



***HEPBURN SHIRE COUNCIL
ORDINARY MEETING OF COUNCIL
MINUTES***

TUESDAY 15 APRIL 2014

CRESWICK SENIOR CITIZENS' CENTRE

WATER STREET

CRESWICK

6:00PM

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**Hepburn Shire Council
Ordinary Meeting of
Council**



MINUTES

TUESDAY 15 APRIL 2014

Creswick Senior Citizens' Centre

Water Street, Creswick

Commencing 6:00PM

CONTENTS PAGE

1.	ACKNOWLEDGEMENT OF TRADITIONAL OWNERS	5
2.	OPENING OF MEETING	5
3.	APOLOGIES	6
4.	DECLARATIONS OF CONFLICTS OF INTEREST	6
5.	CONFIRMATION OF MINUTES.....	6
6.	NOTICES OF MOTION	7
7.	ITEMS OF URGENT BUSINESS	7
8.	PRESENTATION OF COUNCILLOR REPORTS.....	8
9.	PUBLIC PARTICIPATION TIME	16
9.1.	LETTER OF SUPPORT – A HEATED POOL FOR PEOPLE OF DAYLESFORD AND DISTRICT	16
9.2.	QUESTIONS.....	19
9.3.	REQUESTS TO ADDRESS COUNCIL.....	22
10.	STATUTORY PLANNING REPORTS.....	25
10.1.	PLANNING APPLICATION 299 – USE OF THE LAND AND THE EXISTING BUILDING AS A RESTAURANT FOR UP TO 75 PATRONS, A RESTAURANT/CAFE LIQUOR LICENCE WITH THE OPERATING HOURS OF 10.00AM TILL 11.00PM SUNDAY, 7.00AM TILL 11.00PM ANY OTHER DAY AND REDUCTION OF ON-SITE CAR PARKING AT 6 RAILWAY CRESCENT, DAYLESFORD	25
	ATTACHMENT 1 - PLANS – PLANNING APPLICATION 299 – 6 RAILWAY CRESCENT, DAYLESFORD	31

Hepburn Shire Council Ordinary Meeting of Council



10.2.	PLANNING APPLICATION 101 – USE AND DEVELOPMENT OF THE LAND FOR A MEDICAL CENTRE AT 28 GOLF LINKS ROAD, HEPBURN	34
	ATTACHMENT 2 - PLAN – PLANNING APPLICATION 101 – 28 GOLF LINKS ROAD, HEPBURN	39
11.	OFFICERS’ REPORTS	41
11.1.	PROPOSED BUDGET 2014/15.....	41
	ATTACHMENT 3 - PROPOSED BUDGET 2014/15 (ISSUED UNDER SEPARATE COVER).....	53
11.2.	COMMUNITY FACILITY FUNDING PROGRAM APPLICATION – VICTORIA PARK, DAYLESFORD	54
	ATTACHMENT 4 - VICTORIA PARK COMMUNITY FACILITY CONCEPT DESIGN	57
11.3.	CRESWICK BOWLING CLUB LIQUOR LICENCE LETTER OF SUPPORT.....	59
	ATTACHMENT 5 - CRESWICK BOWLING CLUB INC – FULL CLUB LIQUOR LICENCE	61
11.4.	FOUR SEASONS EVENTS GRANTS PROGRAM	63
	ATTACHMENT 6 - SUMMARY – FOUR SEASONS EVENTS GRANT APPLICATIONS – ROUND TWO WINTER AND SPRING EVENTS .	68
11.5.	PROPOSED SALE OF LAND SURPLUS TO REQUIREMENTS - FLORENCE DENBIGH PRATT RESERVE – REAR OF TABLE HILL ROAD, DAYLESFORD	70
11.6.	HEPBURN SHIRE DOMESTIC ANIMAL MANAGEMENT PLAN	75
	ATTACHMENT 7 - DRAFT DOMESTIC ANIMAL MANAGEMENT PLAN (DAMP) 2014 – 2017.....	78
11.7.	VINCENT STREET, DAYLESFORD – PEDESTRIAN CROSSING IMPROVEMENTS.....	94
11.8.	EXCHANGE OF LAND – RIJK ZWAAN – DAIRY FLAT ROAD, MUSK	98
11.9.	RECORD OF ASSEMBLIES OF COUNCILLORS – MARCH 2014 .	102
	ATTACHMENT 8 - RECORDS OF ASSEMBLIES OF COUNCILLORS – MARCH 2014	105

***Hepburn Shire Council
Ordinary Meeting of
Council***



12.	COUNCIL SPECIAL COMMITTEES (SECTION 86).....	126
	12.1. MINUTES OF SPECIAL COMMITTEES (SECTION 86)	126
13.	COUNCIL ADVISORY COMMITTEES.....	128
	13.1. MINUTES OF ADVISORY COMMITTEES.....	128
14.	CONFIDENTIAL ITEMS.....	130
	14.1. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC.....	130
15.	CLOSE OF MEETING	131

AARON VAN EGMOND
CHIEF EXECUTIVE OFFICER
15 APRIL 2014

1. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

We would like to acknowledge that we are meeting on Jaara (people) Country, of the Dja Dja Wurrung community.

We acknowledge that their forebears are the traditional owners of the area we are on and have been custodians for many centuries and have performed age old ceremonies of celebration, initiation and renewal.

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

2. OPENING OF MEETING

PRESENT: Mayor Councillor Don Henderson, Deputy Mayor Councillor Kate Redwood AM, Birch Ward Councillor Pierre Niclas, Cameron Ward Councillor Neil Newitt, Coliban Ward Councillor Sebastian Klein, Creswick Ward Councillor Greg May, Holcombe Ward Councillor Bill McClenaghan.

IN ATTENDANCE: Chief Executive Officer Aaron van Egmond, General Manager Corporate Services Evan King, General Manager Community Services Kathleen Brannigan, General Manager Infrastructure Bruce Lucas, Manager Planning Justin Fiddes, Governance Officer Mary Dancuk.

STATEMENT OF COMMITMENT

“WE THE COUNCILLORS OF HEPBURN SHIRE
DECLARE THAT WE WILL UNDERAKE 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. DECLARATIONS OF CONFLICTS OF INTEREST

Chief Executive Officer Mr Aaron van Egmond declared an indirect Conflict of Interest - financial interest in **Agenda Item 10.2 – Planning Application 101 – Use and Development of the Land for a Medical Centre at 28 Golf Links Road, Hepburn** as a former resident (tenant) at 28 Golf Links Road, Hepburn.

Mr van Egmond left the meeting at 7:15 pm and returned to the meeting at 7:28 pm. Mr van Egmond was absent while these matters were considered.

Councillor Kate Redwood declared an indirect Conflict of Interest – conflicting duty in **Agenda Item 11.2 – Community Facility Funding Program Application – Victoria Park, Daylesford** as the Secretary of the Daylesford Football Netball Club.

Councillor Redwood left the meeting at 7:50 pm and returned to the meeting at 7:55 pm. Councillor Redwood was absent while these matters were considered.

5. CONFIRMATION OF MINUTES

RECOMMENDATION

- 5.1 That the Minutes of the Ordinary Meeting of Council held on 18 March 2014 (as previously circulated to Councillors) be confirmed as required under Section 93 (2) of the Local Government Act 1989.

MOTION

5.1. *That the Minutes of the Ordinary Meeting of Council held on 18 March 2014 (as previously circulated to Councillors) be confirmed as required under Section 93 (2) of the Local Government Act 1989.*

Moved: Councillor Neil Newitt
Seconded: Councillor Bill McClenaghan
Carried.

6. NOTICES OF MOTION

Nil

7. ITEMS OF URGENT BUSINESS

Nil

8. PRESENTATION OF COUNCILLOR REPORTS

MAYOR'S REPORT

Councillor Don Henderson, Creswick Ward

Recently, I attended along with staff and consultants a Creswick Streetscape consultation.

Many people were keen to see that Creswick had the opportunity to do some work such as remediation work on the footpath outside of the supermarket and were particularly interested to see that our young people were catered for with suggestions for the use of the old bowls site as a possible skate park. Some wanted the street cleaned up with some work on shop verandahs. The overwhelming consensus was that people did not want streets like Daylesford.

Some fun was certainly had at my expense at the Creswick Primary School Fair which was very well attended and successful. I took my turn in the dunking tank where children and adults had the chance to throw a ball and trip a switch which sent me into the tank. Great fun and plenty of money raised for a good cause.

Parks Victoria heritage officers were taken on a tour into the bush to be shown the remains of a gold cradle that is believed to be the only one of its type in existence. Unfortunately, this may be lost if left where it is. I believe it would be a great addition to the old stamper battery but this idea may have struck some bureaucratic problems.

Regional Council's Victoria Rural Summit was held in Nhill this year and was very well attended. Most important discussions were around road and rail links to rural centres and the cost to various Councils. Interesting to find out that Hepburn Shire had the lowest rate increases and also the lowest rate differential for farm properties. There were some innovative ideas but I was amazed to find that racism was well alive in rural Victoria. I will table documents for those interested in the contents.

The Warehouse – Clunes official opening. A good gathering from local and areas outside the Shire attended this event. I noted that all Councillors attended this event to lend support to this venue. Locals seem to have some mixed feelings regarding the size of the library and the museum but most agree that it is an excellent result for Clunes and surrounding areas. This project was completed on time and within budget. Officers involved are to be commended for this.

A great event was held to mark the 150th year of the Hepburn Primary School. The event was made interesting by past pupils and teachers telling tales out

of school. Seems that one of the teachers had been sure of who broke the toilet bowl with a rock but the culprit finally fessed up. Wrong all of these years.

I attended a very well organised display of aprons held in this hall by the Sisters of Creswick. Aprons of all shapes and sizes and some really great craftwork.

The annual Gem Show organised by the Gem Club at the Creswick Woollen Mills attracted over 3,000 visitors this year and promises to grow next year. I was amazed at the number of people and the very well presented displays and stalls.

Anderson's Mill Festival was, according to all I spoke to, a great success. There was a great array of local produce and entertainers.

Last Sunday saw the handing over of a new light tanker for Smeaton CFA. This tanker will provide improved local protection and is a very safe vehicle for fire fighters to use. Most of the town turned out for this important event. Also of interest is that the Smeaton CFA has now started a junior fire brigade which will hopefully bring a new generation into this essential service.

COUNCILLOR REPORTS

Councillor Sebastian Klein, Coliban Ward

I have had pause to reflect upon governance at the memorial of a much treasured founding member of the Victorian Local Governance Association (VLGA,) John Cohen. As a refugee from pre-World War II Germany, John had a more acute appreciation than most, for our democratic rights and liberties than most and exercised them with relish. He attended almost every General and Extraordinary Meeting of the organisation and participated in democratic processes fiercely and fairly.

His story is a greatly inspiring one and his input and oversight to the VLGA's Rules of Incorporation over the 20 years have been and are well valued in the operations of that organisation. His efforts live on in a raft of other organisations, from pioneering adult education activities to interfaith dialogue. They also live on in the efforts of those who worked with him. I will keep his dedication to community governance in mind. It is a principle that we can utilise to our benefit as a council, and in community meetings such as I attend with my ward meetings and many others, even on cold evenings sometimes with hostile or angry residents.

One such meeting was my April ward meeting where items such as the Stanbridge Jinker, road shoulders, community gardens, the Hepburn Hub and picnic seating and interpretive signage were all hot topics. Also a hot topic was the concept of a Musk community meeting place, first raised by the Musk community planning group. There is a strong view in the Musk community that the proceeds from Council's release of the Musk tennis courts in the mid-2000s should be used for a meeting room. Further, it is the view of the community that we should participate in planning with the CFA and the local brigade to construct such a meeting place at the Musk CFA property.

Other events I have attended this month included:

- Trentham Spudfest meeting
- Trentham food hub
- Two Trentham Hub Community Reference Group meetings
- Town structure plan
- Official opening of The Warehouse – Clunes
- Coliban Ward Meeting – Bullarto Hall
- Victorian Local Governance Association Board strategic retreat
- Trentham Neighbourhood Centre Dinner
- John Cohen's memorial service.

Councillor Greg May, Creswick Ward

Since being elected to Council, I have been continually surprised by the number and the diversity of community groups within the Shire. In late March, I was invited to attend the Annual General Meeting of the Lingbogol Girl Guides Camp in Creswick. Lingbogol is a facility which I admit I previously knew nothing about but came away impressed with the facility itself and the dedication of the relatively small committee who are responsible for the running of the camp and its upkeep.

On Saturday 29th March I, along with all other Councillors, attended the official opening of 'The Warehouse – Clunes'. This new facility is one which people of the Hepburn Shire should be proud of and one which people of Clunes and district will no doubt enjoy for many years down the track.

Last Tuesday night I attended the Central Highlands Agribusiness Forum (CHAF) board meeting held in the Council offices in the Daylesford Town Hall.

A number of reports were received on the night relating to CHAF's activities including: a potential name change, the Victorian Bioenergy Network, regional food branding, their My Farm Store project and cropping trials at their Mount Rowan demo farm.

I'd also like to report on the recently conducted Anderson's Mill Festival held in Smeaton on 6th April. Although the Festival is small when compared to others held within the Shire, it is significant locally and this year attracted over 2,000 visitors. The festival has a local community focus and provides many community groups and local producers the opportunity to showcase their produce and fundraise for their organisation.

On a much sadder note, in the week prior to the Festival a theft took place from Anderson's Mill. Stolen was the wooden casting pattern for the hub of the water wheel at the mill. It is an important historic artefact made by Hunt and Opie Victoria Foundry Ballarat in 1861. It has been cared for and retained on site by the Anderson family and more recently by Parks Victoria for over 150 years. Why someone would steal this artefact and what they might do with it simply beggars belief. If anyone hears about it or sees it, I'd strongly urge you to report it.

Councillor Bill McClenaghan, Holcombe Ward

Every now and again Mr Mayor there would have to be a quiet month or maybe a quieter month on Council. Having experienced somewhat less than normal events, meetings and activity in the last several weeks, there is time to report to Council on two items of interest.

As we know, three Regional Waste Management Groups are to be amalgamated by the end of July. The Highlands, Grampians and Desert Fringe Waste Management Groups are to merge together into the Grampians Central West Waste and Resource Recovery Group. Twelve Councils are affected by this merger and twelve Councillor Directors serving on the old Waste Management Groups are to be reduced in number to only four. In addition, a number of skills based Directors are to be appointed onto the new Group. The Minister will appoint the Chair, being one of the four Councillors.

All twelve Councils will still be involved through Local Government Waste Forums for which all have nominated a Councillor representative and an appointed Council Officer for providing advice. The Forums will bring matters identified by all "member" Councils to the attention of the new Board. Certainly those four Councillors who become Board Members will also attend

the Forum meetings representing the Board itself and the Councils that initially nominated them as representatives.

The new Board will be funded and resourced by the Department of Environment and Primary Industries (DEPI) and its members responsible to the Minister. The Forums will be resourced by member Councils. Both Board meetings and Forum meetings will circulate around a massive area covered by this new amalgamated Group. Stretching from Bacchus Marsh to the South Australian border, the new Group will cover one third of the State. This will make its operations and getting to meetings more difficult than for the amalgamated Melbourne Metro Group.

Council nominees are currently considering whether to nominate for the four available Directorships. An election conducted formally by the Victorian Electoral Commission (VEC) will be conducted at the first Forum in early May. There was a pre-Forum Forum in Ararat on Friday 4th April at which we had some of the new governance arrangements outlined. The first actual Forum and election of four Directors will be on 2nd May in Stawell.

The other matter for my report this month, Mr Mayor, is the outcome of this year's Glenlyon New Year's Sports Day. This annual event is no longer just a local do but more and more a regional event attracting more and more visitors from way out of the Shire.

The Glenlyon Sports Day receives some in kind assistance from Council but no cash allocation like some of our "hero events" receive. Everything is done on a shoestring budget with local volunteers doing all that is required including arranging lots of free publicity like with Macca on the ABC and 'Australia All Over'. No huge fees are paid to professional organisers and most funds raised are clear profit.

The Glenlyon Sports Club donates most of the profits to the wider community. They keep only what they need to get the next year's event going. For example, they don't get given say \$30,000, make a \$30,000 "profit", donate the \$30,000 and then come cap in hand again the next year. Money donated from this year's Glenlyon New Year's Sports Day amounted to a whopping \$16,800 and went to worthy groups and causes in Glenlyon, Trentham, Daylesford, Hepburn Springs, Creswick and even the Royal Children's Hospital in Melbourne. Other local groups would do well to take a leaf out of their book and when it comes to running events, do likewise. I think that we need to redefine just what a "Hero Event" really is because this group is truly one of our unsung community heroes.

Councillor Pierre Niclas, Birch Ward

No report.

Councillor Kate Redwood AM, Birch Ward

As a local government councillor, you often feel that you carry the ball for a sprint before passing it to another player - and so it is always a pleasure to go through the Action List from Council meetings (regularly circulated by Mary Dancuk) to check those decisions we as a Council have made and to see what is holding them up. It is pleasing to note from the last Action List that outstanding items are not so many and that the reasons for their delay are mostly outside Council's control.

It is also pleasing that it is possible for so many of this Council's initiatives to be taken up in the draft budget before us tonight.

This month has been relatively quiet, allowing me to pursue my love of ticking tasks off lists.

Outside the usual Councillor briefings and regular Tuesday meetings, I have attended the following:

- 19/03/2014 6.45 am Girl Guides Mentors breakfast – an annual event which provides year 11 girls with an opportunity to gain advice and networking in the field of their choice. My role was to give the welcome and to thank the guest speaker - Chief of Staff, KPMG.
- 27/03/2014 International Women's Day Advisory Committee debrief and commencement of the quilt honour roll working group.
- 27/03/2014 The induction service for the Rev Jeff O'Hare as rector of Christchurch where I spoke as requested on behalf of the civic world!
- 29/03/2014 Official Opening of The Warehouse – Clunes.
Congratulations to all involved in creating a splendid facility.
- 1/04/2014 Various meetings re rectifying the netball change rooms at Vic Park.

Cr Niclas and I attended the Hepburn Springs public meeting to discuss the streetscape.

Hepburn Primary School induction of school captains – spoke on Leadership.

8/04/2014 A meeting to progress the development of a heritage advisory committee for the Shire.

Councillor Neil Newitt, Cameron Ward

Councillors, it has been a very busy month, with one of the highlights being the opening on The Warehouse – Clunes.

It was great to see you all there to celebrate the official opening of this facility. I'm sure you would like to join me in thanking all who worked toward the successful opening - staff, community members and volunteers who contributed to making the day such a success.

I look forward to seeing how The Warehouse develops into the future and hope it helps model the facilities we plan to roll out across the Shire.

Councillors, I would like to report tonight on one of the successes driven from the infrastructure renewal part of the Flood Recovery program. Although Clunes is yet to see the Catchment Management Plan for the town, I would like share with you of one of the successes of the post flood works.

David Shields and his wife Fiona moved to Clunes in September last year as weekenders, dividing their time between work in Melbourne and weekends in Clunes.

They had first visited Clunes when their son was a pupil at Wesley College, 11 years ago.

David works at Caulfield Grammar School in Melbourne as a tennis coach. During part of his 30 years as a professional coach, he worked with the Victorian Tennis Foundation, coaching tennis for socially disadvantaged kids.

Over the years, he has worked with some of the greats of international tennis including John McEnroe, Bjorn Borg and Yannick Noah.

David came and saw me last year when he heard of the rebuilding of the Clunes Tennis Courts after the floods.

We spoke at length about the courts, and subsequently, David met and spoke to the principal of the Clunes Primary School.

David has become a coach for the Clunes Primary School's Active After School program, which encourages kids to learn and participate in a variety of sports - to encourage a healthier lifestyle. Out of around 130 students, 120 have signed up learn for tennis through the after school program.

David and his family have now made the decision to move permanently to Clunes this year, now wanting to make Clunes their home. They look forward to becoming a part of the community.

