hepburn Springs Swiss Italian Festa
- Daylesford Highland Gathering
- Andersons Mill Festival
- Daylesford Show
- Glenfest – Glenlyon Music Festival
- News Year Eve Gala
- Creswick Forest Festival

It is recommended that Council contribute \$3,000 to the Lindsay Arts Festival 2009 as seeding funding to assist with the inaugural festival.

Relevant Policies / Council Plan implications:

Council’s support of the Lindsay Arts Festival is consistent with the following Council Plan 2006-2011 Key Objectives:

3. Strengthening Communities
“Council will engage with and support our diverse communities to realise their potential and determine and achieve their aspirations”.
4. Economic Development
“Council will strengthen our local economy by working with all business sectors and the community”.

Community / Engagement / Communication / Consultation:

Several meetings have taken place between officers and members of the CDDA. Ward Councillors, Crs Henderson and Booth are well aware of the Festival, its potential and the request for Council support.

Financial Implications

The recommendation is to provide a financial contribution of \$3,000 to the Lindsay Arts Festival 2009 as a one off stand alone contribution to assist with the inaugural festival. Council’s events budget 2008/9 currently has an unallocated amount of \$10,500 however Council needs to be mindful that this budget is an estimate and it would not be unreasonable for some festivals to run over in terms of the “in-kind” support that Council provides to festivals.

Motion:

That Council

9.3.1 Contribute \$3,000 to the Lindsay Arts Festival 2009 to assist with the inaugural festival

Moved: Cr Don Henderson

Seconded: Cr Janine Booth

Carried.

9. GOVERNANCE AND STRATEGIC MATTERS

9.4 ROAD DISCONTINUANCE – DAYLESFORD EMERGENCY SERVICES PRECINCT.

(A/O –Director Infrastructure & Development)

File Ref: 3/4630/92150

Introduction

To accommodate the development of an emergency services precinct adjacent to the Department of Sustainability Depot on the Midland Highway through to Central Springs Road, an unnamed road is required to be discontinued.

The report provides information on the statutory processes for discontinuance of the unnamed road in accordance with the *Road Management Act 2004*.

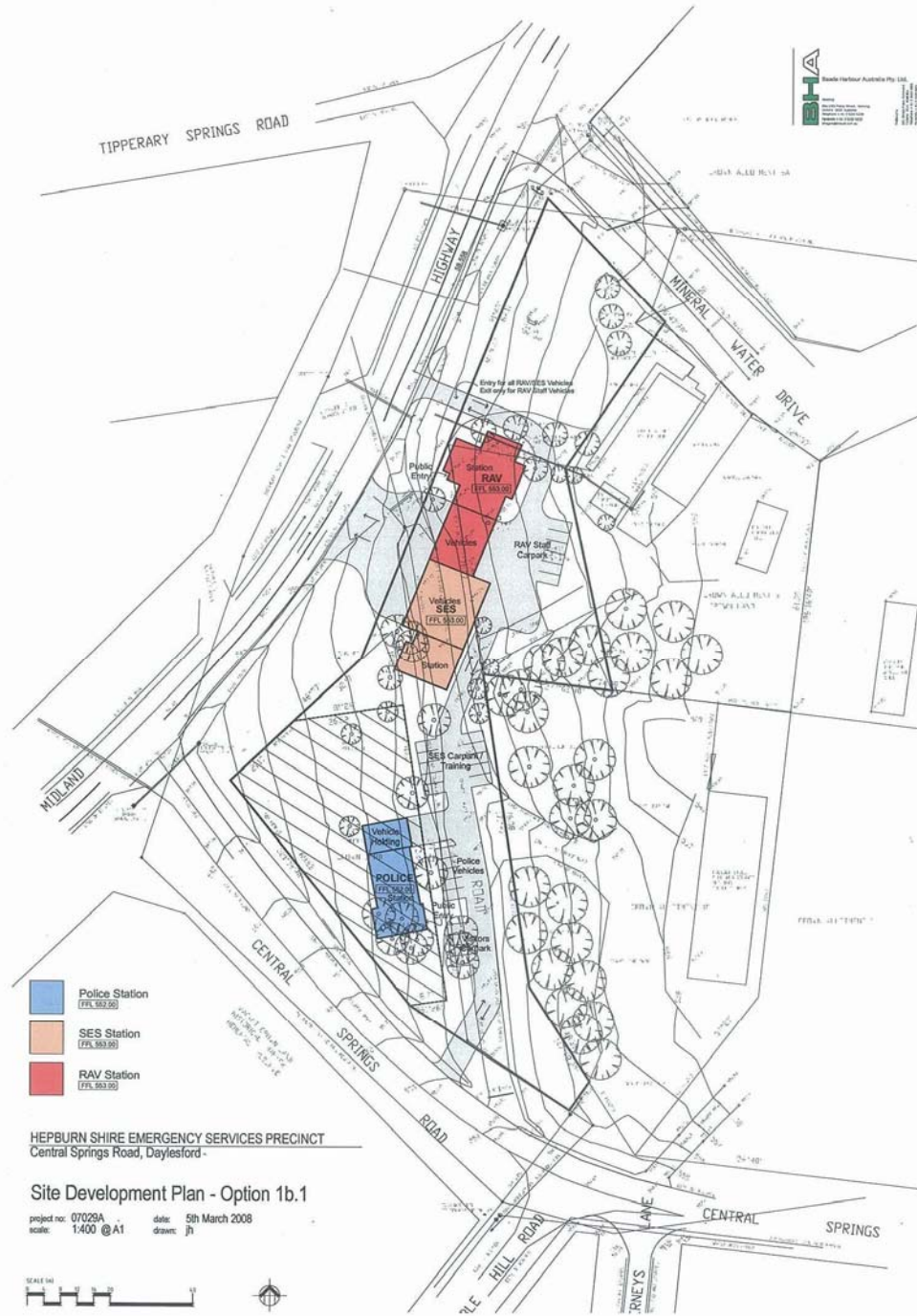
Report

In late 2007 Council facilitated discussions with the Department of Sustainability & Environment (DSE), State Emergency Services Victoria (SES), Rural Ambulance Victoria (RAV) and Victoria Police to consider the establishment of an emergency services precinct for these emergency service agencies on crown land adjacent to the Midland Highway, Daylesford.

RAV & SES were pursuing construction of new facilities and Victoria Police would in the longer term be looking to upgrade/relocate the existing Police station. By having a combined emergency services site this would lead to a more co-ordinated approach to future use of these facilities by these agencies.

The following initial site development plan was agreed to by the various agencies in March 2008.

9. GOVERNANCE AND STRATEGIC MATTERS



At the State Government’s Community Cabinet Meeting held in Hepburn Shire in 2008 the relevant Ministers announced funding for the RAV and SES accommodation projects and turned the first sod. The development of the emergency services site requires the closure of an unnamed road that traverses the site from Central Springs Road to the Midland Highway as shown below.

9. GOVERNANCE AND STRATEGIC MATTERS

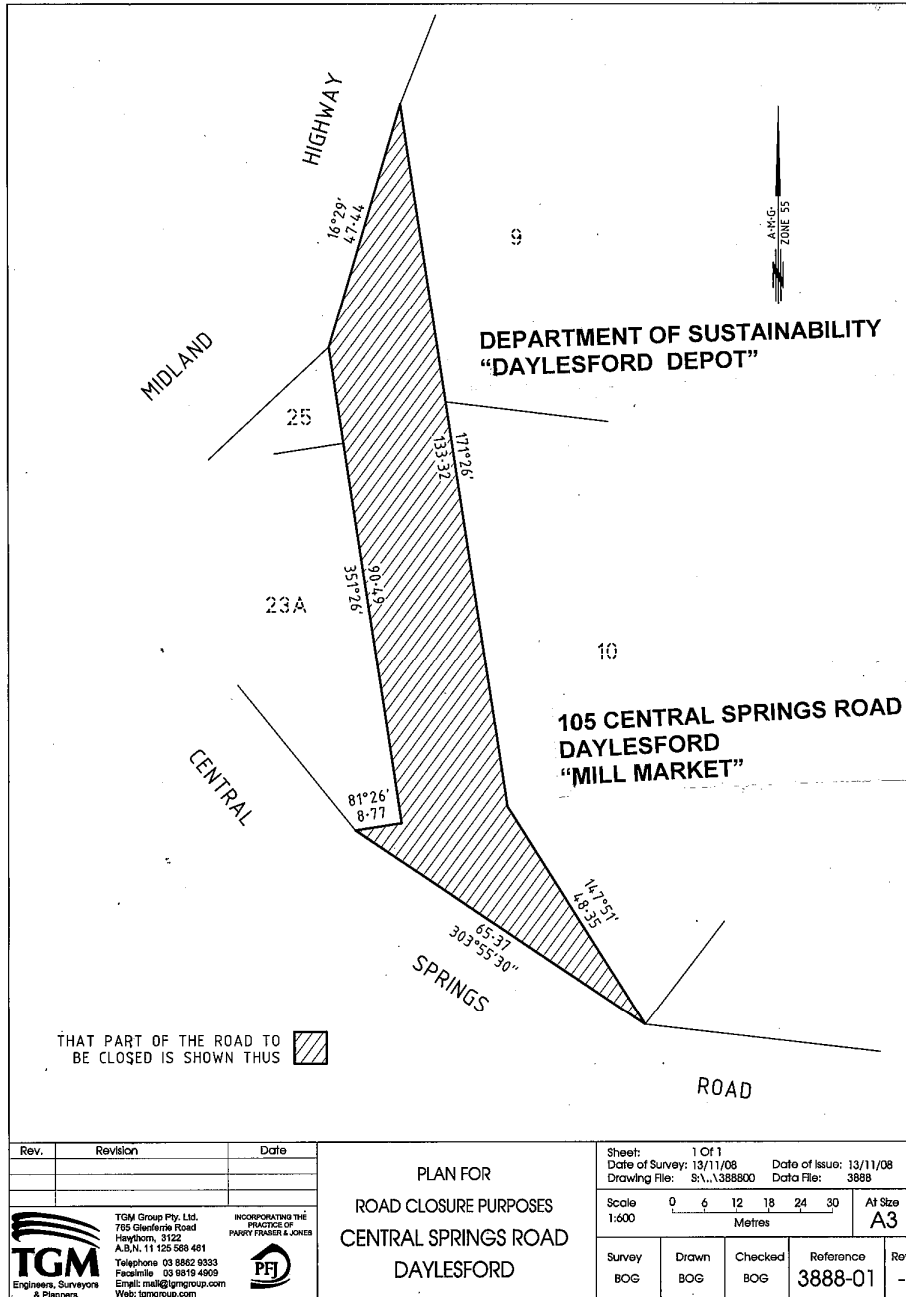


In accordance with the *Road Management Act 2004* the following public notice was placed in the *The Advocate* on 26 November 2008 as well as a copy of the notice to each infrastructure manager (service authority).

PROPOSED ROAD DISCONTINUANCE

Notice is hereby given that Hepburn Shire Council proposes to discontinue the road shown hatched on the plan below as the road is not reasonably required for public purposes and the land is proposed to be used for development of an emergency services precinct.

9. GOVERNANCE AND STRATEGIC MATTERS



Any person affected by the proposal may make a written submission in respect of the proposed discontinuance which will be considered in accordance with Section 12 of the Road Management Act 2004, which includes the right to be heard in support of the submission at a meeting of Council or a Committee of Council. The closing date for submissions is 28 days from the date of this notice.

Submissions should be addressed to the Director Infrastructure & Development, Hepburn Shire, PO Box 21 Daylesford 3460.

9. GOVERNANCE AND STRATEGIC MATTERS

Further enquiries may be directed to Rod Conway, Director Infrastructure & Development on 5348 6412

KAYLENE CONRICK
Chief Executive Officer

End of notice.

At the time of writing this report no submissions had been received and therefore it is recommended that Council formally proceed to discontinue the road. Upon Council resolving to discontinue the road a notice would then be published in the Government Gazette and the road would then be discontinued and vest in the Crown (DSE).

Relevant Policies / Council Plan implications

Council Plan – Strengthening Communities
- Service Delivery.

Community / Engagement / Communication / Consultation

Co-ordination and facilitating meetings with relevant emergency service agencies and DSE.

Public notice of proposed road discontinuance in accordance with statutory requirements.

Financial & Resource Implications Initial & Ongoing

Survey costs \$1200 approximately.

Public notice in Council Advocate page.

Government Gazette costs - \$300

Motion:**That Council:**

9.4.1 Resolve to formally discontinue the un-named road between Midland Highway and Central Springs Road, Daylesford as presented in the report.

Moved: Cr Tim Hayes

Seconded: Cr Jon Barrell

Carried.

9. GOVERNANCE AND STRATEGIC MATTERS

9.5 COMMUNITY SUSTAINABILITY GRANT APPLICATIONS

(A/O – Environmental Sustainability Officer)

File Ref: 30/14/03

Introduction

The new Sustainable Community Grant provides the opportunity for Hepburn Shire based volunteer community groups to take action towards a more sustainable community. This grant is about making changes to our lifestyle and encouraging others to reduce the impact on the natural environment around us.

Providing an incentive for groups to turn an idea into a community asset, funding for projects against the outlined criteria is up to a maximum of \$4000 per project with a budget allocation in 2008/9 of \$12000.

Report

This report provides details of applications received for the inaugural Sustainability Community Grant 2008 which have been assessed against four key areas in the Sustainability Grant Guidelines. The projects are required to be completed within a six month time frame.

The key assessment categories are:

- Energy efficiency
- Water efficiency
- Waste reduction
- Behavioural change

Applicants were asked to complete an application form by the 27 October 2008. An acknowledgement letter was sent on receipt of the applications.

The grant application asked for information against the following grant objectives, in turn becoming the assessment criteria:

1. Project description.
2. Description of the issue addressed by the project.
3. Description of community involvement.
4. Description of how the Shire of Hepburn community will benefit.
4. How the project meets the Grant objectives.
5. How will success of the project be measured.
6. How will you tell the community about the completed project.
7. Costing.