I would not have thought the reconstruction of the tennis courts would be a driver of regional growth, but it just goes to show that our commitment to delivering the post flood recovery program, can deliver positives in all manner of ways.

RECOMMENDATION

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

MOTION

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

Moved: Councillor Greg May

Seconded: Councillor Sebastian Klein

Carried.

9. PUBLIC PARTICIPATION TIME

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

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

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

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

9.1. LETTER OF SUPPORT – A HEATED POOL FOR PEOPLE OF DAYLESFORD AND DISTRICT

SUMMARY

A letter of support addressed to the Chief Executive Officer Aaron van Egmond, Mayor Cr Don Henderson and Shire Councillors was received on 19 and 26 March and 3 April 2014 for a Heated Pool for people of Daylesford and district signed by 16 local residents which reads:

“We note that Council is now giving consideration to replacing buildings at Victoria Park (Shire News p 7) and will plan a multi-purpose facility. We ask Council to consider including plans for a multi-purpose heated pool for people of the greater Daylesford district. Many in the community have been without a suitable facility for about six years, and we are unaware of a plan to replace the pool we, the local community, so sadly lost to tourism. The Relaxation Pool was widely appreciated and well used before the demolition of the old Bathhouse. Our feeling of deprivation is no less now than it was then.

We are still concerned at the current lack of a suitable heated pool for the citizens of the eastern part of the Hepburn Shire. This includes Daylesford, Musk Vale, Korweinguboora, Sailors Falls, Leonards Hill, Blampied, Mt Prospect, Hepburn, Yandoit, Clydesdale, Coomoora, Glenlyon, Drummond, Denver, Musk Creek, Lyonville, Bullarto and Trentham.

We are particularly concerned that there is no appropriate facility for people who have special needs such as parents with babies, toddlers and learners, people recovering from accidents and surgery, and the ageing population of the district, many of whom have been referred to hydro-therapy by a local doctor. A few fortunate ones are able to travel to another shire for a warm water pool – an important service to the community. Swimming is a valuable sport and a healthy activity, and special classes when recommended, benefit people with special needs.

And so we, the undersigned, ask Council to give a priority to this request, so that a heated pool will become a reality for Hepburn Shire.”

RECOMMENDATION

That Council:

- 9.1.1 Receives and notes the letter of support for a Heated Pool for people of Daylesford and district.
- 9.1.2 Refers the letter of support to the General Manager Community Services for consideration as part of the redevelopment of Victoria Park, Daylesford.
- 9.1.3 Advises the first signatory of the letter of support of Council’s process.

MOTION

That Council:

- 9.1.1. *Receives and notes the letter of support for a Heated Pool for people of Daylesford and district.*
- 9.1.2. *Refers the letter of support to the General Manager Community Services for consideration as part of the redevelopment of Victoria Park, Daylesford.*
- 9.1.3. *Advises the first signatory of the letter of support of Council's process.*

Moved: Councillor Kate Redwood

Seconded: Councillor Neil Newitt

Carried.

Councillor Sebastian Klein called for a division.

Councillors that voted in favour of the motion: Councillor Don Henderson, Councillor Sebastian Klein, Councillor Greg May, Councillor Kate Redwood, Councillor Pierre Niclas, Councillor Neil Newitt.

Councillors that voted against the motion: Councillor Bill McClenaghan.

9.2. QUESTIONS

**Question: From Ms Judy Henderson
President
Creswick & District Residents Association (CADRA) Inc**

The Creswick Ward Community Committee (CWCC) spent many hours in discussion and public consultation to prepare the next Creswick Ward Community Plan for 2013-2017.

The final of three public consultations was held at Doug Lindsay on Wednesday 20 March 2013. The final draft Plan is dated October 2013.

The final approved draft Plan is posted on the Shire web pages however this has not been endorsed by the Shire Council as yet.

Can you tell me why it has taken so long for this to be endorsed and advise when it will be endorsed or if not, why it is unable to be endorsed by the Council?

Answered by Mayor Cr Don Henderson

Council's current Community Planning Framework adopted in 2007 does not include a process for endorsement of Community Plans by Council. Past practice has been for community plan representatives to present their plan to a Councillor briefing session. Council officers are currently working on the development of a new Community Planning Policy and Strategy with completion scheduled for July 2014. The policy will provide a mechanism for Council to deal with the plan.

Question: From Ms Judy Henderson, Creswick

Having served as a community member on the Creswick Ward Community Committee (CWCC) from March 2011 – November 2013, and having spent a good deal of time working on the Ward Community Plan, I am keen to know what the Council is doing in respect of the CWCC. [I have asked about this twice but received a nil response from Council Officers.]

There has been no call for nominations for the next CWCC or equivalent.

Can you advise why not?

Can you advise why there have been no further discussions about the next iteration of a Creswick Community Committee?

Answered by Mayor Cr Don Henderson

Council is very appreciative of the significant work undertaken by volunteer members on Council Advisory Committees.

A review of Council's current Advisory Committees has been completed. Future directions for the Creswick Ward Community Committee will be considered at the May Council briefing.

**Question: From Ms Judy Henderson
President
Creswick & District Residents Association (CADRA) Inc**

There have been numerous complaints and incidents involving the entrance to the local FoodWorks Supermarket. Many residents and visitors have difficulty with the slope of the area in front of the supermarket and some are not able to enter at all, especially those who are physically impaired.

Can Council please advise if the gradient on this pavement is compliant with (i.e. meets) the current Australian Standard for footpaths?

Can Council please advise what they are doing to correct any non compliance if identified?

Answered by Mayor Cr Don Henderson

Council is aware of the excessive gradient on the footpath and can confirm that the cross fall of the path at this location does not meet with current day standards.

Council is currently progressing a streetscape planning project for 5 towns across the shire including Creswick. The recent community consultation has also identified some concerns with this footpath.

One of the benefits of the streetscape planning work is the ability to consider a footpath upgrade as part of a larger project to revitalise the main street. This may include a range of initiatives including improved accessibility for pedestrians, visual amenity and other works.

The priority works resulting from the streetscape planning project are not yet determined, however Council's Proposed 2014/15 budget does provide an allocation for implementation of priority works resulting from the streetscape planning project.

In addition, as part of Council's asset renewal works, every endeavour is made to construct replacement assets to meet current day standards. This aims to ensure improved infrastructure is provided and to address increased construction standards over time.

Question: From Ms Liz Burns, Musk

Is it possible to have an update on negotiations between Musk CFA & Council re Musk Tennis Court funds?

Trevor Brown, Captain of Musk CFA has not had any communications from Council since my letter on behalf of community last year.

Answered by Mayor Cr Don Henderson

Council acknowledges receipt of a copy of "A Meeting Place for Musk" community meeting minutes held on 20 October 2013.

The minutes indicated a possible use of the \$20,000 received by Council from the sale of the Musk tennis court could be the construction of a community room built onto the existing Musk Fire Station.

Council has not been involved in negotiations with the Musk CFA regarding this potential project and to date has not received a request to do so.

9.3. REQUESTS TO ADDRESS COUNCIL

Mr Ian Esmore, Daylesford Design Studio, addressed Council on behalf of the property owner in relation to **Agenda Item 11.5 – Sale of Land Surplus to Requirements – Florence Denbigh Pratt Reserve – Rear of Table Hill Road, Daylesford** requesting “Councillors not endorse the Officer’s Recommendation as put forward without an amendment and to seek an alternative approach to resolving the land dispersal otherwise”.

Mr Esmore tabled the attached document which was distributed to Councillors at the meeting.

Proposed Sale of surplus land : Florence Denbigh Pratt Reserve
[NOTICE TO SELL LAND - The Advocate 13 November 2013]

This letter is a request for councillors NOT to endorse the officers recommendation as put forward without an amendment and to seek an alternative approach to resolving the land dispersal or otherwise.

Reasons:

Neighbours submissions were specifically addressed in light of the sale to a single private landholder and illicted their concerns not necessarily based on all the information available.

For example some neighbours thought the land was part of the lost childrens walk however the land was made available to council as part of a subdivision requiring public open space contributions.

The council owned land was offered wholly to Mr Brown (valued at \$4000) with a provisio that he get all boundaries surveyed and on sell the other portions behind the neighbouring lots to the neighbours.

This was not a solution perceived as workable by Mr Brown.

Mr Brown wrote to council with an offer of \$4000 to purchase the land. Furthermore he reiterated that the primary purpose is to satisfy bushfire requirements and clearing of weeds and scrub, not trees. There is no intention of fencing.

Preference is for land abutting his west boundary only and a lease agreement could still satisfy his needs without the sale option.

Council report:

- identifies that option 1 is preferred – to not sell the land.
- concludes there is no use for the land.
- identifies council risk implications for weeds and bushfire.
- identifies there is no maintenance or fire management plan in place.

I appeal council to not endorse recommendation 11.5.3 which seeks to explore with DEPI the option to extend the crown land reserve.

If this path is undertaken it could be perceived to pass on risk and further complications to the adjoining property landholders at a future stage when they try to develop land for the purposes of a dwelling and associated CFA risk issues.

I request council resolve to mediate a solution with effected property owners with a view to land dispersal and mitigation measures undertaken to reduce risk to effected landholders.

Ian Esmore

ADVERTISEMENT - For publication - The Advocate 13 November 2013

NOTICE OF INTENTION TO SELL LAND

In accordance with Sections 189 and 192 of the Local Government Act 1989, notice is hereby given that Council intends to sell a strip of surplus vacant land along an elevated ridge between the Midland Highway and Table Hill Rd, Daylesford described as:

- Res 1 PS 111383 Certificate of Title Volume 10885 Folio 237
- Area approximately 2000sqm and shown hatched on the map below:



Anyone may make a written submission regarding the proposed sale under Section 223 of the Local Government Act 1989. Submissions should clearly state if you wish to be heard in support of your submission.

Submissions must be lodged by 5pm Friday 13 December 2013 addressed to the Chief Executive Officer, Hepburn Shire Council, PO Box 21, Daylesford 3460; or email shire@hepburn.vic.gov.au

Enquiries: Property Officer, Town Hall 76 Vincent Street Daylesford, Ph 5321 6435.

AARON VAN EGMOND
Chief Executive Officer

10. STATUTORY PLANNING REPORTS

10.1. PLANNING APPLICATION 299 – USE OF THE LAND AND THE EXISTING BUILDING AS A RESTAURANT FOR UP TO 75 PATRONS, A RESTAURANT/CAFE LIQUOR LICENCE WITH THE OPERATING HOURS OF 10.00AM TILL 11.00PM SUNDAY, 7.00AM TILL 11.00PM ANY OTHER DAY AND REDUCTION OF ON-SITE CAR PARKING AT 6 RAILWAY CRESCENT, DAYLESFORD

CHIEF EXECUTIVE OFFICER

In providing this advice to Council as the Planning Coordinator, I Louise Johnston have no interests to disclose in this report.

PURPOSE

The purpose of this report is for Council to determine the application to use the land and the existing building as a restaurant for up to 75 patrons at 6 Railway Crescent, Daylesford.

BACKGROUND

An application was lodged on 28 October 2013 for the use of the land and the existing building as a restaurant for up to 75 patrons at 6 Railway Crescent, Daylesford with further information received on 25 November 2013.

Included within the application is:

- a restaurant/cafe liquor licence with the operating hours of
 - o Monday to Saturday – 7.00am till 11.00pm
 - o Sunday - 10.00am till 11.00pm
- a reduction of on-site car parking

The application was amended to reduce the number of patrons from 100 to 75 and to also reduce the hours of operation from 12 midnight to 11.00pm every night, by the applicant in response to the objections raised.

The land falls within the Industrial 1 Zone where a restaurant is a permit required use. A permit is required to allow the consumption of liquor on the site and to seek a reduction in car parking associated with the use of the land for a restaurant.

ISSUE / DISCUSSION

The Industrial 1 Zone allows consideration of a variety of uses. When a planning permit is required, particularly when the use being proposed is not industrial, the policy objectives and the impact on the amenity of the area

must be considered. One consideration is the protection of industrial land for an industrial use.

State and Local Planning Policy provisions reinforce the protection of industrial land for industry, requiring appropriate buffer areas between industrial land and nearby sensitive land uses. The policies seek to protect industrial activity in industrial zones from the encroachment of unplanned commercial, residential and other sensitive uses which would adversely affect industry viability. The Daylesford Structure Plan (Clause 21.05) seeks to encourage industry within existing Industrial 1 Zone and improved amenity and vehicle access.

The underlying principle in allowing consideration of a non industrial use within an existing industrial area, located in relative proximity to residential areas is:

- whether the use affects the safety and amenity of the area;
- will the proposed use remove this land from possible industrial use
- the availability and safety of the provision of car parking provided.

The Industrial zone includes in its purposes:

“To provide for manufacturing industry, the storage and distribution of goods and associated uses in a manner which does not affect the safety and amenity of local communities”.

The application and its intended uses, raises a number of issues in relation to the safety and amenity of the area. The Planning Scheme requires the provision of 30 car spaces associated with the proposed 75 patrons on this site. A traffic report has been submitted with the application. Council engineers have raised concerns with the conclusions in the traffic report. These concerns are:

- the traffic management strategy for the Restaurant Development at 6 Railway Crescent, Daylesford has not been considered/provided as required by AS 2890;
 - End clearances required between end of parking area and at intersection, laneway and driveway
 - Checking of adequacy of intersection sight distances at intersections, laneways and driveways
 - Disabled parking requirement
 - A detailed plan marking the proposed parking layout.

Further, Council engineers would not encourage the development of a public car park in front of the property at 6 Railway Crescent, Daylesford due to following reasons:

The application was advertised and 21 objections have been received.

Concerns raised by objectors included:

- Inadequate car parking
- Inappropriate location for a restaurant
- Amenity impacts including traffic and noise associated with the proposed use and
- Hours of operation on the amenity of the existing area including road safety

All of the issues raised are valid concerns, particularly as the land is located in close proximity to residential areas.

The underlying principle in allowing consideration of a non industrial use within an existing industrial area having a close residential interface is whether the use affects the safety and amenity of the area. The proposed restaurant use from this site is considered inappropriate in this instance given its proposed hours of operation, the number of intended patrons and the availability and safety of the provision of car parking provided. For these reasons, the proposal should not be supported.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

This application meets Council's obligations as Responsible Authority under the *Planning and Environment Act 1987*.

FINANCIAL IMPLICATIONS

Any application determined by Council or under delegation of Council, and, which is subject to appeal rights, may incur costs.

RISK IMPLICATIONS

Not Applicable

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

Not Applicable

COMMUNITY AND STAKEHOLDER ENGAGEMENT

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

CONCLUSION

The proposal to use the existing building as a restaurant, including the consumption of liquor seven days a week and reduction in on-site parking is contrary to the objectives and outcomes of the Industrial 1 Zone provisions and would negatively affect the amenity of the area. It is recommended that the application be refused.

OFFICER'S RECOMMENDATION

10.1.1 That Council having caused notice of Planning Application 299 to be given under section 52 of the Planning and Environment Act 1987, and having considered all the matters required under section 60 of the Act decides to refuse to grant a permit under the provisions of the Hepburn Planning Scheme in respect of the land known and described as 6 Railway Crescent, Daylesford to use the existing building as a restaurant for up to 75 patrons, a restaurant/cafe liquor licence with the operating hours of 10.00am till 11.00pm Sunday, 7.00am till 11.00pm any other day and a reduction of on-site car parking the with the application dated 28/10/2013 for the following reasons:

- The proposed use is contrary to both the State and Local Planning Provisions of the Hepburn Planning Scheme as they relate to Industrial Zoned land.
- The proposal will have an adverse effect on the amenity of the area.
- The use does not adequately address car parking and traffic management in this area.

Mr Vigen Karibian was to address Council to speak against the application. As Mr Karibian was unable to attend the Council meeting, he sent a letter which was read out at the meeting by Mayor Cr Don Henderson.

“Dear Elected Officials,

As a member of your local community I would like to bring to your attention my opposition to:

Planning Application No 299

Address of Land: 6 Railway Cres cent, Daylesford

Proposal: Use the existing building as a restaurant for up to 100 patrons, a restaurant/cafe liquor licence with the operating hours of 10.00am till 12 midnight Sunday, 7.00am till 12 midnight any other day and waiver of on-site parking.

My family and I reside on the property which directly overlooks the designated address listed above. The location that we have chosen to reside in is characterised by its quiet and peaceful environment. The impact of a high traffic commercial venture of this nature will produce increased noise pollution by its very nature. Not only will the venue create a degree of audible vandalism via its evening operations, the impact of its clientele entering and existing the premises will also create disturbances during the evening. This environmental impact has the potential to have negative consequences on the quality of life that I wish to provide for my family,

As a parent of two children (age 8 and 17 months) it is my responsibility to ensure that they have the opportunity to rest adequately during the evenings and have ‘quiet enjoyment’ that is provided by country/residential living. Without the adequate controls (sound proofing/ limited hours of operation/ onsite parking), a licensed venue of this capacity has the potential to affect and disturb our quality of life.

With your deepest consideration please evaluate the proposal and its impact that it will have on the members of the community.”

The following objectors addressed the Council to speak against the application and to support the Officer’s Recommendation:

Mrs Glenda and Mr Col Richardson

Ms Jude Walton.

MOTION

10.1.1. *That Council having caused notice of Planning Application 299 to be given under section 52 of the Planning and Environment Act 1987, and having considered all the matters required under section 60 of the Act decides to refuse to grant a permit under the provisions of the Hepburn Planning Scheme in respect of the land known and described as 6 Railway Crescent, Daylesford to use the existing building as a restaurant for up to 75 patrons, a restaurant/cafe liquor licence with the operating hours of 10.00am till 11.00pm Sunday, 7.00am till 11.00pm any other day and a reduction of on-site car parking the with the application dated 28/10/2013 for the following reasons:*

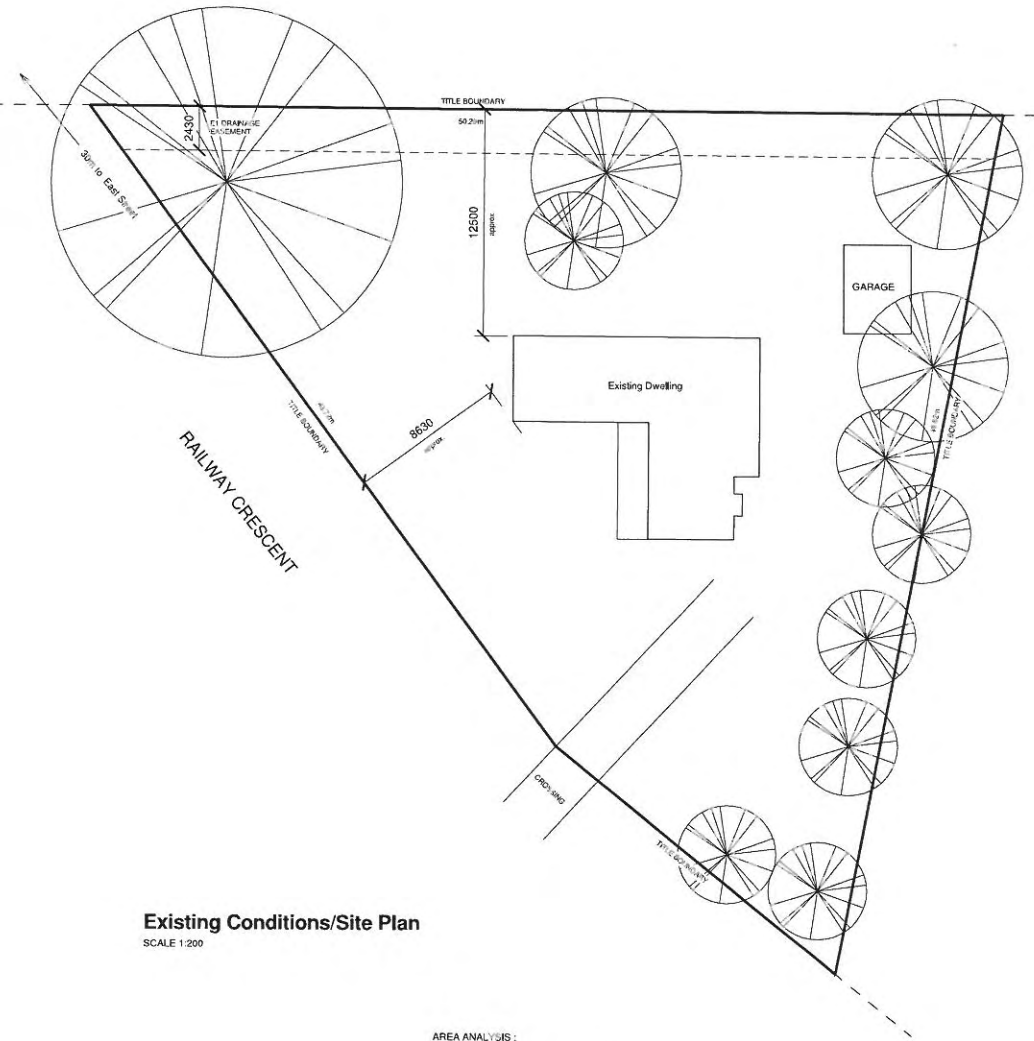
- *The proposed use is contrary to both the State and Local Planning Provisions of the Hepburn Planning Scheme as they relate to Industrial Zoned land.*
- *The proposal will have an adverse effect on the amenity of the area.*
- *The use does not adequately address car parking and traffic management in this area.*

Moved: Councillor Pierre Niclas

Seconded: Councillor Neil Newitt

Carried.