A total of eight grant applications were received by Council being:

Group	Project	Project cost \$	Council Grant request \$
Creswick CFA	Installation of a water tank to supplement existing tank supply to the training area.	2,100	1,600
Daylesford Region Landcare	Bullarto Eco Forestry Project to conduct a survey and educate the community on long term benefits of forest thinning on private and public land	8,000	4,000

9. GOVERNANCE AND STRATEGIC MATTERS

Group	Project	Project cost \$	Council Grant request \$
Creswick Adult Learning Centre	Supply of a water tank as the first stage of establishing a community garden.	3,297	2,997
Hepburn Renewable Energy Assoc.	Conduct a series of workshops on sustainable energy, waste, water and transport	7,516	1,941
Trentham Sustainability Group	Partnership with TRATA to promote plastic carry bag eradication and replacement with environmentally friendly bags	6,842	3,882
Hepburn Relocalisation Group	Consultant guest speakers on a fresh food survey, water and carbon workshop for farmers, well-being and sustainability on farms, skilling up for powering down and community gardens	5,215	3,840
Hepburn Wildlife Shelter	Provision of a concrete water tank to enable the Recovery Centre to be self sufficient and demonstrate sustainable living to the community	5,585	4,000
Hepburn Carbon rationing Group (U3A)	Purchase of hand held utility meters to track, monitor & share results of community carbon emissions in small neighbourhood groups.	5,388	2,883

Relevant Policies / Council Plan implications

Council Plan 5.1 *Promote and practice environmental management and sustainability*

Relevant policies:

- ICLEI Water Campaign
- ICLEI Cities for Climate Protection
- Waste Wise

Community / Engagement / Communication / Consultation

The Sustainability Community Grant was promoted in the media Shire wide with queries responded to internally on an individual basis and application forms available electronically on the Council website.

A letter of project registration was sent to all groups upon receipt of their application.

An assessment panel comprising Council's Eco Leaders and a Sustainability Victoria representative was established to evaluate the submissions and make a recommendation on the applications.

Financial & Resource Implications Initial & Ongoing

Council's 2008/9 budget has Account No. 1980 039 being for Environmental Grants with a budget amount of \$12000. As the recommended applications total \$12,700 the additional \$700 may be accommodated against Account No. 1980 090 Environment Project Expenditure.

9. GOVERNANCE AND STRATEGIC MATTERS

Motion:

That Council:

- 9.5.1 Provide a Grant of \$1,941 to Hepburn Renewable Energy Association (HREA) to conduct a series of workshops on sustainable energy, waste, water and transport**
- 9.5.2 Provide a Grant of \$2,883 to U3A for purchase of utility tracking meters to track and monitor & share results of community carbon emissions in small neighbourhood groups.**
- 9.5.3 Provide a Grant of \$3,882 to Trentham Sustainability Group to promote plastic carry bag eradication and replacement with environmentally friendly bags in partnership with TRATA.**
- 9.5.4 Provide a Grant of \$3,840 to Hepburn Relocalisation Group for consultant guest speakers on a fresh food survey, water and carbon workshop for farmers, well-bring and sustainability on farms, skilling up for powering down and community gardens.**

Moved: Cr Don May
Seconded: Cr Sebastian Klein
Carried.

9. GOVERNANCE AND STRATEGIC MATTERS

9.6 CRESWICK TOURISM & INTERPRETIVE CENTRE – MONTHLY REPORT

(A/O – Director Infrastructure & Development)

File Ref: H 193

Introduction

A progress report on the construction of the Creswick Tourism & Interpretive Centre, being built at Coppers Reserve, Creswick.

Report

Council awarded the building contract to Nicholson Construction Pty Ltd of Ballarat at its meeting on the 21 October 2008.

Nicholson Construction has had possession of the site at Coopers Reserve, Creswick since mid November 2008 and works are progressing as per the contract construction program, with the expected date for completion of the contract in April 2009.

The following building works have been completed as at the end of December 2008:

- Site establishment and set-out
- Preliminary earthworks
- Concrete piling
- Concrete slabs for both buildings

Works programmed for January 2009

- Erection of steel in early January 2009
- Electrical fittings ordered.
- Feature Timber posts on site.
- Roof framing commenced.
- Block veneer work commenced.

Relevant Policies / Council Plan implications:

Council Plan – Service Delivery

Community / Engagement / Communication / Consultation:

Extensive community consultation and engagement has occurred with this project.

Financial & Resource Implications Initial & Ongoing

As at 31 December 2008

9. GOVERNANCE AND STRATEGIC MATTERS

CRESWICK TOURISM & INTERPRETIVE CENTRE EXPENDITURE - 9510 724	ACTUAL 2006/7	ACTUAL 2007/8	BUDGET 2008/2009	ACTUALS 2008/2009 31-Dec-08	TOTAL PROJECTIONS 31-Dec-08	TOTAL BUDGET
Architect	5000	\$ 25,930	\$ 63,870	\$ 64,110	\$ 97,000	\$ 94,800
Subconsultants	1313.18	\$ 1,856	\$ -	\$ -	\$ 3,169	\$ 3,169
Contract Admin			\$ 3,200		\$ 3,200	\$ 3,200
Building contract			\$ 755,000	75456.21	\$ 717,347	\$ 755,000
Variations to Building Contract			\$ 51,000		\$ 86,000	\$ 51,000
Planning Permit	851.89		\$ 450		\$ 1,302	\$ 1,302
Tender costs			\$ 3,000	2813.14	\$ 2,813	\$ 3,000
Consultation costs			\$ 529		\$ 529	\$ 529
TOTAL EXPENDITURE	\$ 7,165	\$ 27,786	\$ 877,049	\$ 142,379	\$ 911,360	\$ 912,000
INCOME -						
COUNCIL	\$ 7,165	\$ 27,786	\$ 215,049	215,049	\$ 250,000	\$ 250,000
FEDERAL GRANT			\$ 450,000	-	\$ 450,000	\$ 450,000
STATE GOVT GRANT			\$ 212,000	-	\$ 212,000	\$ 212,000
TOTAL INCOME	\$ 7,165	\$ 27,786	\$ 877,049	\$ 215,049	\$ 912,000	\$ 912,000

Contract H 193 – original amount \$ 717,347
 Progress payments to builder \$ 75,456
 Claims to be processed \$

Approved variations to project to date: \$ 686
 Total approved contract value for H193 \$ 718,033

Motion:

That Council:

9.6.1 Note & receive the report.

Moved: Cr Janine Booth

Seconded: Cr Jon Barrell

Carried.

9. GOVERNANCE AND STRATEGIC MATTERS

9.7 INVESTMENT POLICY – NO 50

(A/O Manager Finance)

File 16/22/03

Introduction

The Investment Policy is being reviewed as part of the ongoing development of financial policies and procedures.

Report

This item was deferred at the December Council meeting to allow Council to consider this draft policy in more detail at the January Briefing session.

The policy covers the following topics:

- Policy Intent
- Investment Strategy
- Fixed Interest Securities
- Authorised Investments

The following changes were made to the draft policy following discussion at the January briefing session:

- Expansion of point (a) under the heading of “This Policy” and item 1.0 “Intent” to include an acknowledgement that where appropriate a financial institutions community support credentials would be taken into consideration.
- Deletion of point 4 “Fixed interest securities of an Australian Authorised Deposit Taking Institution and Shares listed on the Australian Stock Exchange” from item 3 “Policy”.
- Renumbering of the remaining points under item 3 for clarity.

A copy of the revised draft policy follows this report for Councillor information.

Relevant Policies/Council Plan Implications

This policy is in line with objective 3 of the Council Plan 2006-2011 Asset and Resource Management.
Strategy 3.3 Responsible Financial Management.

Community / Engagement / Communication / Consultation

Nil

Financial and Resource Implications Initial and on-going.

Nil

Motion:

That Council

9.7.1 Adopt the Investment Policy No. 50 and Amendment to the Policy

Moved: Cr Sebastian Klein

Seconded: Cr Rod May

Carried.

9. GOVERNANCE AND STRATEGIC MATTERS



HEPBURN SHIRE COUNCIL

POLICY NUMBER : 50

Investment

9. GOVERNANCE AND STRATEGIC MATTERS

THIS POLICY

This policy is to ensure that:

- (a) The Council invest surplus funds to maximize earnings taking into consideration where appropriate the financial institutions community support credentials, and
- (b) All investments comply with the Local Government Act 1989.

DATE ADOPTED:

DATE LAST AMENDED:

DATE OF NEXT REVIEW:

DATE POLICY LAPSES:

9. GOVERNANCE AND STRATEGIC MATTERS

1.0 INTENT

To outline Hepburn Shire Council's Investment Policy and guidelines regarding the structured investment of surplus funds with an objective to maximise earnings, ensure the security of Council funds, while at all times considering the nature and risks associated with the investment and where appropriate taking into consideration the financial institutions community support credentials, and ethics considered in their Charter.

This policy applies to the investment of all surplus funds held by Hepburn Shire Council. For the purpose of this policy, investments are defined as arrangements that are acquired or undertaken for the purpose of producing income and/or capital gains.

2.0 STRATEGY

All investments must comply with the Local Government Act 1989, Ministerial Order dated 19 July 2007 (or its current equivalent at any time), Section 143 of Local Government Act 1989.

Source documentation pertaining to each investment be provided to the Council by the institution within 24 hours of settlement.

That the Finance Manager or his delegate has the authority to invest Council's funds in accordance with this policy.

Should Council utilize an investment adviser or investment dealer acting on its behalf, then that person must be licensed by the Australian Securities and Investment Commission.

No more than 1/3rd of available investment funds should be in any one investment account.

3.0 POLICY

Authorised Investments

3.1 Certificates of Deposit and Bills of Exchange

- a) A certificate of deposit, whether negotiable, convertible or otherwise, issued by an authorised deposit taking institution as defined by section 3 of the Trustee Act 1958.
- b) A bill of exchange which at time of acquisition has a maturity date of not more than 200 days and which if purchased for value confers on the holder in due course a right of recourse against an authorised deposit taking institution, as defined by section 3 of the Trustee Act 1958, as the acceptor or endorser of the bill for an amount equal to the face value of the bill.

3.2 Investments in the Treasury Corporation of Victoria

3.3 Investments in managed investment schemes

Investments in managed investment schemes which:

9. GOVERNANCE AND STRATEGIC MATTERS

- Have a rating of AAm or a rating of AAf from Standard and Poors Australia Ratings;
- Are registered under section 601eb of the Corporations Law 2001 (Commonwealth)'
- Are liquid with the meaning of section 601KA(4) of the Corporations Law 2001 (Commonwealth) and have a constitution that provides for members to withdraw from the scheme.

3.4 Fixed interest securities of the Australian States and Territories

Investments in the fixed interest securities of the other Australian States and Territories subject to these securities being:

- issued and guaranteed by a State or Territory Government; and
- which have a credit rating equivalent to a Standard & Poor rating of AA or better.

Policy ends.

9. GOVERNANCE AND STRATEGIC MATTERS

9.8 LOAN FOR CONSTRUCTION OF NEW COUNCIL DEPOT

(A/O – Manager Finance)

File Ref: 30/16/31

Introduction

Council resolved to borrow \$1,450,000 towards the construction of the new Council Depot when adopting the 2008/2009 Budget. The loan will need to be taken up in late January, early February 2009 to meet the forecast construction payments.

Report

The Council's 2008/2009 budget provided for a loan of \$1,450,000 to be taken out during the financial year to fund the construction of the Council's new Depot.

For comparison purposes quotes are sought for provision of the loan at a set time on a specified day. The quotes are only open for a short period of time to achieve the most competitive rates. For this reason past practice has been to authorise the Chief Executive Officer to accept the most advantageous quote.

To further facilitate the process it is requested that the Council move a resolution authorising the Chief Executive Officer to sign and seal the Mortgage Document when it is available so that the loan can be drawn down when required.

Relevant Policies / Council Plan implications

This action is in line with Council Plan Objective three dealing with Asset and Resource Management – Strategy 3.3 Responsible financial management.

Community / Engagement / Communication / Consultation

Not applicable.

Financial & Resource Implications Initial & Ongoing

The loan funds and associated repayments have been provided for in the 2008/2009 budget.

Motion:

That Council:

9.8.1 Authorise the Chief Executive Officer to accept the most advantageous quote and sign and seal the mortgage documents for a loan of \$1,450,000 for the construction of the Council's new Depot.

Moved: Cr Rod May

Seconded: Cr Tim Hayes

Carried.

9. GOVERNANCE AND STRATEGIC MATTERS

9.9 MONTHLY FINANCIAL REPORT 1/7/08 – 31/12/08

(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 31 December 2008 is provided for information.

Report

This report provides information on Council's operating performance for the 6 months to 31 December 2008 against the budget adopted by Council in July 2008. The report considers year to date budgets against year to date actual for each operating program and for all capital works.

The budget was adopted based on projected completion of projects and capital works at 30 June 2008 and information available at that time. Council will have an opportunity later this month to review its budget based on current information about projects, variations that occur and new information.

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: \$ 224

Program	Major Activities	Annual Budget \$000's	YTD Budgets \$000's	YTD Actuals \$000's	YTD Variance \$000's
1 Corporate Services					
Revenue Services	Rates & Municipal Charge	-9,673	-9,640	-9,849	209
Grants Commission	Untied Government Grant	-2,201	-1100	-1109	9
Council	CEO's Office & Councillors	806	320	325	-5
Financial Services	Financial Services	407	194	188	6
Technical Services	Engineering Services	794	414	411	3
Governance & IT	Governance Records Management & Information Technology	914	543	547	-4
Organisational Development	Human Resources and Risk Management	243	116	108	8
Other Administration	Office Operations, Postage etc	678	264	266	-2
Total Corporate Services		-8,032	-8,889	-9,113	224

- Revenue services relates to supplementary valuations exceeding expectations.

9. GOVERNANCE AND STRATEGIC MATTERS

Community Services:

Variance (Deficit)/Surplus 000's: \$ 23

Program	Major Activities	Annual Budget \$000's	YTD Budgets \$000's	YTD Actuals \$000's	YTD Variance \$000's
2 Community Services					
Community Development	Community Development, Arts & Culture and Youth Services	511	291	283	8
Family & Childrens Services	Maternal & Child Health, Pre-Schools etc	168	60	56	4
Aged & Disability Services	Home Care Services, Day Activity Centres Meals on Wheels	244	123	123	0
Housing Contract Services	Housing Home Care Services provided under Contract for External Agencies	-6	-7	-11	5
		-8	17	11	6
Total Community Services		909	484	461	23

- Community Development includes \$10 thousand unbudgeted contribution received.