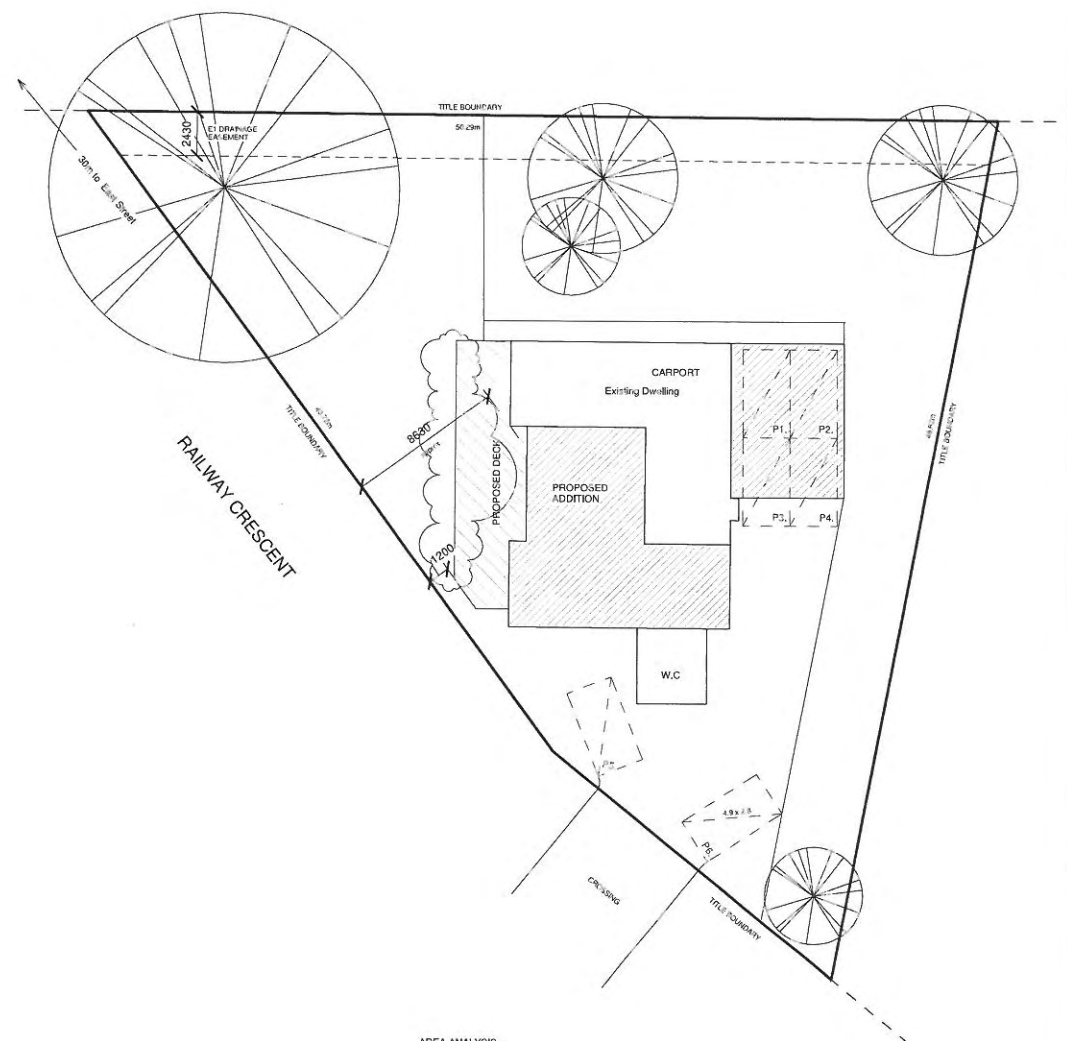
**ATTACHMENT 1 - PLANS – PLANNING APPLICATION 299 –
6 RAILWAY CRESCENT, DAYLESFORD**



Existing Conditions/Site Plan
SCALE 1:200

AREA ANALYSIS :

SITE	1309.0 sqm.
Dwelling	109.5 sqm.
Garage	18.13 sqm.
total bldg area	127.63 sqm.
Site Cover	9.75 %



Proposed Conditions/Site Plan
SCALE 1:200

AREA ANALYSIS :

SITE	1309.0 sqm.
Dwelling	109.5 sqm.
Garage	18.13 sqm.
total bldg area	127.63 sqm.
Site Cover	9.75 %

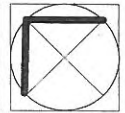
Proposed Addition	99.2 sqm.
Proposed Deck	54.3 sqm.
Proposed Carport	38.4 sqm.
proposed new total bldg area	191.9 sqm.
total building area	319.5 sqm.
site Cover	24.4 %

W.A.Q Drafting & Building Maintenance
DP-AD 21199
184 Main Road, Hepburn Springs 3461
03 5348 2992 0408 318 232
email waqmel@aapt.net.au

PROJECT NAME : Proposed Additions and Re-Stumping to Existing Dwelling	Page 32
PROJECT ADDRESS : 1 Railway Crescent, Daylesford	
CLIENT NAME : Les Faulkhead	

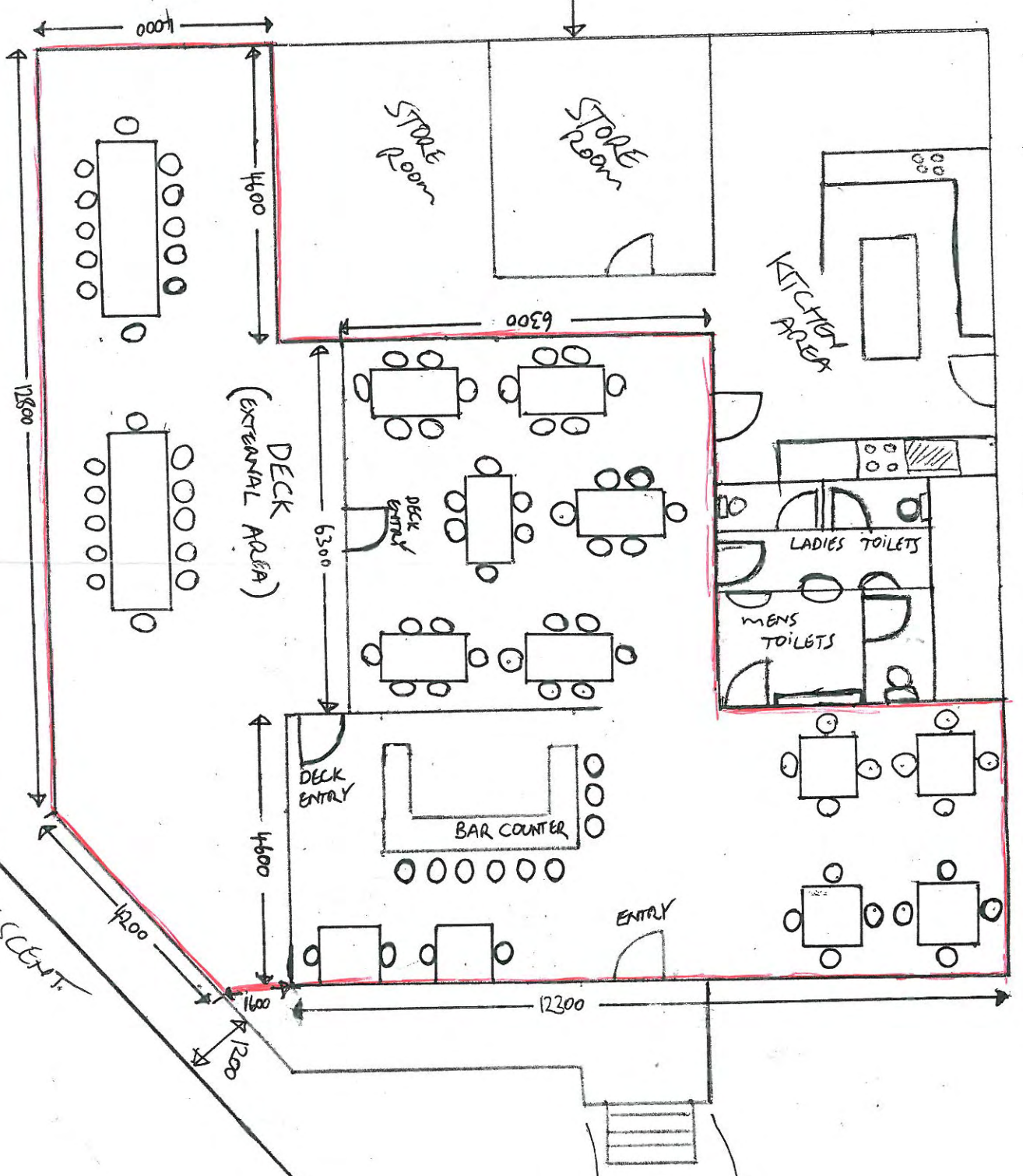
29/01/2014 5:31:40 PM
Project No. :
drwg no 2 of 7

AMENDED :
3/5/2012 increase front deck area, remove radialh roof and change pergola structure unrolled



TITLE BOUNDRY

12500



RAILWAY CRESCENT

PREMISES ADDRESS :-
HORVATS ITALIAN DINER
6 RAILWAY CRESCENT
DAYLESFORD 3460 VIC



Chief Executive Officer, Mr Aaron van Egmond left the meeting at 7:15 pm due to an indirect Conflict of Interest and returned to the meeting at 7.28 pm.

**10.2. PLANNING APPLICATION 101 – USE AND DEVELOPMENT OF THE LAND FOR A MEDICAL CENTRE AT 28 GOLF LINKS ROAD, HEPBURN
GENERAL MANAGER CORPORATE SERVICES**

In providing this advice to Council as the Statutory Planner, I Alan Todd have no interests to disclose in this report.

As the Chief Executive Officer, I Aaron van Egmond declare an indirect Conflict of Interest in this report. I also declare that I have had no involvement in this application or the preparation of this report.

PURPOSE

The purpose of this report is for Council to determine the application on the use and development of the land for a Medical Centre at 28 Golf Links Road, Hepburn.

BACKGROUND

An application was lodged on 14 May 2013 for the use and development of the land for a medical centre, and waiver of onsite car parking requirements. The proposal included rooms for 3 practitioners. The parking requirements in accordance with Clause 52.06 of the Hepburn Planning Scheme are to provide 12 car spaces, however the plans submitted provided 7 car spaces on the land with a request for the remaining car spaces to be waived.

The applicant was advised that the proposal was unlikely to receive officer support, as Golf Links Road was not considered an appropriate street to cater for on street parking. The applicant was requested to demonstrate the availability of 12 spaces on site.

The application was amended for the use and development of the land for a medical centre for 2 practitioners, and the provision of 8 car spaces on site. The car parking is proposed to be located in front of the existing dwelling at the front of the lot.

The application was advertised by placing a sign on the site, a notice in The Advocate newspaper, and by letter to adjoining owners and occupiers. Three objections have been received.

Concerns raised by objectors included:

- Safety concerns arising from increased traffic on a narrow road.
- Visual impact of the car park.
- Overlooking and privacy issues for adjoining neighbour.
- Detrimental effect on “peaceful” residential amenity.
- Unacceptable change to the character of the area.

The application was referred to Council’s engineering unit. Engineering had no objections subject to conditions to deal with stormwater and drainage, and requiring the sealing of the car parking area. The applicant has been advised of these requirements. They were also advised that the officer recommendation would be to refuse the application.

ISSUE / DISCUSSION

Golf Links Road is a fairly narrow, moderately winding, residential road on the residential outskirts of Hepburn. Development along the road is generally residential, with lot sizes ranging from 900 sq metres to 1500 sq metres. The road leads to Hepburn Springs Golf Club. The application site has an area of 1519 sq metres, with a single dwelling on the land currently used for residential purposes.

The land is zoned Residential 1 Zone. The purpose of the zone which is relevant to this application is:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies;
- To provide for residential development at a range of densities with a variety of dwellings to meet the housing needs of all households;
- To encourage residential development that respects the neighbourhood character and;
- In appropriate locations, to allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs.

In assessing an application, consideration must be given:

- to the purpose of the zone;
- the effect a use and development may have on the amenity of the area;
- whether a development detracts from the existing character of the area and;
- the relevant matters set out in section 60 of the Act - in this case the objections received.

Clause 15 (State Planning Policy) of the Hepburn Planning Scheme requires:

- that the built environment should contribute positively to the local urban character and;
- the development should have a minimal detrimental impact on neighbouring properties.

Any development of the car park would require it to be sealed for drainage and maintenance reasons. Having regard to the topography of the area and the existing neighbourhood built form, this would present a significant departure from the local urban character. The existing character is one of a vegetated street with informal fencing and an open low density type character.

Screening requirements to both the street and side boundaries could be considered in order to soften the car park, however it is not considered that this development would provide a positive contribution to the character of the area. The car park development would have a detrimental impact on neighbouring properties and the existing character of the area.

The proposed medical centre is in a part of Hepburn that is not densely populated. It is relatively remote from the centres of population which form the core of the local community and the services which support that community. Traffic movements associated with the use would be along a road which is quiet and residential in character. Additional traffic movement associated with the proposed development will increase traffic movement along a road that already caters for the Hepburn Golf Club.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

This application meets Council's obligations as Responsible Authority under the *Planning and Environment Act 1987*.

FINANCIAL IMPLICATIONS

Any application determined by Council or under delegation of Council, and, which is subject to appeal rights, may incur costs.

RISK IMPLICATIONS

Not applicable.

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

Not applicable.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

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

CONCLUSION

A medical centre is a non-residential use. Non residential uses and associated development should only be approved if the effect on residential amenity is not detrimentally affected. The proposed use and development will:

- affect the residential amenity of the area through increased traffic movements.
- will detrimentally affect the visual amenity through the development of a car park which is not in character with the built form of the area.

It is recommended that the application be refused.

OFFICER'S RECOMMENDATION

10.2.1 That having caused notice of Planning Application 101 to be given under section 52 of the Planning and Environment Act 1987, and having considered all the matters required under section 60 of the Act decides to refuse to grant a permit under the provisions of clause 32.01 of the Hepburn Planning Scheme in respect of the land known and described as 28 Golf Links Road, Hepburn for the use and development of a medical centre with the application dated 4/2/2014 for the following reasons:

- The proposal does not support the purpose of the zone.
- The proposal will have an adverse effect on the amenity of the area.
- The location of the proposed use is not suitable with regard to serving a community need.
- The proposed car parking is not in keeping with the existing character of the area.
- The proposal is not in accordance with the orderly planning of the area.

The following objectors addressed the Council to speak against the application and to support the Officer's Recommendation:

Ms Vivienne Green

Mr Winston Silbereisen.

MOTION

10.2.1. *That having caused notice of Planning Application 101 to be given under section 52 of the Planning and Environment Act 1987, and having considered all the matters required under section 60 of the Act decides to refuse to grant a permit under the provisions of clause 32.01 of the Hepburn Planning Scheme in respect of the land known and described as 28 Golf Links Road, Hepburn for the use and development of a medical centre with the application dated 4/2/2014 for the following reasons:*

- *The proposal does not support the purpose of the zone.*
- *The proposal will have an adverse effect on the amenity of the area.*
- *The location of the proposed use is not suitable with regard to serving a community need.*
- *The proposed car parking is not in keeping with the existing character of the area.*
- *The proposal is not in accordance with the orderly planning of the area.*

Moved: Councillor Kate Redwood

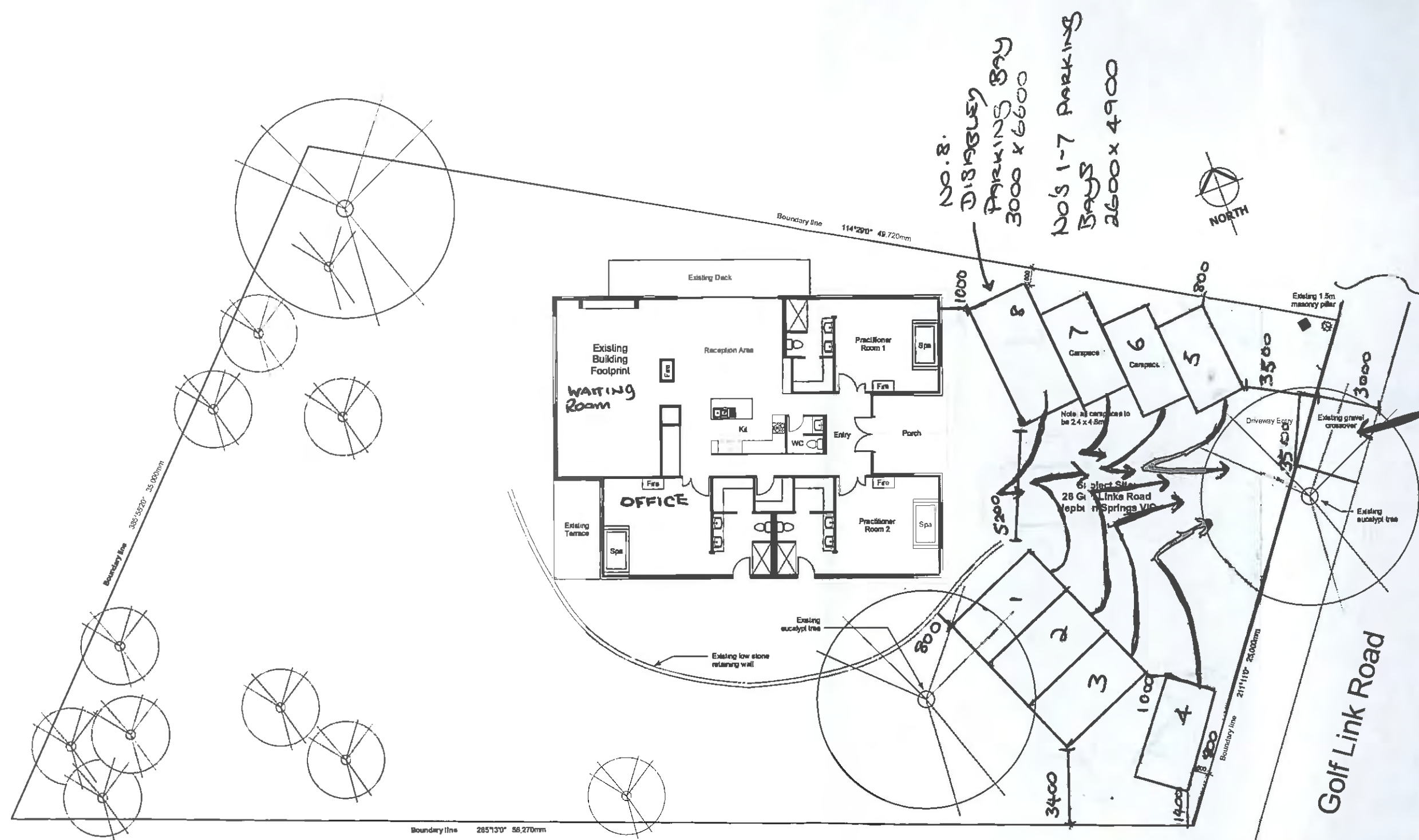
Seconded: Councillor Pierre Niclas

Carried.