Regional Development:

Variance (Deficit)/Surplus 000's: \$ 208

Program	Major Activities	Annual Budget \$000's	YTD Budgets \$000's	YTD Actuals \$000's	YTD Variance \$000's
3 Regional Development					
Planning & Heritage Services	Strategic & Statutory planning & Heritage services	734	332	270	62
Building Services	Building Inspections	58	29	4	25
Tourism & Economic Development	Tourist information centres Caravan Parks & Economic Development	308	177	31	146
Community Amenities	Public Conveniences, Cemeteries	183	71	67	4
Library Services	Branch Libraries & Bookmobile	324	170	167	3
Other Cultural Activities	Community Events & Museums	73	28	50	-22
Public Halls	Town Halls & Other Public Halls	144	63	73	-10
Total Regional Development		1,825	870	661	208

9. GOVERNANCE AND STRATEGIC MATTERS

- Planning services fees exceeding expectation and vacant statutory planning position.
- Building services in surplus due to extent of activity.
- Tourism & Economic Development is in surplus as a result of receiving an unbudgeted grant of \$150,000 however this will be offset by additional expenditure with an adjustment to the budget made at the mid year review.
- Other Cultural activities relates mainly to the supply of gas to the Creswick museum and additional maintenance required at the Medlyn Complex (Clunes Bottle Museum). The budget for these areas will need to be increased as part of the mid year review.

Public Safety:

Variance (Deficit)/Surplus 000's: \$1

Program	Major Activities	Annual Budget \$000's	YTD Budgets \$000's	YTD Actuals \$000's	YTD Variance \$000's
4 Public Safety					
Fire Prevention	Fire Hazards, signs Fire Access Tracks	17	23	20	3
Animal Control	Animal Management & Pound Operating	-43	12	6	6
Compliance	By-Laws Management & Parking	217	107	109	-2
Health	Health Surveyor, Food Premises Inspections Immunisations etc	116	89	98	-9
Environmental Initiatives	Environmental Officer & Projects	145	74	72	2
School Crossings	School Crossing Supervision	18	9	8	1
Emergency Management	State Emergency Service contribution	6	1	1	0
Total Public Safety		476	314	313	1

Recreation:

Variance (Deficit)/Surplus 000's: (\$81)

Program	Major Activities	Annual Budget \$000's	YTD Budgets \$000's	YTD Actuals \$000's	YTD Variance \$000's
5 Recreation					
Parks & Gardens	Parks & Gardens Maintenance	231	94	133	-39
Reserves	Reserves Maintenance	660	322	356	-34
Mineral Reserves	Mineral Springs Reserves Maintenance	-354	-148	-51	-97

9. GOVERNANCE AND STRATEGIC MATTERS

Swimming Areas	Swimming Supervision & Maintenance	Areas	264	118	82	36
Recreation Management	Recreation Management		176	60	12	48
Indoor Recreation	Indoor Recreation Contribution		30	8	3	5
Total Recreation			1,007	454	535	-81

- Parks & Gardens and Reserves maintenance figures have not been adjusted for seasonal variations in work plans.
- The mineral springs reserves relates mainly to rental income from the bathhouse which has a turnover component. The Budget was based on the original projections of the lease holder which have not been achieved. This will need to be revised when Council undertakes its mid year budget review.
- Recreation management relates to an unbudgeted grant received in advance for \$36k for the Clunes Bowling Club. The budget will need to be adjusted during the mid year review however as the funds are spent the variance will reduce.

Infrastructure:

Variance (Deficit)/Surplus 000's:

(\$ 46)

Program	Major Activities	Annual Budget \$000's	YTD Budgets \$000's	YTD Actuals \$000's	YTD Variance \$000's
6 Infrastructure					
Road Maintenance	Local Road Maintenance plus Local & Federal Road Grants	225	403	526	-123
Depots	Works & Parks Depot Operations	51	29	28	1
Other Transport	Gravel Pits, Plant Hire & Private Works	-598	-302	-378	76
Total Infrastructure		-323	130	176	-46

- Road maintenance figures have not been adjusted for seasonal variations in work plans.
- Other transport mainly consists of plant hire which is directly related to the \$ spend on roads and other maintenance works.

9. GOVERNANCE AND STRATEGIC MATTERS

Waste Management:

Variance (Deficit)/Surplus 000's: \$ 22

Program	Major Activities	Annual Budget \$000's	YTD Budgets \$000's	YTD Actuals \$000's	YTD Variance \$000's
7 Waste Management					
Waste Revenue	Waste Management, Garbage, Recycling Charges and Fees	-1,493	-1,454	-1470	16
Street Cleaning	Street sweeping and Clearance of Street Bins	124	60	51	9
Waste Management	Operation of Transfer Stations and Recycling Facility	1,362	530	543	-13
Land Management	Support for Landcare Groups & Weed Eradication Programs	14	2	-8	10
Total Waste Management		7	-862	-884	22

Unclassified:

Variance (Deficit)/Surplus 000's: \$4

Program	Major Activities	Annual Budget \$000's	YTD Budgets \$000's	YTD Actuals \$000's	YTD Variance \$000's
8 Unclassified					
Oncost Clearing Accounts	Oncost Clearing Accounts	0	-151	-155	4
Unclassified	Minor Expenditure	125	0	0	0
Total Unclassified		125	-151	-155	4

Operating Summary:

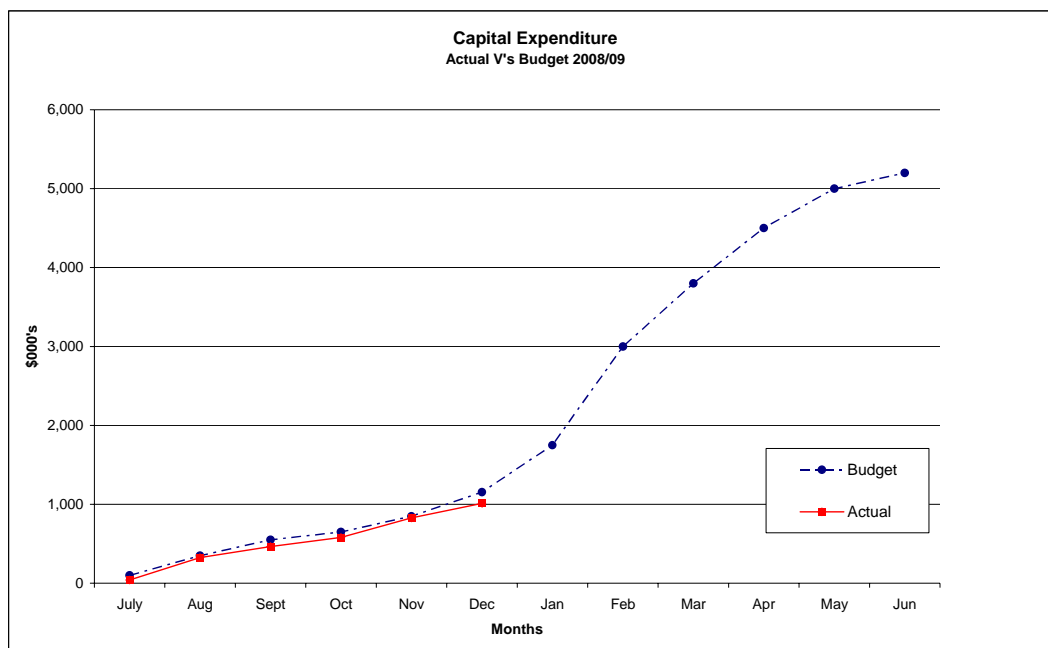
The year to date operating result against budget currently indicates a positive variance of \$355 thousand. After six months of the financial year it is to be expected that there would be few variations that cannot be explained because of timing differences, projects to be carried over from 2007/2008 or projects where unbudgeted funding has been received. The net operating result is monitored each month to ensure that the overall budget is met by year end. There are a number of accounts that will be reviewed during the mid year review that are expected to exceed their original budget however it is expected that there will be sufficient savings throughout the budget to cover them.

9. GOVERNANCE AND STRATEGIC MATTERS

Capital Works and Major Projects:

Program	Major Activities	Annual Budget \$000's	YTD Budgets \$000's	YTD Actuals \$000's	YTD Variance \$000's
9 Capital Expenditure / Income					
Buildings	Buildings	550	644	622	22
Environment	Environment	82	0	2	-2
Mineral Springs	Mineral Springs	112	47	108	-61
	Debt Redemption & Sale of Land				
Other		373	219	133	86
Parks & Gardens	Parks & Gardens	193	59	24	34
Plant & Equipment	Plant & Equipment	794	15	73	-58
Recreation	Recreation	111	61	-122	183
Roads & Pavements	Roads & Pavements	2,518	101	165	-64
Swimming Areas	Swimming Areas	94	8	8	1
Waste Management	Waste Management	58	0	0	0
Total Capital Expenditure		4,886	1,154	1,013	141

The 2008/2009 capital works program is taking shape most projects have been scoped and designed with some contracts let. Main variations in this area relate to projects carried over from 2007/2008 that will be adjusted as part of the mid-year budget review with a few new projects introduced as a result of unbudgeted Government grants that have been received. The year end surplus for 2007/2008 confirms that a number of projects were not completed and will have to be accommodated in 2008/2009. These changes will be discussed later this month during the mid year review process.



9. GOVERNANCE AND STRATEGIC MATTERS

Balance Sheet

The Balance Sheet as at 31 December 2008 is as follows:-

Balance Sheet		
As at 31 December 2008		
	30-Jun-08	31-Dec-08
	\$	\$
Assets		
Current assets		
Cash and cash equivalents	2,714,945	3,435,207
Trade and other receivables	1,399,255	6,476,101
Accrued income	8,126	8,126
Prepayments	5,475	-
Inventories	61,134	104,252
Non-current assets classified as held for sale	66,100	66,100
Total current assets	<u>4,255,035</u>	<u>10,089,786</u>
Non-current assets		
Trade and other receivables	2,359	1,957
Financial assets	955,055	955,055
Investments in associates accounted for using the equity method	375,000	375,000
Capital Works and Income for 2008/09		1,012,688
Property, plant and equipment, infrastructure	150,160,328	150,160,328
Total non-current assets	<u>151,492,742</u>	<u>152,505,028</u>
Total assets	<u>155,747,777</u>	<u>162,594,814</u>
Liabilities		
Current liabilities		
Trade and other payables	(1,524,239)	(344,743)
Trust funds and deposits	(808,616)	(740,050)
Provisions	(1,378,072)	(1,425,108)
Interest-bearing loans and borrowings	(372,853)	(372,853)
Total current liabilities	<u>(4,083,780)</u>	<u>(2,882,754)</u>
Non-current liabilities		
Provisions	(715,559)	(715,559)
Interest-bearing loans and borrowings	(2,161,784)	(2,161,784)
Total non-current liabilities	<u>(2,877,343)</u>	<u>(2,877,343)</u>
Total liabilities	<u>(6,961,123)</u>	<u>(5,760,097)</u>
Net Assets	<u>148,786,654</u>	<u>156,834,717</u>
Equity		
Accumulated surplus	(83,373,098)	(83,373,098)
Operating result for period		(7,986,188)
Reserves	(65,413,555)	(65,475,431)
Total Equity	<u>(148,786,654)</u>	<u>(156,834,717)</u>

9. GOVERNANCE AND STRATEGIC MATTERS

Current Assets:

Cash and investments at 31 December total \$3.4 million and include \$0.95 million for the Long Service Leave Provision.

Net current receivables are \$6.5 million including \$5.8 million in rates. Trade debtors at 31 December are \$439 thousand. 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.

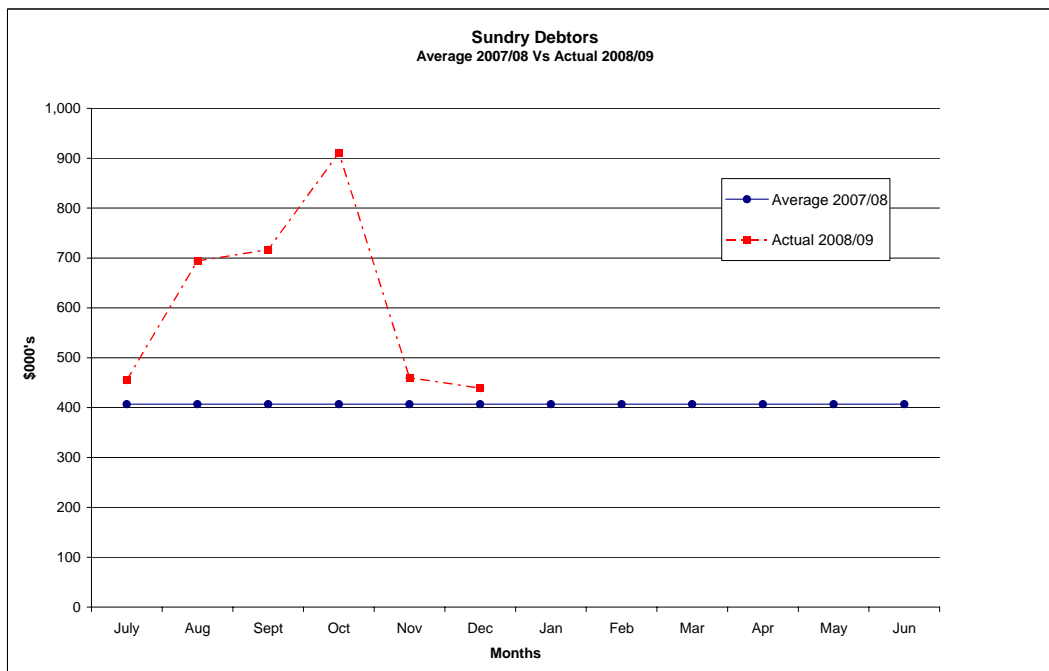
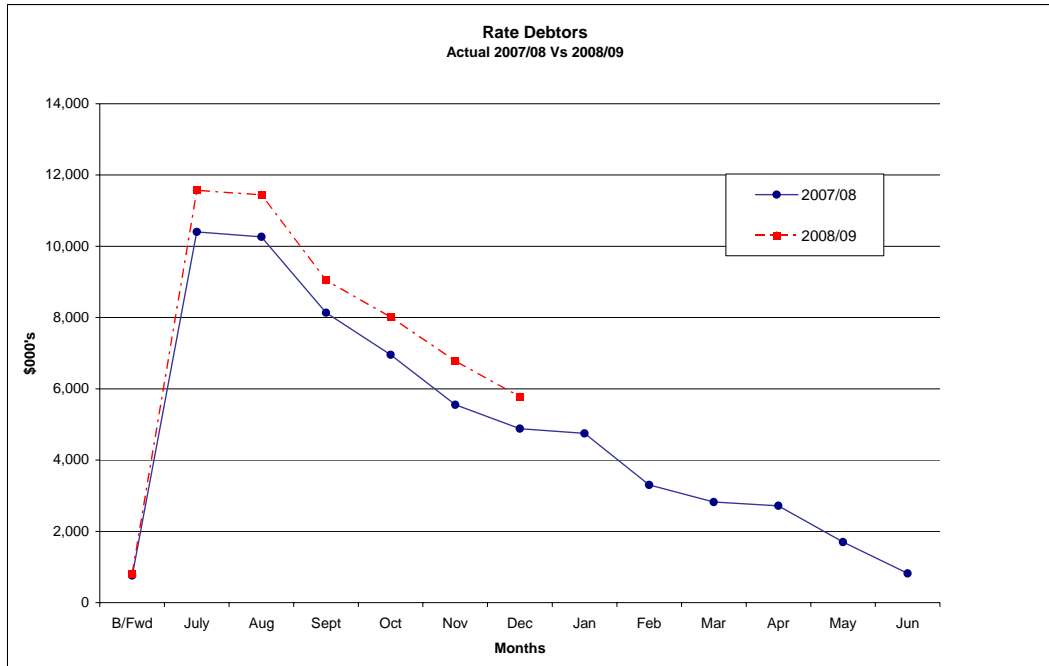
Conclusion:

As expected there are few major variations this stage in the financial year other than those caused by timing differences. However there are some areas that will be closely monitored and reviewed regularly with Management Team and responsible managers. As indicated a number of variances have resulted from projects carrying over from 2007/2008 or new projects where funding will be received in 2008/2009.

The mid year budget review later this month will be an opportunity for these projects to be brought to account and the overall budget fine tuned with the knowledge of the past 6 months of operations. In the meantime 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 December 2008.

9. GOVERNANCE AND STRATEGIC MATTERS



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

9. GOVERNANCE AND STRATEGIC MATTERS

Financial & Resource Implications Initial & Ongoing

The reports attached provide the opportunity for constant review of Council's financial position to ensure compliance with budgets. The reports presented show the annual budget, year to date budget, year to date actuals and year to date variance. The reports note any variances against the year to date actual amount.

Motion:

9.9.1

That Council receives the Monthly Finance Report for the months from 1 July 2008 to 31 December 2008.

Moved: Cr Tim Hayes

Seconded: Cr Jon Barrell

Carried.

9.10 COUNCILLOR REPRESENTATION ON COMMITTEES AND OTHER BODIES

(A/O – Manager Governance and Information)

File Ref: Various

Introduction

Council has established several advisory committees and special committees of Council which assist Council in making policy and strategy decisions and in some cases making decisions on behalf of Council. Many of these committees require that a Councillor be appointed to those committees to represent Council.

In addition to this, Council is also a member of various associations and bodies which require that a Councillor is appointed to be the Council representative.

Report

Councillors have been briefed on the various committees of Council, and have been provided with a discussion paper explaining which committees and other bodies require Council to appoint a Councillor as a representative. The appointments can be classified into two areas; Council appointed committees and External bodies which require that a Councillor be appointed. The tables below show the committees and other bodies requiring consideration for appointment

COUNCIL APPOINTED COMMITTEES			
Committee	Reps	Officer	Type
Audit Committee	2	Manager Finance	Statutory
Agricultural Advisory Committee	1	Manager Economic Development	Advisory
ARC Advisory Committee	1	Recreation Officer	Advisory
Bobonaro Friendship Group Advisory Committee	1	Chief Executive Officer	Advisory
Culture and Arts Advisory Committee	1	Culture and Arts Liaison Officer	Advisory
Heritage Advisory Committee	1	Manager Planning	Advisory
Municipal Emergency Management Planning Committee	1	Director Infrastructure & Development	Statutory
Municipal Fire Prevention Committee	1	Compliance Coordinator	Advisory
Recreation Advisory Committee	1	Recreation Officer	Advisory
Wombat Hill Gardens Advisory Committee	1	Director Infrastructure and Development	Advisory
Youth Advisory Committee	1	Youth Development Coordinator	Advisory
Creswick Development Committee	1	Manager Economic Development	Special

EXTERNAL BODIES REQUIRING A COUNCILLOR TO BE APPOINTED

Committee	Reps
Municipal Association of Victoria (MAV)	1
Victorian Local Governance Association (VLGA)	1
Australian Local Government Women's Association	1
Highlands Regional Waste Management Group	1
Central Highlands Regional Library Corporation	1
Central Highlands Agribusiness Forum	1
Central Victorian Greenhouse Alliance	1
Local Government Sustainability Network (MAV)	1
Destination Daylesford	1

It is recommended that Council appoint the required number of representatives to the committees and bodies listed in the table above. In some instances, the terms of reference may require that a ward councillor be appointed to a committee. In these instances, Council is being asked to reaffirm the appointment of the ward Councillor, or in the case where there are two ward Councillors, decide which ward Councillor will be appointed to the committee.

Relevant Policies / Council Plan implications:

Local Government Act 1989

- 1.1 - To be a leader in community consultation, advocacy & engagement
- 1.2 - Enhance community connectedness, capacity building and leadership
- 2.2 - Improve internal and external communication

Community / Engagement / Communication / Consultation:

Many of these committees have been established to advise Council of issues relating to the development of policy and strategy. As such, appointing Councillors as representatives on these committees is an important step in ensuring that there are consultative processes in place to inform Council on various issues before decisions are made.

Financial Implications

There are no direct financial implications from appointing Councillors as representatives on the various committees and boards. However it should be understood that through appointing Councillors as members of the various committees, associations and external bodies that there may be some reasonable expenses incurred requiring reimbursement in accordance with Councils Councillor Expenses and Resources Guidelines, such as travel expenses.

Motion

That Council appoint the following Councillors to the following Committees:

***Cr Rod May & Don Henderson appointed to Audit Committee;
Cr Rod May appointed to the Agricultural Advisory Committee;
Cr Jon Barrell be appointed to the ARC Advisory Committee;
Cr Sebastian Klein be appointed to the Bobonaro Friendship Group Advisory Committee;
Cr Tim Hayes be appointed to the Culture and Arts advisory Committee;
Cr Don Henderson be appointed to the Heritage Advisory Committee;
Cr Bill McClenaghan be appointed to the Municipal Emergency Management Committee;
Cr Bill McClenaghan be appointed to the Municipal Fire Prevention Committee;
Cr Janine Booth be appointed to the Recreation Committee;
Cr Jon Barrell be appointed to the Wombat Hill Gardens Advisory Committee;
Cr Sebastian Klein be appointed to the Youth Advisory Committee;
Cr Janine Booth & Don Henderson be appointed to the Creswick Development Committee;***

***Cr Bill McClenaghan represent Council as the MAV representative;
Cr Sebastian Klein represent Council as the VLGA representative;
Cr Janine Booth represent Council as the ALGWA representative;
Cr Bill McClenaghan be appointed as Councils representative and Director on the Highlands Regional Waste Management Group;
Cr Tim Hayes be appointed to the Central highlands Regional Library corporation;
Cr Sebastian Klein will represent Council at the Central highlands agribusiness forum;
Cr Rod May represent Council at the Central Goldfields Greenhouse alliance;
and Crs Bill McClenaghan & Jon Barrell represent Council on the Interim Destination Daylesford Tourism board.***

***Moved: Cr Don Henderson
Seconded: Cr Rod May
Carried.***

9.11 BASIN RESERVE – DAYLESFORD SPEEDWAY

(A/O – Manager Governance & Information)

File Ref: 3/0360/00450

Synopsis

Part of the Basin Reserve, Ballan-Daylesford Road, Daylesford is leased to Victorian Independent Speedway Drivers Association Inc (VISDA). Council on 24 August 2008 agreed to the renewal of the Lease for a further 2 years (an option available to VISDA) to 30 September 2010. Council also authorised the execution of the renewal of Lease documents.