**ATTACHMENT 2 - PLAN – PLANNING APPLICATION 101 –
28 GOLF LINKS ROAD, HEPBURN**



CS TOWN PLANNING SERVICES
Experts in council planning permits | Land subdivision | VCAT



ENTRY
EXIT CROSS OVER

11. OFFICERS' REPORTS

11.1. PROPOSED BUDGET 2014/15

GENERAL MANAGER CORPORATE SERVICES

In providing this advice to Council as the General Manager Corporate Services, I Evan King have no interests to disclose in this report.

PURPOSE

The purpose of this report is for Council to consider the Proposed Budget for 2014/15.

BACKGROUND

The *Local Government Act 1989* requires Council to prepare a budget for each financial year and provide the opportunity for people to make a submission under section 223 of the Act on any proposal contained in the budget.

ISSUE / DISCUSSION

The budget seeks to balance the demand for services and facilities, plus the required infrastructure renewal and upgrade, as well as management of the Council's natural environment, with the community's capacity to pay.

The recommendations below are the formal resolutions to be passed by Council to finalise the Proposed Budget, which will be placed on public display until Monday 19 May 2014

The report contains the necessary statutory information required under the *Local Government Act 1989* and *Local Government Regulations 2004*.

A copy of the Proposed Budget 2014/15 is attached (Attachment 3 – Issued under Separate Cover).

Budget Process

Budget process	Timing
1. Officers update Council's current year forecast	Dec
2. Officers prepare operating and capital budgets	Jan/Feb
3. Councillors consider draft budgets at informal briefings	Mar/Apr
4. Proposed budget submitted to Council for approval	15-Apr

5. Public notice advising intention to adopt budget	19-Apr
6. Budget available for public inspection and comment	19-Apr
7. Public submission process undertaken	19-Apr
8. Submissions period closes (28 days)	19-May
9. Submissions considered by Council	26-May
10. Budget and submissions presented to Council for adoption	17-Jun
11. Copy of adopted budget submitted to the Minister	Jul

Budget Summary

The 2014/15 proposed budget includes an increase in revenue raised from rates of 4.0%, raising total revenue received from rates to \$14.785 million, including \$160,000 generated from supplementary rates. In addition, \$2.303 million will be raised from the waste management charge and the kerbside collection charges.

The budgeted operating result for the 2014/15 year is a surplus of \$1.428 million, compared to a forecasted result of \$1.674 million in 2013/14.

Total cash and investments are forecast to increase by \$580,000 to \$13.282 million as at 30 June 2015. There are three primary drivers of this change. The estimated value of recreational land contributions provided by property developers during the year is transferred directly to the Resort and Recreation Reserve is \$80,000. A \$250,000 financial asset (a bank bill with a maturity of greater than 90 days) will be converted to cash during the year.

Council has a strategy of increasing cash on hand by \$250,000 per annum to improve the working capital ratio. This amount represents the net budgeted cash surplus of the Council rates budget for 2014/15.

Differential Rates

Rate Differentials have been set in the Proposed Budget in accordance with the Rating Strategy.

The Rate Differentials that will be applied are as follows:

Type or class of land	2013/14		2014/15		Change
	cents/\$CIV	Differentials	cents/\$CIV	Differentials	
General rate	0.004254	100%	0.004057	100%	-4.6%
Farm rate	0.002765	65%	0.002637	65%	-4.6%
Commercial rate	0.004935	116%	0.004706	116%	-4.6%
Industry rate	0.004935	116%	0.004706	116%	-4.6%
Mixed use rate	0.004935	116%	0.004706	116%	-4.6%
Vacant land rate - township	0.005318	125%	0.005071	125%	-4.6%
Vacant land rate - other	0.004254	100%	0.004057	100%	-4.6%
Trust for nature rate	0.002127	50%	0.002029	50%	-4.6%
Recreational rate	0.002127	50%	0.002029	50%	-4.6%

Charges

The service charges are proposed as follows:

Type of Charge	Per Rateable Property	Per Rateable Property	Change
	2013/14	2014/15	
	\$	\$	
Kerbside collection (Garbage)	130.00	126.00	-3.08%
Kerbside collection (Recycling)	54.00	55.00	1.85%
Commercial garbage charge	273.00	280.00	2.56%
Waste management charge	120.00	129.00	7.50%
Total	577.00	590.00	2.3%

The kerbside collection charges and commercial garbage collection charge are a service charge and only those who receive the service pay. Council

also has a waste management charge that covers the costs of the transfer stations and any other costs associated with keeping the Shire clean and tidy, including street cleaning and street litter bin collection. It is equitable that all properties pay for this charge.

These charges are set to recover the costs associated with the waste management across the Shire. Cost savings have been driven by recent competitive tender processes and these savings will result in decreased charges in some cases.

Capital Works Program

The cost of Council's proposed Capital works program for 2014/15 is \$7.985 million. This is the fourth year of a four year funding program and allows Council to undertake infrastructure works and special projects that would otherwise not be completed for a number of years without a significant rate rise.

Highlights of the Capital works program are listed below – note some of these are subject to receiving funding from external Government sources:

- Roads, bridges, footpaths and drainage renewal – including reseals, re-sheets, pavement renewal and reconstruction, footpath improvement as well as bridge renewal, construction and design \$4.814 million
- Netball Court resurfacing at Doug Lindsay Recreation Reserve funded by \$60,000 under the LGIF program
- Pedestrian Bridge over Slaty Creek funded by \$80,000 in grants and \$40,000 from Council
- Stage 1 of the Multipurpose Facility at Daylesford Victoria Park \$350,000
- Stage 1 of the Trentham Community Hub \$250,000
- Storage Shed at the Glenlyon Recreation Reserve \$38,110
- Relocation of the Creswick Skate Park funded by \$40,000 in grants and \$20,000 from Council
- Daylesford Basin Reserve facility improvements funded by \$100,000 under the LGIF program
- Implementation of stage 1 of streetscape plans in Clunes, Creswick, Trentham, Glenlyon and Hepburn Springs (\$100,000 Council and \$300,000 grants)
- Suburban Street, Clunes upgrade \$80,000

- Construction of a pedestrian footbridge in the Hepburn Mineral Springs Reserve \$100,000.

Other Initiatives

Other new initiatives and special projects include funding for the following - note that some are subject to Council receiving the funding from external Government sources:

- Introduction of a social enterprise at the transfer stations to reduce waste to landfill (\$175,000)
- Design and document the rail trail from Lyonville to Bullarto (\$35,000)
- Celebrate the 150 anniversary of the Hepburn Mineral Springs Reserve (\$7,000)
- Trentham Childcare feasibility study and business plan (\$20,000)
- Development of the Wombat Hill Botanic Gardens Master Plan (\$25,000)
- Investigate the business case for pay and display parking meters in Daylesford (\$10,000)
- Commence rolling out street banner brackets in all major towns (\$15,000)
- Allocate funds to community planning groups to progress priorities from their community plans (\$10,000)
- Replace street lighting with energy efficient LED lighting across the Shire (\$35,000).

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Local Government Act 1989 - Council has a statutory responsibility to prepare a budget and advertise it for public comment.

FINANCIAL IMPLICATIONS

Financial summary of the proposed budget is detailed above.

The budget setting process is necessary to ensure that funds are set aside to achieve the most important objectives as prioritised by Council after consulting the community.

The striking of rates and charges will have a financial implication on each ratepayer.

RISK IMPLICATIONS

None noted.

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

Council appreciates the varying demographics of our Shire and has sought to keep the increase of revenue to be raised from rates and charges as low as possible, without comprising service.

Council recognises that if sufficient funds are not allocated to asset renewal, then Council's investment in those assets will reduce, along with the capacity to deliver services to the community.

Council has reserved \$250,000 in the proposed budget to be used to increase the cash balance and consequently increase Council's liquidity. This is part of a long term sustainability strategy to build a level of resilience into the Council's financial position.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

As per the Hepburn Shire Community Engagement Framework, level 3 engagement will be undertaken.

The Proposed Budget will be publicly advertised in the local newspapers seeking submissions from interested parties in accordance with Section 223 of the *Local Government Act 1989*.

The Proposed Budget and prescribed information will be available for inspection from Thursday 17 April 2014 at Council's offices in Daylesford and Creswick, at all Hepburn Library branches and from Council's website www.hepburn.vic.gov.au

Any person may make a submission to the Council on any proposal contained in the budget. Submissions received by the Council before 5pm on Monday 19 May 2014 will be considered for impact on the budget.

CONCLUSION

The Proposed Budget 2014/15 has been developed in alignment with the Council Plan 2013/17. The 2014/15 budget as tabled provides guidance on how Council intends to deliver its strategic objectives over the next twelve months.

OFFICER'S RECOMMENDATION

That Council having complied with the procedures within the Local Government Act 1989 and Local Government Regulations 2004 regarding the method of preparation and content of the Budget for the 2014/15 financial year:

11.1.1 Determines that the Budget for 2014/15, as presented to the meeting, be proposed for the purpose of Section 127 of the Local Government Act 1989.

11.1.2 Makes the following declarations in relation to the Proposed 2014/15 Budget, which commences 1 July 2014:

- As at 30 June 2014 the total amount borrowed by Council will be \$4.427 million.
- \$500,000 will be borrowed during the 2014/15 financial year.
- The total amount of borrowings projected to be repaid during the year will be \$615,000.
- The total amount of borrowings at 30 June 2014 is projected to be \$4.312 million.
- The expected cost of servicing the borrowings during the financial year is \$290,000.
- Provided for six Councillor Allowances of \$18,418 plus superannuation guarantee.
- Provided for a Mayoral allowance of \$55,026 plus superannuation guarantee.
- It be recorded that Council considers that differential rates will contribute to the equitable and efficient carrying out of Council functions. The respective types or classes of land which are subject to each differential rate are those defined in the schedule to this recommendation.
- Council proposes the following rate in the dollar for each type of rate to be levied for the period 1 July 2014 to 30 June 2015.

Type or class of land	2013/14	2014/15	Change
	cents/\$CIV	cents/\$CIV	
General rate	0.004254	0.004057	-4.6%
Farm rate	0.002765	0.002637	-4.6%
Commercial rate	0.004935	0.004706	-4.6%
Industry rate	0.004935	0.004706	-4.6%
Mixed use rate	0.004935	0.004706	-4.6%
Vacant land rate - township	0.005318	0.005071	-4.6%
Vacant land rate - other	0.004254	0.004057	-4.6%
Trust for nature rate	0.002127	0.002029	-4.6%
Recreational rate	0.002127	0.002029	-4.6%

- Council proposes to levy a Waste Management Charge of \$129 for the period 1 July 2014 to 30 June 2015 on all properties. Owners of 'farm rated' properties will pay only one charge for farm rated properties.
- Council proposes to levy a Kerbside Collection (Garbage) Charge of \$126 on those properties receiving a service for the period 1 July 2014 to 30 June 2015.
- Council proposes to levy a Commercial Kerbside Collection (Garbage) of \$280 on those commercial properties receiving a service for the period 1 July 2014 to 30 June 2015.
- Council proposes to levy a Kerbside Collection (Recycling) Charge of \$55 for each property receiving a service for the period 1 July 2014 to 30 June 2015.

11.1.3 Gives Public Notice of the preparation of the Budget 2014/15.

11.1.4 Will make the document available for public inspection at Council offices in Daylesford and Creswick; at Libraries in Daylesford, Creswick, Clunes and Trentham and on Council's website.

11.1.5 Will allow any person to make a written submission up until 5pm on Monday 19 May 2014, addressed to the Chief Executive Officer.

- 11.1.6 Intends to meet on Monday 26 May 2014 to hear and consider submissions received.

- 11.1.7 Intends to meet on Tuesday 17 June 2014 to consider and determine the adoption of the Budget 2014/15.

MOTION

That Council having complied with the procedures within the Local Government Act 1989 and Local Government Regulations 2004 regarding the method of preparation and content of the Budget for the 2014/15 financial year:

- 11.1.1. Determines that the Budget for 2014/15, as presented to the meeting, be proposed for the purpose of Section 127 of the Local Government Act 1989.*
- 11.1.2. Makes the following declarations in relation to the Proposed 2014/15 Budget, which commences 1 July 2014:*
 - As at 30 June 2014 the total amount borrowed by Council will be \$4.427 million.*
 - \$500,000 will be borrowed during the 2014/15 financial year.*
 - The total amount of borrowings projected to be repaid during the year will be \$615,000.*
 - The total amount of borrowings at 30 June 2014 is projected to be \$4.312 million.*
 - The expected cost of servicing the borrowings during the financial year is \$290,000.*
 - Provided for six Councillor Allowances of \$18,418 plus superannuation guarantee.*
 - Provided for a Mayoral allowance of \$55,026 plus superannuation guarantee.*
 - It be recorded that Council considers that differential rates will contribute to the equitable and efficient carrying out of Council functions. The respective types or classes of land which are subject to each differential rate are those defined in the schedule to this recommendation.*
 - Council proposes the following rate in the dollar for each type of rate to be levied for the period 1 July 2014 to 30 June 2015.*

Type or class of land	2013/14	2014/15	Change
	cents/\$CIV	cents/\$CIV	
General rate	0.004254	0.004057	-4.6%
Farm rate	0.002765	0.002637	-4.6%
Commercial rate	0.004935	0.004706	-4.6%
Industry rate	0.004935	0.004706	-4.6%
Mixed use rate	0.004935	0.004706	-4.6%
Vacant land rate - township	0.005318	0.005071	-4.6%
Vacant land rate - other	0.004254	0.004057	-4.6%
Trust for nature rate	0.002127	0.002029	-4.6%
Recreational rate	0.002127	0.002029	-4.6%

- *Council proposes to levy a Waste Management Charge of \$129 for the period 1 July 2014 to 30 June 2015 on all properties. Owners of 'farm rated' properties will pay only one charge for farm rated properties.*
- *Council proposes to levy a Kerbside Collection (Garbage) Charge of \$126 on those properties receiving a service for the period 1 July 2014 to 30 June 2015.*
- *Council proposes to levy a Commercial Kerbside Collection (Garbage) of \$280 on those commercial properties receiving a service for the period 1 July 2014 to 30 June 2015.*
- *Council proposes to levy a Kerbside Collection (Recycling) Charge of \$55 for each property receiving a service for the period 1 July 2014 to 30 June 2015.*

11.1.3. *Gives Public Notice of the preparation of the Budget 2014/15.*

11.1.4. *Will make the document available for public inspection at Council offices in Daylesford and Creswick; at Libraries in Daylesford, Creswick, Clunes and Trentham and on Council's website.*

11.1.5. *Will allow any person to make a written submission up until 5pm on Monday 19 May 2014, addressed to the Chief Executive Officer.*

11.1.6. *Intends to meet on Monday 26 May 2014 to hear and consider submissions received.*

11.1.7. *Intends to meet on Tuesday 17 June 2014 to consider and determine the adoption of the Budget 2014/15.*

Moved: Councillor Sebastian Klein

Seconded: Councillor Kate Redwood

Carried.

ATTACHMENT 3 - PROPOSED BUDGET 2014/15
(Issued Under Separate Cover)

Councillor Kate Redwood left the meeting at 7:50 pm due to an indirect Conflict of Interest and returned to the meeting at 7:55 pm.

11.2. COMMUNITY FACILITY FUNDING PROGRAM APPLICATION – VICTORIA PARK, DAYLESFORD

GENERAL MANAGER COMMUNITY SERVICES

In providing this advice to Council as the Manager Community and Economic Development, I Adam McSwain have no interests to disclose in this report.

PURPOSE

The purpose of this report is to seek Council support for a Community Facility Funding Program application for the Victoria Park Community Facility project.

BACKGROUND

Council has previously resolved that the redevelopment of facilities at Victoria Park, Daylesford was its number one recreation capital works priority. Council has previously committed funds for the development of a multi-purpose facility at Victoria Park, Daylesford. Previous funding applications for the development of this facility have been unsuccessful. Feedback provided for these unsuccessful applications was that a project on the western side of the oval was not fundable due to the costs associated with the site.

In line with this feedback, funding to complete a 'Community Precinct Plan' to design a new multi-purpose community facility on the site of the existing clubrooms (eastern side of oval number 1) and a master plan for the whole reserve has been received.

ISSUE / DISCUSSION

The 'Community Precinct Plan' project is now underway with Morton Dunn Architects appointed to undertake the project. A draft concept plan for the Victoria Park Community Facility has been developed (Attachment 4).

There is a current opportunity for Council to apply to the Sport and Recreation Victoria 2015/16 Community Facility Funding Program to seek funding to construct a section of the facility. Funding can be used for construction works and focuses on developing or upgrading major sport and recreation facilities.

This funding program requires a two stage application process with the first stage application due on 30 April 2014.

One of the requirements of the application process is confirmation of Council's financial contribution to the project.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Council Plan 2013-2017:

Strategic Objective - Active and Engaged Communities

Key Strategic Activity:

4. Implement a proactive and planned approach to the maintenance, renewal and upgrade of recreation assets.

FINANCIAL IMPLICATIONS

In order to fund construction of the Victoria Park Community Facility a number of funding sources will be required. One such funding source is the Sport and Recreation Victoria – Community Facility Funding Program 2015/16 set-out in the table below:

Funding Source	Max Funding Amount	Funding Ratio (State/local)	Submission Due Date
Sport and Recreation Victoria - Community Facility Funding Program, Major Category	\$650,000	1:1	Two stage process: Stage 1 - 30 April 2014 Stage 2 - 23 July 2014

The initial community facility design (Attachment 4), has not yet been costed by a Quantity Surveyor, but is estimated to cost a minimum of \$1.8 million (excluding roads and associated landscaping).

RISK IMPLICATIONS

The Hepburn Shire Council Building Condition Report identifies the current facility and change rooms at Victoria Park, Daylesford as being in poor condition.

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

The condition of the existing clubroom facilities at Victoria Park are of a poor standard. The development of a new well-located, designed and accessible facility is expected to increase community participation at the reserve.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Community consultation with all current and a number of potential new users for Victoria Park, Daylesford has been occurring over a number of months through the 'Community Precinct Planning' project. This has included all users having input in to the reserve master plan and community facility concept design.

CONCLUSION

The proposed Victoria Park Community Facility will provide a modern community and sporting hub for the Daylesford community. The facility will provide new clubrooms, umpires change rooms, female change rooms, commercial kitchen, function room and meeting space

OFFICER'S RECOMMENDATION

That Council:

- 11.2.1 Approves the submission of an application to the Sport and Recreation Victoria Community Facility Funding Program 2015/16 for the Victoria Park Community Facility.
- 11.2.2 Allocates \$250,000 in the 2014/15 budget and \$250,000 in the 2015/16 budget towards the project.

MOTION

That Council:

- 11.2.1. Approves the submission of an application to the Sport and Recreation Victoria Community Facility Funding Program 2015/16 for the Victoria Park Community Facility.*
- 11.2.2. Allocates \$250,000 in the 2014/15 budget and \$250,000 in the 2015/16 budget towards the project.*

Moved: Councillor Pierre Niclas
Seconded: Councillor Bill McClenaghan
Carried.

**ATTACHMENT 4 - VICTORIA PARK COMMUNITY FACILITY CONCEPT
DESIGN**



floor plan (proposed)
scale 1:200 (A3)

Victoria Park Community Precinct Plan

Daylesford

PRELIMINARY



Ballarat:
144 Sturt Street (PO Box 772)
Ballarat VIC 3360
Phone: 03 5331 9877
Fax: 03 5332 6599
Email: mail@mortondunn.com.au

Geelong:
149 Palmyra Street
Geelong VIC 3216
Phone: 03 5221 7885
Fax: 03 5221 7885
www.mortondunn.com.au

option 3

job no. 13124
date 4 April 2014
drawing no. SK-02:03



0 1 2 5
1:100 @ A1
1:200 @ A3



11.3. CRESWICK BOWLING CLUB LIQUOR LICENCE LETTER OF SUPPORT GENERAL MANAGER COMMUNITY SERVICES

In providing this advice to Council as the Manager Community and Economic Development, I Adam McSwain have no interests to disclose in this report.

PURPOSE

The purpose of this report is to seek Council approval for a letter of support for the Creswick Bowling Club Inc liquor licence application.

BACKGROUND

Construction of a new synthetic bowling green and clubrooms at Doug Lindsay Reserve, Creswick is due to be completed in July 2014. Once construction is completed, the Creswick Bowling Club will relocate to the new facilities.

ISSUE / DISCUSSION

The Creswick Bowling Club requires a liquor licence to operate the bar area in the new facility.

The Creswick Bowling Club is seeking a letter of support from Council for its liquor licence application. The application is to transfer the existing 'Full Club Licence' (Attachment 5) from the old premises to the new facility at Doug Lindsay Reserve.

A letter of support from Council is required to confirm that the Creswick Bowling Club has approval to use the clubroom and bowling green at Doug Lindsay Reserve, Creswick.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Council Plan 2013-2017:

Strategic Objective - Active and Engaged Communities

Key Strategic Activity:

4. Implement a proactive and planned approach to the maintenance, renewal and upgrade of recreation assets.

FINANCIAL IMPLICATIONS

There is no cost to Council for providing a letter of support to the Creswick Bowling Club for its liquor licence application.

Council officers and the Doug Lindsay Reserve Sports and Community Management Association are currently developing a lease for the Creswick Bowling Club that will outline their fees and responsibilities for the use of the clubroom and bowling green at Doug Lindsay Reserve, Creswick.

RISK IMPLICATIONS

The Creswick Bowling Club has no demerit points against their licence and are listed as a four star licensee.

The Creswick Bowling Club lease will list the Club's responsibilities when using the facility.

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

The Creswick Bowling Club is a family friendly club with a positive reputation for operating in a professional manner.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The 'Executive Committee' of the Doug Lindsay Reserve Sports and Community Management Association is supportive of the Creswick Bowling Club holding a separate liquor licence for their facility.

CONCLUSION

The relocation of the Creswick Bowling Club is a positive step in the development of the Doug Lindsay Reserve. In order to ensure the Bowling Club is able to operate its facility, it is recommended that a letter of support for the Club's liquor licence application be provided by Council.

OFFICER'S RECOMMENDATION

11.3.1 That Council provides a letter of support to the Creswick Bowling Club Inc confirming its use of the new bowling clubrooms at Doug Lindsay Reserve, Creswick.

MOTION

11.3.1. That Council provides a letter of support to the Creswick Bowling Club Inc supporting its application for a liquor licence at its new clubrooms at Doug Lindsay Reserve, Creswick.

Moved: Councillor Bill McClenaghan

Seconded: Councillor Greg May

Carried.

**ATTACHMENT 5 - CRESWICK BOWLING CLUB INC – FULL CLUB
LIQUOR LICENCE**

Subject to the provisions of the Liquor Control Reform Act 1998 and any conditions specified in the licence, the licensee is authorised to supply liquor up to and including 31 December 2014

Licensee	CRESWICK BOWLING CLUB INC		
Address for service of notices	PO BOX 278 CRESWICK 3363	Licensed premises address	VICTORIA STREET CRESWICK 3363
Trading as	CRESWICK BOWLING CLUB		

TYPE OF LICENCE

This licence is a full club licence and authorises the licensee to supply liquor on the licensed premises during the trading hours specified below:-

- (a) to a member of the club for consumption on or off the licensed premises; and
- (b) to an authorised gaming visitor or guest of a member for consumption on the licensed premises.

AMENITY

The licensee shall not cause or permit undue detriment to the amenity of the area to arise out of or in connection with the use of the premises to which the licence relates during or immediately after the trading hours authorised under this licence. The licensee shall ensure that the level of noise emitted from the licensed premises shall not exceed the permissible noise levels for entertainment noise as specified in the State Environment Protection Policy (Control of Music Noise from Public Premises) No.N-2.

TRADING HOURS

At any time on any day other than Sunday, Good Friday or Anzac Day.

Sunday	Between 10 a.m. and 11 p.m.
Good Friday and Anzac Day	Between 12 noon and 11 p.m.

APPROVALS/CONSENTS

Section 120 The licensee has the approval of the Director of Liquor Licensing to allow the presence of underaged persons on the licensed premises in connection with sporting activities only. This approval does not include social activities (but does include attendance at a presentation function).

End of Conditions - Printed on 04/04/2014

11.4. FOUR SEASONS EVENTS GRANTS PROGRAM GENERAL MANAGER COMMUNITY SERVICES

In providing this advice to Council as the Events Co-ordinator, I Rebecca Pedretti have no interests to disclose in this report.

PURPOSE

The purpose of this report is to recommend the allocation of Winter and Spring grants for the Four Seasons Events Grants Program.

BACKGROUND

Council's Events Policy states that Council is committed to encouraging and supporting festivals and events. It acknowledges the significant social, economic and community capacity building benefits that community events provide to the community.

An amount of \$18,000 has been allocated to support Four Seasons Events in the 2013/14 budget. The Four Seasons Events Grants Program aims to support the development and implementation of events within or immediately adjacent to, the Creswick Ward of the Hepburn Shire.

ISSUE / DISCUSSION

Grants were available in the following categories:

Gold – Funding of up to \$5,000 to events that meet the following criteria:

- Events capable of generating economic benefit to the region
- Events that provide opportunities to promote cultural exchange, activity and innovation
- Events capable of promoting the town/community and capable of raising the profile, status of awareness through media generated.

Silver – Funding of up to \$2,000 to events that meet the following criteria:

- Events that promote and benefit local products, businesses, groups and communities.

Bronze – Funding of up to \$500 to events that meet the following criteria

- Events that require assistance with printing, marketing or purchasing small equipment.

The available funds of \$18,000 were allocated in two separate rounds (Summer/Autumn and Winter/Spring) with a notional allocation of \$9,000 each.

Three events were funded in the Summer/Autumn round, to the amount of \$7,500.

One application was received for the Summer round under the gold category.

Nine grant applications were received for Winter/Spring events in the following categories:

- Gold 2 applications
- Silver 7 applications
- Bronze 0 applications.

Applications for Winter and Spring Events were considered by a panel of 4 community members, who volunteered to assist in the development of collaborative events at a Four Seasons Events community meeting in February 2014.

Grant applications were assessed against the following criteria:

1. Description of event 10%
2. Why is the event needed? 25%
3. What will the event achieve? 25%
4. How will the event be implemented, managed and who will be doing it? 20%
5. How will risk and safety issues associated with the event be assessed? 10%
6. Financial details – income and expenditure budget 10%

The recommended Winter and Spring allocation is \$7,500. The community panel recommended funding for three separate Spring events. However, to promote collaboration and shared branding, it is proposed to allocate an amount of \$4,000 to Spring Garden events.

A summary of projects and recommendations is attached (Attachment 6). This leaves a balance of \$3,000 unspent.

It is noted that the Quince Jelly Competition festival has great potential and potential synergies with Creswick and district food and wine offerings. While the application did not effectively address the assessment criteria, the concept could be supported on the condition that a suitable event business plan be submitted.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Council Plan 2013-2017:

Strategic Objective - Active and Engaged Communities

Key Strategic Activity:

1. Work with and support communities and residents to implement community driven projects through community planning, provision of advice, information and community grants, acknowledging the significant contribution made by community volunteers.

FINANCIAL IMPLICATIONS

An amount of \$18,000 has been allocated to support Four Seasons Events in the 2013/14 budget. \$7,500 has been allocated towards the Summer and Autumn round of funding.

RISK IMPLICATIONS

All applicants were required to identify how project risk and safety issues will be managed and this was taken into consideration during the assessment process.

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

Four Seasons Grants support events which demonstrate the capacity to generate economic benefit to the region, promote cultural exchange, and raise community profile.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The availability of the grants was promoted through:

- *Creswick District News*;
- Council's website;
- Direct mail out to Creswick Ward community groups; and,
- *The Advocate*.

A grant information workshop was held on 12 February 2014.

CONCLUSION

The recommended applications are of a high quality and meet the criteria of the Four Seasons Events Grants Program to support Creswick Ward community organisations in growing larger, long-term events.

OFFICER'S RECOMMENDATION

That Council:

- 11.4.1 Allocates the following Winter and Spring Four Seasons Events Grants Program to:
- Spring Garden Events \$4,000 to John Curtin Hostel, Business & Tourism Creswick Inc and the Creswick Garden Club;
 - Dean Hall and Mechanics Institute and Dean Recreation Reserve and Tennis Courts for Big Spud and Kite Festival \$2,000.
- 11.4.2 Allocates the following Four Seasons Events Grants Program to:
- Nude Art \$1,500.
- 11.4.3 Allocates up to \$2,000 to Discover Creswick for the Quince Festival, subject to the submission of a suitable event business plan.

MOTION

That Council:

11.4.1. *Allocates the following Winter and Spring Four Seasons Events Grants Program to:*

- *Spring Garden Events \$4,000 to John Curtin Hostel, Business & Tourism Creswick Inc and the Creswick Garden Club;*
- *Dean Hall and Mechanics Institute and Dean Recreation Reserve and Tennis Courts for Big Spud and Kite Festival \$2,000.*

11.4.2. *Allocates the following Four Seasons Events Grants Program to:*

- *Nude Art \$1,500.*

11.4.3. *Allocates up to \$2,000 to Discover Creswick for the Quince Festival, subject to the submission of a suitable event business plan.*

Moved: Councillor Greg May

Seconded: Councillor Kate Redwood

Carried.

**ATTACHMENT 6 - SUMMARY – FOUR SEASONS EVENTS GRANT
APPLICATIONS – ROUND TWO WINTER AND SPRING EVENTS**

Summary - Four Seasons Events Grant Applications - Round Two Winter and Spring Events

ORGANISATION	EVENT NAME	SEASON	GRANT TYPE	AMOUNT REQUESTED	Recommended Amount	COMMENT
John Curtin Aged Care Inc	Spring Garden Party	Spring	Silver	\$1,000	1,000	Excellent application
Nude Art	Nude Art	Summer	Gold	\$5,000	\$1,500	Actually a summer event, but the applicant got confused around application closing dates and submitted her application with the original Spring extension deadline. Strong application with suitable supporting documentation
Business and Tourism Inc	Flower Power - Spring Gardens in Creswick	Spring	Silver	\$1,000	\$1,000	Good application, potential for economic benefits for the region
Creswick Garden Club	Annual Learning Day - Creswick Garden Club	Winter	Silver	\$2,000	\$2,000	Good application that articulated what the event will achieve
Dean Hall & Mechanics Institute and Dean Recreation Reserve and Tennis Courts	Dean Big Spud Festival	Winter	Silver	\$2,000	\$1,000	Strong application that demonstrated the potential for this event to further develop
Dean Hall & Mechanics Institute and Dean Recreation Reserve and Tennis Courts	Dean Kite Festival	Spring	Silver		\$1,000	Potential for this event to grow and provide an economic benefit to the area
Creswick Brass Band	Community Carols by Candelight	Spring?	Silver	1,000		Not considered eligible, as this group applied in the previous round and didn't receive funding
Creswick Neighbourhood Centre	Creswick Christmas in July	Winter	Gold	\$5,000		Good application, but high dependency on Council funding
Committee for Creswick Inc	Brackenberry - Creswick Penny Farthing	Spring	Gold	\$5,000		While the assessment panel consider the Brackenbury a worthy event, it didn't feel it should fund this project - to buy a Penny Farthing
Discover Creswick	Quince Jelly Competition	Winter	Silver	\$1,500		Poor application
TOTAL				\$23,500	7,500	

11.5. PROPOSED SALE OF LAND SURPLUS TO REQUIREMENTS - FLORENCE DENBIGH PRATT RESERVE – REAR OF TABLE HILL ROAD, DAYLESFORD
GENERAL MANAGER INFRASTRUCTURE

In providing this advice to Council as the Property Officer, I Karen Ratcliffe have no interests to disclose in this report.

PURPOSE

The purpose of this report is for Council to determine whether to proceed to sell a portion of the Florence Denbigh Pratt Reserve to an adjoining landowner at 40 Table Hill Road, Daylesford.

BACKGROUND

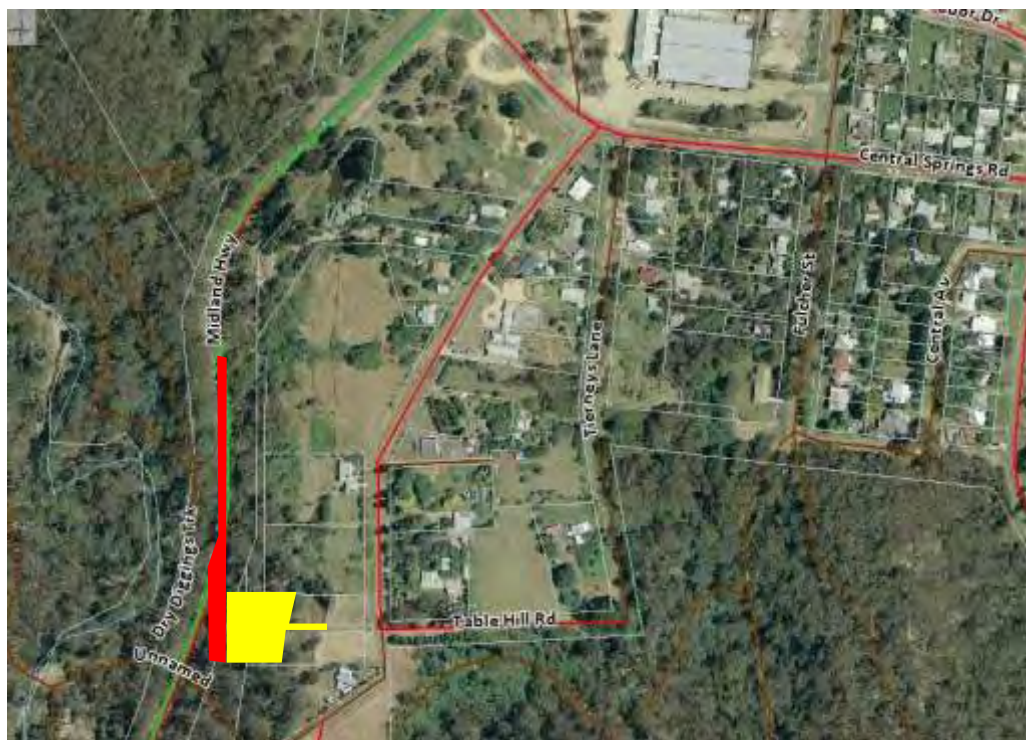
In October 2013, Council resolved that the Florence Denbigh Pratt Reserve (The Reserve) was surplus to requirements and could be sold. The proposed sale was prompted by an adjoining landowner who owns land at 40 Table Hill Road. The landowner had asked about purchasing a part of the Reserve to consolidate it with existing land in his ownership as part of obtaining a planning permit for a dwelling.

Subsequently, officers advertised Council's intention to sell the land and called for public submissions on the proposal in accordance with sections 189, 192 and 223 of the *Local Government Act 1989*.

Four submissions were received objecting to the proposed sale of the land. The main points outlined in the submissions received are summarised as follows:

- History dictates that this land is probably the actual walking route of the 3 lost children.
- The area is full of old gold mines.
- If the sale went through and the area was fenced, this could increase the risk to humans and animals not being able to fight or escape possible fires.
- If the reserve was cleared, it would destroy the ambience of the area and privacy enjoyed by adjoining residents.
- Residents are not comfortable with the reserve being privately owned.
- The land doesn't cost Council anything to upkeep.

The following map shows the adjoining landowner's property at 40 Table Hill Road which is shaded 'yellow'. The Florence Denbigh Pratt Reserve is shaded 'red'.



ISSUE / DISCUSSION

In response to the request by the landowner of 40 Table Hill Road and the four submissions received, the following options have been identified:

Option:	Comments:
1. Not sell the land and retain it in Council's ownership.	This is consistent with the four submissions received from neighbours.
2. Sell only the part adjacent to 40 Table Hill Road, and retain the remainder in Council's ownership.	<p>This would address some (but not all) submission concerns.</p> <p>This will increase the difficulty of access to the remaining land for Council.</p> <p>This is the preferred option of the landowner of 40 Table Hill Road, although he would need to meet costs of subdivision.</p>

<p>3. Sell the whole land to the landowner of 40 Table Hill Road.</p>	<p>This is contrary to the submissions received.</p> <p>The owner of 40 Table Hill Road does not want this and only wants part of the land.</p>
<p>4. Subdivide the land and sell each part to the four neighbours.</p>	<p>This is contrary to the submissions received.</p> <p>Other landowners are not interested in buying.</p> <p>This would satisfy the landowner of 40 Table Hill Road.</p>

Based on submissions received, retaining the land as per option one is recommended. As Council has no direct use for this land, Council should engage with the Department of Environment and Primary Industries to explore the option of surrendering the land to the Crown and incorporating it into the neighbouring Crown Land reserve.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Council Plan 2013-2017:

Strategic Objective – High Performing Organisation

Key Strategic Activity:

- 27. Review Council’s future office accommodation needs with a view to improving service delivery, environmental efficiency and universal access while progressing the rationalisation of redundant Council assets.

Action: Undertake the sale of underutilised and surplus land and buildings in consultation with the community.

FINANCIAL IMPLICATIONS

There will be no cost to Council as any potential purchaser would be required to pay all associated costs of the sale process and any potential income derived from the sale is not expected to be significant.

RISK IMPLICATIONS

There is no immediate risk associated with this land, however, noting it is difficult to access the site due to significant weed infestation. This weed vegetation may pose a bushfire risk which Council will need to further

consider should the sale not proceed. Bushfire risk could be reduced if the land was in private ownership and management; however bushfire risk could also be increased if access to the land was limited by fencing if it is in private ownership.

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

Council does not have a maintenance or fire management plan in place for this isolated strip of land. Adjoining neighbours feel that any sale to a private landowner benefits that landowner only and not the community.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Council officers advertised Council's intention to sell the land by a public process and sought public submissions on this proposal in accordance with S189, S192 and S223 of the *Local Government Act 1989*. Four submissions against the proposal were received.

CONCLUSION

It is evident from public submissions received, that the sale of any portion of the Florence Denbigh Pratt Reserve is not supported by local property owners, other than the owner of 40 Table Hill Road. As such, it is recommended that the sale of the reserve, either in part or in full, not proceed and the landowner of 40 Table Hill Road, Daylesford be advised accordingly.

OFFICER'S RECOMMENDATION

That Council:

- 11.5.1 Determines not to proceed with the sale of the Florence Denbigh Pratt Reserve, in full or in part.
- 11.5.2 Provides formal advice to the landowner of 40 Table Hill Road, Daylesford of Council's decision not to proceed with the sale.
- 11.5.3 Engages with the Department of Environment and Primary Industries to explore the option of surrendering the land to the Crown and incorporating it into the neighbouring Crown Land reserve.

MOTION

That Council:

- 11.5.1. Determines not to proceed with the sale of the Florence Denbigh Pratt Reserve, in full or in part.*
- 11.5.2. Provides formal advice to the landowner of 40 Table Hill Road, Daylesford of Council's decision not to proceed with the sale.*
- 11.5.3. Engages with the Department of Environment and Primary Industries to explore the option of surrendering the land to the Crown and incorporating it into the neighbouring Crown Land reserve.*

Moved: Councillor Neil Newitt
Seconded: Councillor Pierre Niclas
Carried.