Report

The Basin Reserve is Crown land over which Council is committee of management. Part of The Reserve has been leased since at least 1987 as a speedway racing track.

Following the Council's 24 August 2008 decision to renew the Lease, VISDA requested modifications to two of the "Further Special Conditions" contained in the Lease which were originally offered by VISDA.

The conditions and modifications now requested are:

Existing clause 5.1 viz **"providing a new/replacement canteen and upgrading the merchandising area"** –

to be deleted and replaced with the words -

'providing a multi-purpose facility, the design, location and construction of which is to be undertaken in accordance with Clause 11.5 of the Lease';

Existing clause 5.3 viz **"constructing a race track wall to comply with insurers and the landlords requirements"** –

to be deleted and replaced with the words –

'constructing and maintaining a race track wall to a standard which is adequate for the category of speedway racing conducted at the Premises as the Permitted Use by the Tenant and which complies with NASR, Insurers and the Landlords requirements'.

The changes mean a change for a specific building to a general 'multi-purpose facility' which VISDA states will better suit its needs and a clarification regarding the type of race track wall.

There are no long term consequences created by or strong reasons to refuse the changes.

The Lease has one remaining option for a 1 year term.

Relevant Policies / Council Plan implications

The changes will have no Policy or Council Plan implications.

It was previously reported: "Speedway is considered a recreation activity. Policy # 7 aims at there being a diverse range of recreation activities for residents and visitors. While the activity is not directly provided by Council, and may not be preferred by all sections of the community, it does meet the general aims and principles of the Policy.

Policy # 9 – Management of Council Owned and Controlled Properties requires proper and relevant arrangements are in place to recognise occupancy. A lease does this.

There are no significant implications for the Council Plan".

Community / Engagement / Communication / Consultation

Prior to the granting the Lease in 2006, Council advertised its intention to lease and dealt with submissions at the time. Conditions in the Lease were framed to address concerns raised at the time.

Financial Implications

These changes have no evident financial implications.

Motion:

That Council

9.11.1

Approve of the modifications to the Lease Further Special Conditions;

9.11.2

Authorise the Chief Executive Officer to Seal the amended renewal of lease document; and

9.11.3

Submit the renewal to DSE for Minister's consent.

Moved: Cr Janine Booth

Seconded: Cr Jon Barrell

Carried.

10. COUNCIL AS COMMITTEE OF MANAGEMENT OF CROWN LAND

Nil items at time of collating the Agenda

11. COUNCIL SECTION 86 AND ADVISORY COMMITTEES

11.1 DELEGATED PLANNING COMMITTEE MEETING DATES FOR 2009

(A/O – Manager Governance and Information)

File Ref: 16/18/01

Introduction

Council resolved at the December ordinary meeting of Council to establish a Delegated Planning Committee under section 86 of the Local Government Act 1989 with the intention that the committee meetings be held on the second Tuesday of every month at 7pm. It is recommended that this time be changed to 5pm.

Report

The Delegated Planning Committee is a special committee that has been established by Council under section 86 of the Local Government Act 1989. The committee therefore has an instrument of delegation from Council which determines the authority and decision making powers that the committee will be able to exercise. All seven Councillors form the membership of the committee.

The committee provides a forum specifically for dealing with the critical issues of planning and development. It is anticipated that these meetings will be attended not only by the committee members, staff and general public, but by the applicants, objectors, submitters and planning consultants and professionals, architects, etc who may all be involved in the planning processes.

Council is being asked to consider whether or not a 5pm start time for these committee meetings may be more appropriate; given that in attendance will be a number of professionals and community members, some of whom will be travelling long distances to be in attendance at the committee meetings. This would help to ensure that the meetings finish earlier in the evening.

DELEGATED PLANNING COMMITTEE MEETING DATES 2009

Delegated Planning Committee Meetings for 2009		
Date	Time	Location
Tuesday 10 February	5pm	Senior Citizens Room Daylesford
Tuesday 10 March	5pm	Senior Citizens Room Daylesford
Tuesday 14 April	5pm	Senior Citizens Room Daylesford
Tuesday 12 May	5pm	Senior Citizens Room Daylesford
Tuesday 9 June	5pm	Senior Citizens Room Daylesford
Tuesday 14 July	5pm	Senior Citizens Room Daylesford

11. COUNCIL SECTION 86 AND ADVISORY COMMITTEES

Delegated Planning Committee Meetings for 2009 cont'd.		
Date	Time	Location
Tuesday 11 August	5pm	Senior Citizens Room Daylesford
Tuesday 8 September	5pm	Senior Citizens Room Daylesford
Tuesday 13 October	5pm	Senior Citizens Room Daylesford
Tuesday 10 November	5pm	Senior Citizens Room Daylesford
Tuesday 8 December	5pm	Senior Citizens Room Daylesford

The table above displays the date, time and location of the proposed meetings for the remainder of the 2009 calendar year.

Relevant Policies / Council Plan implications:

Local Government Act 1989

- 1.1 - To be a leader in community consultation, advocacy & engagement
- 1.2 - Enhance community connectedness, capacity building and leadership
- 2.2 - Improve internal and external communication

Community / Engagement / Communication / Consultation:

There has been public information distributed regarding the Delegated Planning Committee. The amended times for the committee meetings will be updated on the Council website and published in local newspapers as required.

Financial Implications

There are no direct financial implications for Council regarding the decision to change the time of the Delegated Planning Committee meetings to 5pm.

Motion:**That Council**

- 11.1 Adopt the Delegated Planning Committee Meeting Dates, Times and Locations for the 2009 Delegated Planning Committee meetings as presented in the table entitled 'Delegated Planning Committee Meeting Dates 2009'.**

Moved: Cr Rod May

Seconded: Cr Tim Hayes

Carried.

11. COUNCIL SECTION 86 AND ADVISORY COMMITTEES

11.2 SECTION 86 COMMITTEE & ADVISORY COMMITTEE MINUTES

(A/O – Manager Governance and Information)

File Ref: 1/0320/00070

Synopsis

Section 86 Committee and Advisory Committee minutes have been distributed to Councillors for noting under separate cover.

Report

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

- Minutes of the Clunes Historic Medlyn Complex Committee of Management dated 05/11/08 (File Ref. 1/0320/00070)

Relevant Policies / Council Plan implications:

2.2 – Improve internal and external communication.

Community / Engagement / Communication / Consultation:

Members of the community are represented on these committees.

Financial Implications

Nil.

Motion:***That Council******11.2******Note the Minutes of the Clunes Historic Medlyn Complex Committee dated 05/11/08******Moved: Cr Tim Hayes******Seconded: Cr Don Henderson******Carried.***



CLOSE OF MEETING

CLOSE OF MEETING. The Meeting closed at 8.39pm.