11.6. HEPBURN SHIRE DOMESTIC ANIMAL MANAGEMENT PLAN GENERAL MANAGER INFRASTRUCTURE

In providing this advice to Council as Acting Compliance Coordinator, I Mark Hogan have no interests to disclose in this report.

PURPOSE

The purpose of this report is to present the draft Hepburn Shire Domestic Animal Management Plan 2014-2017 to Council for adoption.

BACKGROUND

Hepburn Shire Council has developed this Domestic Animal Management Plan (DAMP) as a statutory requirement under the *Domestic Animal Act 1994*. The purpose of the DAMP is to provide Hepburn Shire with a management plan for all dogs, cats and domestic animal businesses within the Shire. The structure of the DAMP and the content areas within the document are prescribed by State Government through the Bureau of Animal Welfare.

ISSUE / DISCUSSION

The DAMP describes how Council will meet its responsibilities under the Act and aims to support improvements in responsible pet ownership and animal welfare by focussing on seven key areas, being:

- Registration and identification of dogs and cats;
- Staff training;
- Nuisance animal behaviour;
- Dog attacks;
- Dangerous, menacing and restricted breed dogs;
- Domestic animal businesses; and
- Over-population and euthanasia rates of impounded animals.

Within the DAMP, a clear action plan outlines how objectives will be achieved against each of the seven key areas.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Council Plan 2013-2017:

Strategic Objective – Sustainable Environment and a Vibrant Economy

Key Strategic Activity:

13. Review Council's Compliance and Development functions with a focus on improving safety and legislative compliance, reducing processing times and increasing levels of customer satisfaction.

Action: Update Council's Domestic Animal Management Plan.

FINANCIAL IMPLICATIONS

There are no additional financial implications attached to the adoption of the DAMP by Council. Hepburn Shire Council currently meets its obligations under the Act through the provision of local laws staff within the Compliance team. All of the actions outlined within the DAMP will fall within the existing recurrent budget allocation utilised by Compliance.

RISK IMPLICATIONS

There are no risk implications attached to the adoption of the DAMP by council. Adopting the DAMP will assist in mitigating risk for Council, as it demonstrates a clear framework and initiatives for Council's compliance team to operate.

Should Council not adopt the DAMP, there is a risk of not meeting our legislative requirement under the *Domestic Animals Act 1994*.

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

Adopting the DAMP is expected to have a positive impact on environmental, social and economic measures as the plan outlines a series of objectives and actions that provide a simple and easy to understand strategic framework that aims to improve Council's performance against the seven key areas of the plan.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The DAMP was developed with input from Council's animal control officers, in addition to input from other Council departments. Public submissions were invited from domestic animal business operators, RSPCA pound operators and veterinarians which have been considered in the preparation of the DAMP.

CONCLUSION

The draft DAMP 2014-2017 builds on the work undertaken in developing the Shire's first DAMP in 2008. The plan outlines a clear framework to support improvements in responsible pet ownership and animal welfare. Adopting the plan will not only ensure Council is compliant with legislation under the

Domestic Animal Act 1994, but will also assist in improving service delivery of our compliance team.

OFFICER'S RECOMMENDATION

That Council:

- 11.6.1 Adopts the draft Hepburn Shire Domestic Animal Management Plan 2014–2017.
- 11.6.2 Makes the Hepburn Shire Domestic Animal Management Plan 2014–2017 available on Council's website.

MOTION

That Council:

- 11.6.1. Adopts the draft Hepburn Shire Domestic Animal Management Plan 2014–2017.*
- 11.6.2. Makes the Hepburn Shire Domestic Animal Management Plan 2014–2017 available on Council's website.*

Moved: Councillor Greg May
Seconded: Councillor Neil Newitt
Carried.

**ATTACHMENT 7 - DRAFT DOMESTIC ANIMAL MANAGEMENT PLAN
(DAMP) 2014 – 2017**

HEPBURN SHIRE COUNCIL

**DOMESTIC ANIMAL
MANAGEMENT PLAN**

2014-2017

Table of contents

- 1. Executive summary** **page 3**

- 2. Introduction** **page 3**
 - 2.1 Purpose page 3
 - 2.2 Scope page 3

- 3. Background** **page 3**
 - 3.1 Methodology page 4
 - 3.2 Context page 4
 - 3.3 Consultation page 4
 - 3.4 Hepburn Shire strategic framework page 4

- 4. Objectives** **page 5**
 - 4.1 Training of authorised officers page 5
 - 4.2 Registration and Identification page 7
 - 4.3 Nuisance page 8
 - 4.4 Dog attacks page 10
 - 4.5 Dangerous, menacing and restricted breed dogs page 12
 - 4.6 Over population and high euthanasia page 12
 - 4.7 Domestic animal businesses page 14

- 5. Implementing and monitoring** **page 15**
 - 5.1 Evaluation page 15
 - 5.2 Accountabilities page 15
 - 5.3 Financial implications page 15

- 6. References**
 - 6.1 Related documents

1. Executive summary

Hepburn Shire has developed this Domestic Animal Management Plan (DAMP) as a statutory requirement under the *Domestic Animal Act 1994*. It is intended to provide Hepburn Shire Council with a management plan for all dogs, cats and domestic animal businesses within the municipality. The DAMP describes how Hepburn Shire will meet its responsibilities under the Act, and builds on the work undertaken through the Shire's first DAMP, which was adopted by Council in August 2008.

The plan aims to support improvements in responsible pet ownership and animal welfare by focussing on:

- Registration and identification of dogs and cats;
- Staff training;
- Nuisance animal behaviour;
- Dog attacks;
- Dangerous, menacing and restricted breed dogs;
- Domestic animal businesses; and,
- Over-population and euthanasia rates of impounded animals.

The requirements of the *Domestic Animal Act 1994* are outlined for reference at the end of this plan.

2. Introduction

2.1 Purpose

The purpose of the plan is to provide Hepburn Shire with a simple and easy to understand strategic framework that delivers policy direction and a clear action plan for animal control services through to 2017.

The delivery of the plan follows an amendment to the *Domestic Animal Act 1994* which now requires all Councils to have a four-year plan in place for the effective management of cats and dogs in their area.

2.2 Scope

The scope of the plan is limited to Hepburn Shire's regulatory responsibilities in accordance with the *Domestic Animals Act 1994*. Stakeholders of the plan include:

- Domestic animal owners
- Domestic animal business operators
- Pound operators
- Veterinarians
- Authorised Council officers

3. Background

The *Domestic Animals Act 1994* provides that a DAMP must:

- (a) *set out a method for evaluating whether the animal control services provided by the Council in its municipal district are adequate to give effect to the requirements of this Act and the regulations; and*
- (b) *outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of this Act in the Council's municipal district; and*

- (c) *outline programs, services and strategies which the Council intends to pursue in its municipal district—*
- (i) to promote and encourage the responsible ownership of dogs and cats; and*
 - (ii) to ensure that people comply with this Act, the regulations and any related legislation; and*
 - (iii) to minimise the risk of attacks by dogs on people and animals; and*
 - (iv) to address any over-population and high euthanasia rates for dogs and cats; and*
 - (v) to encourage the registration and identification of dogs and cats; and*
 - (vi) to minimise the potential for dogs and cats to create a nuisance; and*
 - (vii) to effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in that district and to ensure that those dogs are kept in compliance with this Act and the regulations; and*
- (d) *provide for the review of existing orders made under this Act and local laws that relate to the Council's municipal district with a view to determining whether further orders or local laws dealing with the management of dogs and cats in the municipal district are desirable; and*
- (e) *provide for the review of any other matters related to the management of dogs and cats in the Council's municipal district that it thinks necessary; and*
- (f) *provide for the periodic evaluation of any program, service, strategy or review outlined under the plan.*

3.1 Methodology

The Act requires that DAMPs are to be developed in consultation with the Secretary – Department of Environment and Primary Industries. To facilitate a consistent approach by Councils across the State, the Bureau of Animal Welfare has provided Councils with a template for the development of this plan.

3.2 Context

The Domestic Animals Act 1994 grants a range of powers and responsibilities to Councils to undertake Animal Control Services. This DAMP outlines how Hepburn Shire intends to meet its responsibilities as prescribed in the ACT.

3.3 Consultation

This DAMP has been developed with input from Hepburn Shire's animal control officers, in addition to input from other Council departments. Public submissions were invited from key stakeholders (as outlined in section 2.2). All internal and external submissions received have been considered in the development of the plan and are reflected in the action listed within the DAMP.

3.4 Hepburn Shire Strategic framework

The DAMP is aligned with Hepburn Shire's four-year Council Plan 2013-2017, specifically the objectives listed under *Sustainable Environment and a Vibrant Economy*, being:

"To review Council's Compliance and Development Functions with a focus on improving safety and legislative compliance, reducing processing times and increasing levels of customer satisfaction"

4. Objectives

4.1 Training of Authorised Officers

The *Domestic Animals Act 1994, 68(A)(2)(b)* outlines that Council must “*outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of this Act in the Council's municipal district;*”

Hepburn Shire presently employs two local laws officers, one being full time and other 0.8EFT, who each undertake animal management work as a portion of their overall workload. All animal management officers are suitably experienced and hold a Certificate IV in Animal Control and a Certificate IV in Statutory Compliance. Officers have a diverse background in a variety of fields and are members of the Vic Rangers Authorized Officers Group, which allows them to actively participate and access the educational and problem solving website in order to deal with a variety of situations.

The following table explains the training activities undertaken by staff, in addition to the activities that are expected to be undertaken in the short term.

Authorised Officer Training - Basic	Current status	Planned
<i>Certificate IV in Animal Control</i> Officer 1 Officer 2	Qualified	
<i>OH&S training – dealing with aggressive customers</i> Officer 1 Officer 2	Qualified Qualified	Refresher as required
<i>Customer service training – conflict resolution, telephone speak</i> Officer 1 Officer 2		Officers to attend available courses during 2014-2015
<i>Bureau of Animal Welfare – training and information days</i> Officer 1 Officer 2	Training and information days regularly attended by staff	2014 2015 2016 2017
<i>Induction program for new staff</i>	Provided and completed	
<i>Horse Handling Course</i> Officer 1 Officer 2	Qualified	
<i>Certificate IV in Government (Statutory Compliance)</i> Officer 1 Officer 2	Qualified	
<i>Manual Handling</i> Officer 1 Officer 2	Planned Planned	Officers to attend available courses during 2014
<i>Court Procedure and Prosecutors Course – Associated Training Consultants</i> Officer 1 Officer 2	Planned	Officers to attend available courses during 2014-2017
<i>Canine Anatomy and Identification Training Day</i> Officer 1 Officer 2	Completed Completed	Officers to attend available courses during 2014-2015
<i>Firearms Training</i> Officer 1 Officer 2	Completed Completed	Officers to attend available courses during 2015-2017

Our plans for the training of authorised officers

A series of objectives have been identified to enhance the training activities listed in the table above.

Objective one: Create a training schedule that is aligned with the needs of Hepburn Shire's DAMP and reflects the opportunity for Animal Management officers to continue to build their skills.

Activity	When	Evaluation
Develop a skills matrix of existing Animal Management Staff in order to identify training requirements	By June 30, 2014 and then annually	Matrix to be reviewed annually, and updated to reflect staff training undertaken.
Work with staff and management to develop a set of minimum training requirements for Animal Management Officers, using the skills matrix.	By June 30	Training plan to be included in staff performance plans, with completion of minimum training requirements in the following financial year.

Objective two: Improve officer's ability to correctly identify dog breeds and interpret breed standards.

Activity	When	Evaluation
Identify training providers that specialise in dog breeds and determine when training is available.	To commence from July 2014	Training completed and skills Matrix updated.

Objective three: For Hepburn Shire animal welfare officers to take part in workshops provided by the Bureau of Animal Welfare (Department of Environment and Primary Industries).

Activity	When	Evaluation
Officers to be advised about workshops delivered by the Bureau of Animal Welfare, and to attend appropriate events.	To commence from July 2014	Training completed and skills Matrix updated.

4.2 Registration and Identification

The Domestic Animals Act 1994, 68A(2)(c)(v) provides that Hepburn Shire must “...outline programs, services and strategies to encourage the registration and identification of dogs and cats...”

Our orders, local laws, council policies and procedures

Council has no orders or local laws relevant to the registration of cats and dogs. Council’s current controls are under the Domestic Animals Act 1994 and include:

- Registration and identification for dogs and cats, including renewal follow ups; and
- Registration and identification of menacing and restricted breed dogs including renewal and random inspections.

Council appoints a number of agencies throughout the Shire for registration of dogs and cats.

Our education/promotion activities

Council currently provides education and information services in the following manner:

- Animal information pamphlets made available at customer service areas and on new adoptions
- Registration signage is placed at all entrances to a selected township prior to registration renewals;
- Direct communication and interaction by authorised officers is undertaken with the community;
- A responsible Pet Education program is delivered to schools/kindergartens as arranged by the Hepburn Shire in conjunction with the Bureau of Animal welfare.

Our compliance activities

Council currently provides:

- Life-time tags;
- Renewal follow-ups for registration and identification for domestic dogs and cats;
- Doorknocks are undertaken in May/June each year;
- Microchipping day;
- Road signage in townships

Our plan to support animal registration and renewals

Objective four: To increase the number of registered dogs and cats annually

Activity	When	Evaluation
Benchmark pet registration numbers against previous years to identify any trends or important information that will shape how we promote domestic animal registrations.	May 2014 and annually after each renewal period closes.	Records checked and results measured.
Develop a media and communications schedule with the Shire’s communications officer and	Jan 2014 and annually.	Story and information appears in Council’s Advocate page and other

ensure there is a focus on animal registration renewals each year.		media outlets.
Ensure all seized or impounded animals are registered with their owner prior to being released.	Prior to every release	Review the number of dogs and cats being seized or impounded that are not registered to their owner.
Continue an incentive/education program in conjunction with Shire Staff, school communities, DEPI and interest groups (Pet Education Program)	2014 and annually	Set a target number of schools/kindergartens to be visited annually
Undertake enforcement, through <ul style="list-style-type: none"> • Random and planned inspections • Reminder notices • Conduct investigations • Issue warnings, infringement notices and carry out prosecution 	2014 and annually	Measure and report on results

4.3 Nuisance

The *Domestic Animals Act 1994*, 68A(2)(c)(vi) provides that Hepburn Shire must “*outline programs, services and strategies to minimise the potential for dogs and cats to create a nuisance*”

Council has an order, made under Section 26 of the *Domestic Animals Act 1994*, which requires dogs to be under effective control by means of a chain, cord or leash in a specified area.

General Local Law number 2 addresses *Animals* at Part 6.2 and this section requires a person not to allow dog excrement to remain in a public place within a built-up area. Part 6 deals with the keeping of animals and maximum numbers of domestic animals in certain areas and excess animal permits.

Our education/promotion activities

Council currently undertakes the following educational and promotional activities in support of nuisance offences:

- Advertising in print media
- Distribution of specific educational packs relating to nuisance offences
- Use of on-hold messages and Council’s website to inform pet owners
- Education and information services provided, as resources and opportunity allow
- Dog excrement bag dispensers located in Trentham

Our compliance activities

Council treats the issue of animal nuisance seriously. The type of complaints regularly received are dogs at large, dogs barking (noise complaint), dogs fouling nature strips/footpaths and feral cat problems. Council currently undertakes the following compliance activities in support of nuisance offences:

- Nuisance complaint response;
- Dog attack (Immediate response – 24 hour – After hours – On Call Officer)
- Registration and identification of menacing and restricted breed dogs including renewal and door knocks;
- Cat trap hire service
- Infringement Notice System

Summary

The majority of complaints received by Council relate to dogs at large, and barking dog complaints. A check of the Council complaint register identified 56 complaints in the period July 2011 to June 2012 for barking dogs. The feral/abandoned, unwanted and unregistered cat population also registered considerable complaints.

The issue of dogs at large continues to be a key challenge. Impoundment and the issue of infringements provide a consistent approach to dealing with this challenge. Barking dog complaints can be lengthy to investigate and a satisfactory outcome is often difficult to achieve.

Our plan to address animal nuisance

Objective five: Reduce the number of dogs and cats at large

Activity	When	Evaluation
Benchmark our figures for animals at large against previous years to identify any trends or important information that will shape how we address the issue and the resources we allocate to it.	Jan 2015 and annually.	Records checked and results measured.
Pet owner awareness <ul style="list-style-type: none"> • Advise owners by way of documentation (Pamphlets/flyers) • Documentation and warning to be given to owners of dogs found at large 	March 2014, and then annually	Measure and report results in annual review of this plan
Community education <ul style="list-style-type: none"> • Maintain Responsible pet ownership programs within schools and kindergartens • Provide relevant information to new owners 	March 2014, and then annually	<ul style="list-style-type: none"> • Record number of visits to schools and kindergartens • Information sent to new owners • Measure and report on results
Publicity and Promotion <ul style="list-style-type: none"> • Media articles • Newsletters • Website update • On hold messages • Distribute relevant flyers and pamphlets 	May 2014, and then annually	<ul style="list-style-type: none"> • Record media articles • Mail outs achieved • Web site information • Vet assistance regarding issue • Measure and report on results
Enforcement <ul style="list-style-type: none"> • Official Warnings • Gain compliance by official warnings, infringements and prosecution where required 	March 2014, and then annually	<ul style="list-style-type: none"> • Compare number of offences from 2012 • Number of warnings issued • Number of infringements issued

		<ul style="list-style-type: none"> • Number of prosecutions • Measure and report on results
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Objective six: Improved response and outcomes to barking dog complaints

Activity	When	Evaluation
Benchmark our figures for barking dog complaints against previous years to identify any trends or important information that will shape how we address the issue and the resources we allocate to it.	Jan 2015 and annually.	Records checked and results measured.
Community awareness <ul style="list-style-type: none"> • Direct interaction with complainants and offending parties regarding compliance • Dog Barking Kit provided 	Ongoing	Measure and report on results
Promotion / Publicity <ul style="list-style-type: none"> • Media articles • Mail-outs with registration renewals • Issue specific flyers, pamphlets and information packages 	March 2014 and then annually	<ul style="list-style-type: none"> • Record number of media releases • Mail-out data • Development of information kit • Measure and report on results
Enforcement <ul style="list-style-type: none"> • Official Warnings • Infringements • Prosecutions 	Ongoing	Measure and report on results

4.4 Dog Attacks

The *Domestic Animals Act 1994*, 68A(2)(c)(vi) provides that Hepburn Shire must “outline programs, services and strategies to minimise the risk of attacks by dogs on people and animals.”

Our orders, local laws, council policies and procedures

Council currently enforces the provisions of the *Domestic Animals Act 1994* in regard to dog attacks. All reported dog attacks are investigated and appropriate action taken in line with legislation. Council provides a dog trapping cage as required.

Our education/promotion activities

Council undertakes the following educational and promotional activities in support of dog attack issues:

- Use of Council's website to inform pet owners;
- Education and information services provided, as resources and opportunity allow.
- Use of media advertising

Our compliance activities

Council treats the issues of dog attack seriously. Council currently undertakes the following compliance activities in support of offences:

- dog attack (immediate response - including 24 hour emergency service)
- registration and identification of menacing and restricted breed dogs including renewal and door-knocks;
- infringement notice system;
- prosecution of serious dog attacks

Summary

The number of dog attacks has remained relatively low within the shire with minimal serious injuries to persons reported.

Confinement of dogs is a priority because the instances of wandering dogs increases risk to other pets, humans and livestock, and consumes time and resources of Local Laws officers. Desexed animals are less likely to wander so Council will continue to encourage people to have their pet desexed.

Council will ensure there is information available on the importance of animal confinement at Council service centres and other key locations.

Our plan to address dog attacks

Objective seven: To decrease dog attacks on people and animals

Activity	When	Evaluation (and Targets)
Benchmark our figures for dog attacks against previous years to identify any trends or important information that will shape how we address the issue and the resources we allocate to it.	Jan 2015 and annually.	Records checked and results measured.
Educate community about dog confinement and penalties for dog attack	March 2014, then annually	Measure and report on results in the annual review of this plan.
Distribute appropriate pamphlets and display relevant flyers at strategic points, and promote education through school based programs	March 2014, then annually	<ul style="list-style-type: none"> • Provide education for responsible pet ownership • No of schools visits per year • Measure and report on results
Undertake enforcement, supported by: <ul style="list-style-type: none"> • Doorknocking and random domestic animal registration inspections • Set up official warning register • Conduct investigations • Seek compliance of this legislation by official warnings, infringement notices and prosecution 	Ongoing	Reduced number of dog attacks from previous year's figures

4.5 Dangerous, menacing & restricted breed dogs

The *Domestic Animals Act 1994, 68A(2)(c)(vii)* provides that Hepburn Shire must "outline programs, services and strategies to effectively identify all dangerous dogs,

menacing dogs and restricted breed dogs in the district and to ensure that these dogs are kept in compliance with this Act and the regulations.”

Our orders, local laws, council policies and procedures

Dangerous, menacing and restricted breed dogs are controlled by the *Domestic Animal Act 1994*

Our education/promotion activities

Council currently undertakes the following educational and promotional activities, including providing information of dangerous, menacing and restricted breed dogs:

- Use of Media to inform the community of its responsibilities and the consequences to non compliance;
- Distribution of pamphlets and flyers with relevant information;
- Education and information services provided, as resources and opportunity allow.

Our compliance activities

Council undertakes the following compliance activities in support of such offences:

- Complaint response;
- Dog attack (immediate - including 24 hour emergency service)
- Registration and identification of menacing and restricted breed dogs including renewal and door-knocks; and
- Infringement notice system;
- Prosecution services where required.

Summary

Council currently reviews the Victorian Declared Dog Register and monitors the animals recorded to ensure compliance is being adhered to. Council’s promotional, educational, community and enforcement activities are all targeted at the relevant state legislation involving these matters.

Our plan to address dangerous, menacing and restricted breed dogs

Objective eight: To ensure all identified dangerous, menacing and restricted breed dogs are kept in compliance with the Domestic Animal Act 1994.

Activity	When	Evaluation
Develop a decision making process that can be used to provide a clear and objective course of action when Council is required to exercise its power in relation to declaring a dog.	June 2014	Track the outcomes of each case.
Undertake periodical inspections of locations where dangerous dogs are housed, to ensure they are compliant	Annually	Measure and report on results

4.6 Overpopulation & high euthanasia

The *Domestic Animals Act 1994*, 68A(2)(c)(iv) provides that Hepburn Shire must “*outline programs, services and strategies to address any over-population and high euthanasia rates for dogs and cats*”.

Our local laws, council policies and procedures

Council's current domestic animal pound facility is the Ballarat RSPCA. A *Section 81 Agreement* under the *Domestic Animals Act 1994* is in place with the RSPCA where pound services are provided. The RSPCA is responsible for the appropriate care and maintenance and euthanising of dogs and cats whilst under Council's care and control.

Our education/promotion activities

Council promotes the benefits of desexing to reduce the number of unwanted litters. Council currently undertakes the following educational and promotional activities in support of addressing over population:

- Print media;
- Microchipping days where information is distributed, registrations taken and information is made available;
- Reduced fee for desexed animal;
- Provide vouchers for subsidised desexing with registration;
- Animals listed on "Lost & Found" register at Council office; and,
- Education and information services provided.

Our compliance activities

Council currently undertakes the following compliance activities in support of increasing registration and thereby reducing euthanasia rates:

- Investigate reports of animal hoarding
- Investigate reports of unauthorized 'backyard breeders' to ascertain whether they should be registered as a domestic animal business
- Provision of additional animal cages.

Summary

Hepburn Shire traditionally has low rates of animal euthanasia with impounded animals, particularly dogs, generally able to be rehoused in most instances. The exception to this is premises where over-breeding takes place due to poor animal control by residents. This often happens with cats, and there have been instances where numbers of feral and diseased cats have been trapped. In these situations it is not possible for these animals to be rehoused, nor is it appropriate to return them to the owner, which results in abnormal spikes in euthanasia rates.

Our plan to keep euthanasia rates low

Objective nine: To decrease euthanasia rates of seized animals.

Activity	When	Evaluation
Benchmark our figures for euthanasia rates against previous years to identify any trends or important information that will shape how we address the issue and the resources we allocate to it.	Jan 2015 and annually.	Records checked and results measured.
Work with RSPCA and Rescued with Love Inc to ensure animal rehousing processes are in place and working effectively.	March 2014 then annually	Measure and report on results in the annual review of this plan
Promotion / Publicity in regard to animal re-registration, utilising: <ul style="list-style-type: none">• Media articles• website updates	March 2014 then annually	<ul style="list-style-type: none">• Record numbers of media articles• Website updates

<ul style="list-style-type: none"> • issue specific flyers and brochures 		
<p>Enforcement regarding animal registration</p> <ul style="list-style-type: none"> • Conduct investigations and regular patrols • Seek compliance of this legislation by official warnings, infringement notices and prosecution 	<p>March 2014 then annually</p>	<ul style="list-style-type: none"> • Establish random domestic animal registration inspections • Set up official warning register • Measure and report on results in the annual review of this plan

4.7 Domestic animal businesses

The *Domestic Animals Act 1994*, 68A(2)(c)(ii) provides that Hepburn Shire must “*outline programs, services and strategies which the Council intends to pursue in its municipal district to ensure that people comply with this Act, the regulations and any related legislation.*”

Current Situation

Council currently has 4 registered Domestic Animal Businesses.

Our orders, local laws, council policies and procedures

Domestic animal business registration is controlled by the *Domestic Animal Act 1994*. Council has a zero-tolerance of non-compliance in domestic animal businesses, and will continue to investigate all reports on domestic animal breeding businesses and seek compliance for any non-registered domestic animal business by conducting door knocks and property inspections.

Our education/promotion activities

Council provides information and guidance to every domestic animal business on the necessity of registration, the procedure and the requirements to be fulfilled under the Act.

Our compliance activities

Council has a zero-tolerance of non-compliance in domestic animal businesses, and will continue to investigate all reports on domestic animal breeding businesses and seek compliance for any non-registered domestic animal business by conducting door knocks and property inspections.

Summary

Hepburn Shire has a variety of domestic animal businesses. There are approved codes of practice for the operation of breeding and rearing establishments, boarding establishments, and shelters & pounds. Pet shops are also included. Council is obliged to ensure each establishment complies with the relevant code of practice with regular audits. The Compliance Unit has developed a 'Domestic Animal Business – Officer Procedure' guide.

Our plans to work with Domestic Animal Businesses

Objective Ten: Identify and register all Domestic Animal businesses within Hepburn Shire Council and ensure they are compliant with the requirements of the Domestic Animal Act 1994.

Activity	When	Evaluation (and Targets)
Develop an audit schedule and ensure Domestic Animal Businesses are audited annually.	March 2014	Schedule complete and all businesses audited.
Investigate reports of any unregistered Domestic Animal Businesses	Ongoing	Number of inspections, benchmarked against the previous year.
Send relevant education material to Registered Animal Businesses to ensure they are aware of the Code of Practice for breeding and rearing animals.	Periodically as changes to the code are made.	Number of new businesses registered
Monitor newspaper and online advertisements for signs of unregistered business activity, and work in partnership with Economic Development team to provide support and ensure compliance with the Act.	Ongoing	Number of new businesses identified and registered, and number of notices issued.

5. Implementing and monitoring

Hepburn Shire's Compliance team is responsible for implementing this plan. The actions within the plan will be aligned with the Compliance team's business plan and the four-year Council Plan to ensure a strategic approach to animal management is undertaken across the Shire

5.1 Evaluation

In accordance with s68A(3) of the *Domestic Animals Act*, Hepburn Shire is required to review this plan annually, and to amend the plan if appropriate. Council must also publish an evaluation of its implementation of the plan in its annual report.

5.2 Accountabilities

Any correspondence in response to this plan should be directed to the Compliance Coordinator, Hepburn Shire.

5.3 Financial implications

The implementation of the plan is expected to fall within the budget constraints of Hepburn Shire. There is no expectation of additional cost implications, but should there be any potential budget requirement needed to support the delivery of the plan, it will be assessed as a budget bid through Council's annual budget cycle.

6. References

Domestic Animals Act 1994

11.7. VINCENT STREET, DAYLESFORD – PEDESTRIAN CROSSING IMPROVEMENTS

GENERAL MANAGER INFRASTRUCTURE

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

PURPOSE

The purpose of this report is to consider the concepts for upgrading the pedestrian Crossing in Vincent Street, Daylesford as part of implementing the Daylesford Streetscape Revitalisation Strategy.

BACKGROUND

Following Council's endorsement of the revised Daylesford Streetscape Strategy (the strategy), funding was secured through Regional Development Victoria (RDV) under the Putting Locals First program for the implementation of a package of works identified in the strategy. This project includes upgrading the existing Vincent Street pedestrian crossing to improve safety, visual appearance and functionality and provide a common style with other traffic calming treatments in Vincent Street.

ISSUE / DISCUSSION

A number of options have been considered for the safety and amenity improvements for the pedestrian crossing in Vincent Street, as previously discussed with Councillors. In doing so, the primary objectives were to improve pedestrian safety, improve the visual amenity of the crossing and not detrimentally impact on available parking spaces.

The preferred option achieves these objectives with a raised pavement level of the crossing, greening of the space and visually enhancing the crossing, improved sight lines for pedestrians and motorists and providing some improved protection for pedestrians.

With regards to the centre road parking arrangements, following the recent resealing and remarking of the parking bays, an opportunity existed to standardise all of the parking bays to be of consistent width. In doing so, the number of centre bays was increased by one space. This is in addition to providing space at the crossing for improved sight lines. As a result, the preferred concept is able to be achieved with a net gain of one centre road parking space which also meets one of the primary objectives for the upgrade.

It should be noted that specific materials and species of tree have not yet been determined. Notwithstanding this, the material selection will be sympathetic to and consistent with the adjacent built form.

The proposed concept provides for improved safety with a raised pavement level on the crossing and improved sight lines with the additional clear space on both approaches to the crossing. In addition, amenity improvements are achieved with some low level greenery on each side of the crossing and in a planter box style central area along with two central trees in an open protected area. The concept depicted below also provides for improved access from the crossing to all parking spaces which again is achieved with an overall net gain of centre of road parking spaces.



COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Council Plan 2013-2017:

Strategic Objective - Quality Community Infrastructure

Key Strategic Activity:

7. Improve the liveability and amenity of our Communities by delivering improved levels of service across all Hepburn Shire Streetscapes, Parks and Gardens through the introduction of planned work schedules for areas such as town entrances, park furniture, sporting ovals and public reserves.

Action: Implement the Daylesford Streetscape Revitalisation Project.

FINANCIAL IMPLICATIONS

This project is part of a package of works to be delivered as part of the current Daylesford Streetscape Revitalisation Project Implementation funded by Council and external grant funds with a total budget of \$300,000. These works are expected to be delivered within the budget allocation.

RISK IMPLICATIONS

There have been many comments reported to Council about the poor visibility of the existing pedestrian crossing, the desire to improve the streetscape appearance and that of the crossing. These concerns have highlighted the potential risk of a pedestrian being struck on the crossing if improvements are not undertaken.

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

The proposed crossing upgrade will provide an improved social space for the community and enhance pedestrian safety. These works, in conjunction with the town hall laneway upgrade, are expected to have a positive impact on pedestrian permeability to access retail outlets in the central precinct.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The Daylesford Streetscape Revitalisation Strategy was developed with extensive stakeholder engagement. In addition, as part of planning and delivering on the current package of works, there has been informal discussion with some stakeholders about the need for upgrading the crossing. However, no specific consultation has been undertaken at this stage regarding the proposed concept.

CONCLUSION

As part of implementing the Daylesford Streetscape Revitalisation Strategy, options for the upgrade of the existing pedestrian crossing in Vincent Street have been considered with the objectives of improving safety, visual appearance and functionality without detrimentally impacting on parking.

The proposed concept achieves these objectives with a raised pavement level of the crossing, greening of the space and visually enhancing the crossing, improved sight lines for pedestrians and motorists and providing some improved protection for pedestrians.

OFFICER'S RECOMMENDATION

That Council:

- 11.7.1 Endorses the proposed concept for the upgrade of the Vincent Street, Daylesford pedestrian crossing which includes a raised pavement level, greening of the space with low level plantings, a pedestrian haven in the centre and the placement of a tree either side of the crossing.
- 11.7.2 Authorises officers to proceed with detailed design, material selection and construction of the proposed upgrade as part of the

MOTION

That Council:

- 11.7.1. Endorses the proposed concept for the upgrade of the Vincent Street, Daylesford pedestrian crossing which includes a raised pavement level, greening of the space with low level plantings, a pedestrian haven in the centre and the placement of a tree either side of the crossing.*
- 11.7.2. Authorises officers to proceed with detailed design, material selection and construction of the proposed upgrade as part of the current streetscape improvement project.*

Moved: Councillor Pierre Niclas

Seconded: Councillor Kate Redwood

Carried.

11.8. EXCHANGE OF LAND – RIJK ZWAAN – DAIRY FLAT ROAD, MUSK GENERAL MANAGER INFRASTRUCTURE

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

PURPOSE

The purpose of this report is for Council to consider a land exchange for an unused road reservation in Dairy Flat Road, Musk.

BACKGROUND

Rijk Zwaan Australia, located in Dairy Flat Road, Musk, is a subsidiary of the Dutch vegetable seed company Rijk Zwaan and produces and sells vegetable seeds to commercial market gardeners in Australia and New Zealand, employing over 60 people.

Rijk Zwaan owns a number of freehold property titles in Dairy Flat Road. A number of unused road reserves are located adjacent to these titles which have the effect of dividing its land and constraining its desired use.

In order to improve this situation, Rijk Zwaan has proposed a land exchange that will continue to provide legal access provisions to all properties.

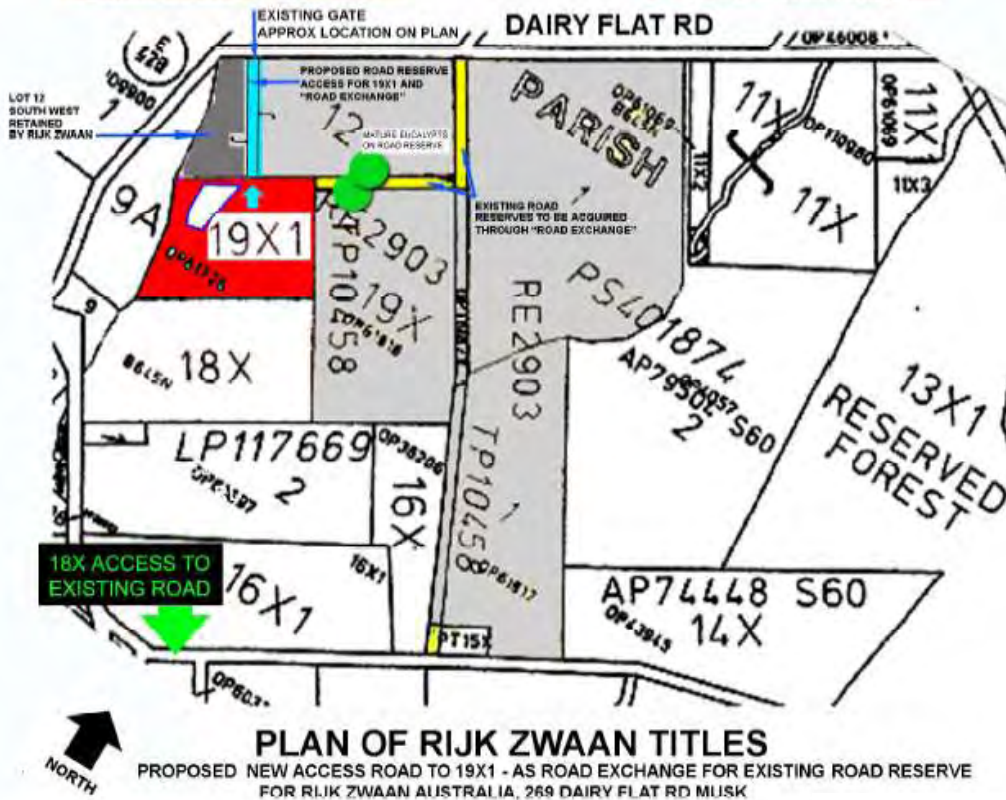
ISSUE / DISCUSSION

Accordingly, it is proposed to exchange a parcel of their land on the west side of allotment 12, located near Wallaby Creek to provide legal access to allotment 19X1 for the existing road reservation on the east and south boundaries of allotment 12.

This will enable the consolidation of a number of freehold titles and allow more effective management of the land parcels and development and growth of their operation.

As part of this land exchange Rijk Zwaan is proposing to construct formal road access to allotment 19X1 which will service this allotment and also act as a secondary emergency access to their site.

All required surveys and plans are to be made for the land exchange and to ensure legal access is provided to Lot 19X1, at the expense of Rijk Zwaan.



LEGEND

RIJK ZWAAN TITLES	
PROPOSED ROAD RESERVE	
RIJK ZWAAN - LOT 12 SW	
NEIGHBOURING TITLE 19X1	
EXISTING ROAD RESERVE	
EXISTING TREES ON ROAD RESERVE	

EXISTING ROAD RESERVE LICENCE
NW - SE FROM MAIN ROAD
NE - SW TO 19X1
LICENCE: 0512334



COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Council Plan 2013-2017:

Strategic Objective - Quality Community Infrastructure

Key Strategic Activity:

12. Support and develop existing businesses within Hepburn Shire and continue to explore opportunities to diversify Hepburn Shires economic base.

In addition the *Local Government Act 1989* - Schedule 10 – Powers of Council over Roads provides Council with the power to determine on this matter.

FINANCIAL IMPLICATIONS

All costs associated with the formal land exchange process including title survey, amendment of titles, consultation and ultimately road construction will be met by Rijk Zwaan and there are no cost implications for Council with this proposal.

RISK IMPLICATIONS

No risks have been identified with this proposal and all freehold land parcels will continue to have legal access provisions.

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

No social or environmental implications identified however there is likely to be economic benefits in the longer term with increased flexibility for Rijk Zwaan to more effectively develop their operation on a consolidated site.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

This proposal has been instigated from a formal request of the landowner, Rijk Zwaan. Should Council support the proposal it will be a condition of the process that Rijk Zwaan consult with and gain agreement with the property owner of allotment 19X1.

Council has discussed the proposal with Department of Environment and Primary Industries (DEPI) who have indicated they have no objections to the proposed land exchange.

CONCLUSION

Rijk Zwaan Australia, located in Dairy Flat Road, Musk owns a number of freehold property titles that are separated by unused road reserves which impact its preferred use of the land parcels.

OFFICER'S RECOMMENDATION

11.8.1 That Council consents to the land exchange proposed by Rijk Zwaan adjacent to allotment 12 located near Wallaby Creek based on the following conditions:

1. Written agreement is obtained from the owner of allotment 19X1 for the proposed land exchange.
2. Rijk Zwaan meets all the costs associated with the land exchange.
3. Rijk Zwaan meets all the costs associated with the construction of a new access road to allotment 19X1.
4. That the acquired road reservations and property titles for allotment 12 and allotment 19X1 are consolidated into one title to prevent future sale of a land locked land parcel.

MOTION

11.8.1. That Council consents to the land exchange proposed by Rijk Zwaan adjacent to allotment 12 located near Wallaby Creek based on the following conditions:

- 1. Written agreement is obtained from the owner of allotment 19X1 for the proposed land exchange.*
- 2. Rijk Zwaan meets all the costs associated with the land exchange.*
- 3. Rijk Zwaan meets all the costs associated with the construction of a new access road to allotment 19X1.*
- 4. That the acquired road reservations and property titles for allotment 12 and allotment 19X1 are consolidated into one title to prevent future sale of a land locked land parcel.*

Moved: Councillor Pierre Niclas

Seconded: Councillor Sebastian Klein

Carried.

11.9. RECORD OF ASSEMBLIES OF COUNCILLORS – MARCH 2014
GENERAL MANAGER CORPORATE SERVICES

In providing this advice to Council as the General Manager Corporate Services, I Evan King have no interests to disclose in this report.

PURPOSE

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

BACKGROUND

The Local Government Act 1989 defines Assembly of Councillors as

...a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be -

(a) the subject of a decision of the Council; or

(b) subject to the exercise of a function, duty of power of the Council that has been delegated to a person or committee –

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

Assemblies of Councillors		
Date	Location	Committee Name
4 March 2014	Council Chamber, Daylesford	Councillor Briefing
11 March 2014	Council Chamber, Daylesford	Councillor Briefing
18 March 2014	Glenlyon Hall	Councillor/CEO Meeting
18 March 2014	Glenlyon Hall	Pre Council Meeting Briefing
27 March 2014	Duke Street, Daylesford	Hepburn Mineral Springs Reserve Advisory Committee
27 March 2014	Council Chamber, Daylesford	International Women's Day Advisory Committee

ISSUE / DISCUSSION

1. The *Local Government Act 1989* (as amended) requires the record of an Assembly of Councillors to be reported at an Ordinary meeting of the Council.
2. The *Local Government Act 1989* (as amended) requires the record of an Assembly of Councillors to be incorporated in the minutes of that Council Meeting.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Local Government Act 1989, Section 80A

FINANCIAL IMPLICATIONS

Nil.

RISK IMPLICATIONS

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

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

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

COMMUNITY AND STAKEHOLDER ENGAGEMENT

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

CONCLUSION

Information provided for noting.

OFFICER'S RECOMMENDATION

- 11.9.1 That Council receives and notes the Records of Assemblies of Councillors for the month of March 2014.

MOTION

11.9.1. That Council receives and notes the Records of Assemblies of Councillors for the month of March 2014.

Moved: Councillor Bill McClenaghan

Seconded: Councillor Kate Redwood

Carried.

**ATTACHMENT 8 - RECORDS OF ASSEMBLIES OF COUNCILLORS –
MARCH 2014**

RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: Councillor Briefing
Date: Tuesday 4 March 2014
Time: 10:30 am

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

Councillors present:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Cr Pierre Niclas <i>APOLICY</i> | <input checked="" type="checkbox"/> Cr Don Henderson |
| <input checked="" type="checkbox"/> Cr Kate Redwood | <input checked="" type="checkbox"/> Cr Greg May |
| <input checked="" type="checkbox"/> Cr Neil Newitt | <input checked="" type="checkbox"/> Cr Bill McClenaghan |
| <input checked="" type="checkbox"/> Cr Sebastian Klein | |

Members of Council Staff present:

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

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned
<i>Ce Klein - ARC Fees - Item 1</i>	<i>Left 11-00 Returned 11-04</i>
<i>Ce McClenaghan - Transfer Stations - Item 1</i>	<i>Left 11-20 Returned 11-40</i>
<i>Ce Klein - ARC Management - Item 6</i>	<i>Left 2-12 Returned 2-40</i>
<i>Ce Klein - Neighbourhood Centre - Item 10</i>	<i>Left 4-02 Returned 4-04</i>
<i>Ce McClenaghan - Bullarto Muck - Item 11</i>	<i>Left 4-05 Returned 4-10</i>
<i>Ce McClenaghan - Planning - Item 13</i>	<i>Left 4-13 Returned 4-22</i>

Cr Redwood left meeting at 4-46.

Matters Considered:

Agenda Attached

Name and title of Officer responsible for this written record:

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

Signature: *Evan King*

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

Confidential
Councillor Briefing Agenda
Tuesday 4 March 2014



Tuesday 4 March 2014 10:30 am		Council Chamber Daylesford Town Hall	
Chair	Mayor	Cr Don Henderson	
Attendees	Councillors	Cr Pierre Niclas, Cr Kate Redwood AM, Cr Neil Newitt, Cr Sebastian Klein, Cr Greg May, Cr Bill McClenaghan	
	Officers	Chief Executive Officer, General Manager Corporate Services, General Manager Community Services, General Manager Infrastructure, and other officers as required	
Apologies			

Time		Title	Action Officer	
1.	10:30 am	Verbal Presentation Draft Fees and Charges 2014-15	General Manager Corporate Services	Page 3
2.	11:00 am	Verbal Presentation Draft Budget 2014-15 – Overview	General Manager Corporate Services	Page 4
3.	12:00 pm	Informal Discussion Creswick Hub	General Manager Community Services	Page 5
	12:30 pm	Lunch Break Lunch will be provided		
4.	1:00 pm	External Presentation Recognition and Settlement Agreement between State of Victoria and Dja Dja Wurrung Traditional Owner Group	General Manager Community Services & Community & Cultural Development Officer Dja Dja Wurrung Clans Aboriginal Corporation: Graham Atkinson - Chair Barbara Huggins - CEO Nick Testro – Managing Lawyer, Dja Dja Wurrung Claim	Page 6
		Attachment 1		Page 7

Confidential
Councillor Briefing Agenda
Tuesday 4 March 2014



Time		Title		Action Officer	
5.	1:45 pm	Informal Discussion	Discussion following External Presentation	General Manager Community Services	Page 17
6.	2:00 pm	Verbal Presentation	Daylesford ARC Management Contract	General Manager Community Services	Page 18
7.	2:30 pm	Verbal Presentation	Leasing of Caretaker's Cottage – Hepburn Mineral Springs Reserve	General Manager Infrastructure	Page 19
8.	3:00 pm	Report	Requests to Use B-Doubles and High Mass Limits Vehicles on Council Roads	General Manager Infrastructure & Manager Strategic Asset Management	Page 20
9.	3:15 pm	Verbal Presentation	Pedestrian Crossing Improvements – Vincent Street, Daylesford	General Manager Infrastructure	Page 22
10.	4:00 pm	Informal Discussion	Daylesford Neighbourhood Centre – Proposal to Purchase Old Police Station <i>(following external presentation on 4 February 2014)</i>	General Manager Community Services	Page 23
11.	4:15 pm	Informal Discussion	Bullarto and Musk Community Plan <i>(following external presentation on 4 February 2014)</i>	General Manager Community Services	Page 24
12.	4:30 pm	Verbal Presentation	Planning Update	Chief Executive Officer & Manager Planning	Page 25
13.		Report	Planning Application Seeking Amendment to Planning Permit Conditions - 211 Wheelers Hill Road, Musk – Attachment 2	Chief Executive Officer & Manager Planning	Page 26 Page 29
14.	5:00 pm		CLOSE OF MEETING		Page 34

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor BILL MCCLENAGHAN hereby disclose
 a conflict of interest in the following matter DRAFT FEES & CHARGES
IN 2014/15 BUDGET. ITEM 1. ON BRIEFING
AGENDA.

This matter is being considered at a meeting of

- Council Meeting
- Councillor Briefing
- Special Committee
- Audit and Risk Advisory Committee
- Assembly of Councillors

on TUESDAY 04 MAR 14

The class of the interest is (tick appropriate box)

- a direct interest
- OR
- an indirect interest (see below)

Please select from the following types of indirect interest:

- Indirect interest - close association
(section 78)
- Indirect financial interest
(section 78A)
- Indirect interest – conflicting duty
(section 78B)
- Indirect interest – applicable gift(s)
(section 78C)
- Indirect interest – party to matter (civil proceedings)
(section 78D)
- Indirect interest – impact on residential amenity
(section 78E)

NB All references to sections are references to sections in the *Local Government Act 1989*.

The nature of the interest is as follows:

OPERATOR OF WASTE MANAGEMENT BUSINESS
THAT PAYS TRANSFER STATION FEES.

Print Name: BILL MCCLENAGHAN

Signed: [Signature]

Date: 04 MAR 14

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor Sebastian Klein hereby disclose a conflict of interest in the following matter Discussion of fees at the ARC Dayford, AND discussion of management of the ARC AND DNC proposal to purchase Old Police Stn.

This matter is being considered at a meeting of

- Council Meeting
- Councillor Briefing
- Special Committee
- Audit and Risk Advisory Committee
- Assembly of Councillors

on 4th of March 2014

The class of the interest is (tick appropriate box)

- a direct interest
- OR
- an indirect interest (see below)

Please select from the following types of indirect interest:

- Indirect interest - close association (section 78)
- Indirect financial interest (section 78A)
- Indirect interest – conflicting duty (section 78B)
- Indirect interest – applicable gift(s) (section 78C)
- Indirect interest – party to matter (civil proceedings) (section 78D)
- Indirect interest – impact on residential amenity (section 78E)

NB All references to sections are references to sections in the *Local Government Act 1989*.

The nature of the interest is as follows:

I am an employee of the DNC who manage the ARC facility.

Print Name: SEBASTIAN KLEIN

Signed: [Signature]

Date: 4th of March 2014

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor BILL MCCLENAGHAN hereby disclose a conflict of interest in the following matter ITEM 11 ON COUNCIL BRIEFING AGENDA - BULLARTO & MUSK COMMUNITY PLAN.

This matter is being considered at a meeting of

- Council Meeting
- Councillor Briefing
- Special Committee
- Audit and Risk Advisory Committee
- Assembly of Councillors

on

The class of the interest is (tick appropriate box)

- a direct interest
- OR
- an indirect interest (see below)

Please select from the following types of indirect interest:

- Indirect interest - close association (section 78)
- Indirect financial interest (section 78A)
- Indirect interest – conflicting duty (section 78B)
- Indirect interest – applicable gift(s) (section 78C)
- Indirect interest – party to matter (civil proceedings) (section 78D)
- Indirect interest – impact on residential amenity (section 78E)

NB All references to sections are references to sections in the *Local Government Act 1989*.

The nature of the interest is as follows:

THE MUSK - BULLARTO COMMUNITY PLAN INVOLVES POTENTIAL USE OF RAILWAY LAND LEASED TO THE CENTRAL HIGHLANDS TOURIST RAILWAY ON WHICH I AM A DIRECTOR.

Print Name: BILL MCCLENAGHAN
 Signed: [Signature]
 Date: 04 MAR 14

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor BILL McCLENAGHAN hereby disclose a conflict of interest in the following matter ITEM 12 - PLANNING APPLICATIONS ON COUNCIL BRIEFING AGENDA. ONE ITEM CONCERNS VARIATION OF PERMIT CONDITIONS

This matter is being considered at a meeting of FOR WATER UTILITY AT MUSK.

- Council Meeting
- Councillor Briefing
- Special Committee
- Audit and Risk Advisory Committee
- Assembly of Councillors

on TUESDAY 04 MAR 14

The class of the interest is (tick appropriate box)

- a direct interest
- OR
- an indirect interest (see below)

Please select from the following types of indirect interest:

- Indirect interest - close association (section 78)
- Indirect financial interest (section 78A)
- Indirect interest – conflicting duty (section 78B)
- Indirect interest – applicable gift(s) (section 78C)
- Indirect interest – party to matter (civil proceedings) (section 78D)
- Indirect interest – impact on residential amenity (section 78E)

NB All references to sections are references to sections in the *Local Government Act 1989*.

The nature of the interest is as follows:

I AM A DIRECTOR OF THE CENTRAL HIGHLANDS TOURIST RAILWAY THAT OBJECTED TO THE GRANTING OF THE ORIGINAL PERMIT AND WHICH OBJECTS TO VARIATION OF PERMIT CONDITIONS.

Print Name: BILL McCLENAGHAN

Signed: [Signature]

Date: 04 MAR 14

RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: Budget Bid

Date: 11/3/14

Time: 1-00pm

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

Councillors present:

Cr Pierre Niclas
 Cr Kate Redwood
 Cr Neil Newitt
 Cr Sebastian Klein

Cr Don Henderson
 Cr Greg May
 Cr Bill McClenaghan

Members of Council Staff present:

CEO Aaron van Egmond
 GM Corporate Services Evan King
 GM Community Services Kathleen Brannigan

GM Infrastructure Bruce Lucas
 Other, please specify:

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned
Cr Klein - Budget Bid - 26	Left 1-42 Returned 1-43
Cr McClenaghan - Budget Bid - 15	Left 2-02 Returned 2-03

Matters Considered:

Agenda Attached

Name and title of Officer responsible for this written record:

CEO Aaron van Egmond
 GM Corporate Services Evan King
 GM Community Services Kathleen Brannigan

GM Infrastructure Bruce Lucas
 Other, please specify:

Signature: Evan King

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

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor Sebastian Klein hereby disclose a conflict of interest in the following matter ARC Improvements - within Budget bid discussion

This matter is being considered at a meeting of

- Council Meeting
- Councillor Briefing
- Special Committee
- Audit and Risk Advisory Committee
- Assembly of Councillors

on 11-MARCH-14

The class of the interest is (tick appropriate box)

- a direct interest
- OR**
- an indirect interest (see below)

Please select from the following types of indirect interest:

- Indirect interest - close association (section 78)
- Indirect financial interest (section 78A)
- Indirect interest – conflicting duty (section 78B)
- Indirect interest – applicable gift(s) (section 78C)
- Indirect interest – party to matter (civil proceedings) (section 78D)
- Indirect interest – impact on residential amenity (section 78E)

NB All references to sections are references to sections in the *Local Government Act 1989*.

The nature of the interest is as follows:

I am an employee of the DMC at the ARC. This project directly relates to this role.

Print Name: SEBASTIAN Klein

Signed: [Signature]

Date: 11-MARCH-14

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor Bill McClenaghan hereby disclose
 a conflict of interest in the following matter Bullharts to Leppington
Rail Trail Budget Bid

This matter is being considered at a meeting of

- Council Meeting
- Councillor Briefing
- Special Committee
- Audit and Risk Advisory Committee
- Assembly of Councillors

on Tuesday 11 Mar 14

The class of the interest is (tick appropriate box)

- a direct interest
- OR
- an indirect interest (see below)

Please select from the following types of indirect interest:

- Indirect interest - close association (section 78)
- Indirect financial interest (section 78A)
- Indirect interest – conflicting duty (section 78B)
- Indirect interest – applicable gift(s) (section 78C)
- Indirect interest – party to matter (civil proceedings) (section 78D)
- Indirect interest – impact on residential amenity (section 78E)

NB All references to sections are references to sections in the *Local Government Act 1989*.

The nature of the interest is as follows:

I am a Director of The Central Highlands
Forest Railway that leases part of the
land on which this Rail Trail would
have to go.

Print Name: BILL MCCLENAGHAN

Signed: [Signature]

Date: 11 Mar 14

RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: Councillor/CEO Meeting

Date: Tuesday 18 March 2014

Time: 2:00 pm

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

Councillors present:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Cr Pierre Niclas | <input checked="" type="checkbox"/> Cr Don Henderson |
| <input checked="" type="checkbox"/> Cr Kate Redwood | <input checked="" type="checkbox"/> Cr Greg May |
| <input checked="" type="checkbox"/> Cr Neil Newitt | <input checked="" type="checkbox"/> Cr Bill McClenaghan |
| <input checked="" type="checkbox"/> Cr Sebastian Klein | |

Members of Council Staff present:

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

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned

Matters Considered:

Agenda Attached

Name and title of Officer responsible for this written record:

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

Signature: _____



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

**AGENDA
COUNCILLOR / CEO MEETING**

Tuesday 18 March 2014 Commencing 2:00 pm		Glenlyon Hall
Chair:	Mayor	Councillor Don Henderson
Attendees:	Councillors	Kate Redwood, Neil Newitt, Sebastian Klein, Pierre Niclas, Greg May, Bill McClenaghan
	Officers	CEO, Aaron van Egmond
Apologies:	Councillors	
	Officers	
COUNCILLOR ONLY TIME		
12:30 pm		Councillors Only
AGENDA – COUNCILLOR / CEO MEETING		
2:00 pm		CEO & Councillors
1.	Heritage Overlay Built Form and any Buildings listed by the National Trust or Heritage Victoria	Cr Redwood
2.	Significant Tree Register	Cr Redwood
3.	Wombat Hill Botanic Gardens	Cr Redwood
4.	Policy regarding heritage streetscape matters such as colours, signage	Cr Redwood
5.	Heritage Advisory Committee	Cr Niclas & Cr Henderson
6.	Foulkes Crescent	Cr Newitt
7.	Goldfields Radio - Weekly Appearance	Aaron van Egmond
8.	Substandard Works	Cr McClenaghan
9.	Service Request Response Times	Cr McClenaghan

10.	EPA Meeting Friday	Aaron van Egmond
11.	All Staff Meeting Wednesday	Aaron van Egmond
12.	Trentham Petition	Cr Klein
3:30pm	Pre-Council Meeting Briefing 18 March 2014	Councillors and Officers
5:00 pm	Meal Break	
6:00 pm	Council Meeting – Glenlyon	

RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: Pre Council Meeting
Date: Tuesday 18 March 2014
Time: 3:30 pm

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

Councillors present:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Cr Pierre Niclas | <input checked="" type="checkbox"/> Cr Don Henderson |
| <input checked="" type="checkbox"/> Cr Kate Redwood | <input checked="" type="checkbox"/> Cr Greg May |
| <input checked="" type="checkbox"/> Cr Neil Newitt | <input checked="" type="checkbox"/> Cr Bill McClenaghan |
| <input checked="" type="checkbox"/> Cr Sebastian Klein | |

Members of Council Staff present:

- | | |
|--|---|
| <input checked="" type="checkbox"/> CEO Aaron van Egmond | <input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas |
| <input checked="" type="checkbox"/> GM Corporate Services Evan King | <input checked="" type="checkbox"/> Other, please specify: |
| <input checked="" type="checkbox"/> GM Community Services Kathleen Brannigan | JUSTIN FIDDES
GRANT SCHUSTER |

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned
Cr McClenaghan - item 11.2	Left 4-10 Returned 4-20
Cr Klein - item 11.3	Left 4-22 Returned 4-23

Matters Considered: Council Meeting Agenda – 18 March 2014

Agenda Attached

Name and title of Officer responsible for this written record:

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

Signature: *Evan King*

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

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor BILL McCLENAGHAN hereby disclose a conflict of interest in the following matter ITEM 10.1 - PLANNING PERMIT CONDITIONS AMENDMENT APPLICATION 211 WHEELERS HILL ROAD MUSK.

This matter is being considered at a meeting of

- Council Meeting
- Councillor Briefing
- Special Committee
- Audit and Risk Advisory Committee
- Assembly of Councillors

on

The class of the interest is (tick appropriate box)

- a direct interest
- OR
- an indirect interest (see below)

Please select from the following types of indirect interest:

- Indirect interest - close association (section 78)
- Indirect financial interest (section 78A)
- Indirect interest – conflicting duty (section 78B)
- Indirect interest – applicable gift(s) (section 78C)
- Indirect interest – party to matter (civil proceedings) (section 78D)
- Indirect interest – impact on residential amenity (section 78E)

NB All references to sections are references to sections in the *Local Government Act 1989*.

The nature of the interest is as follows:

AS A DIRECTOR OF THE CENTRAL HIGHLANDS TOURIST RAILWAY, I HAVE AN INDIRECT CONFLICT OF INTEREST (CONFLICTING DUTY) AS THE BOARD HAS OBJECTED TO ANY AMENDMENTS.

Print Name: BILL McCLENAGHAN

Signed: [Signature]

Date: 18 MAR 14

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor BILL McCLENAGHAN hereby disclose a conflict of interest in the following matter BUDGET FEES AND CHARGES

This matter is being considered at a meeting of

- Council Meeting
- Councillor Briefing
- Special Committee
- Audit and Risk Advisory Committee
- Assembly of Councillors

on TUE 18 MAR 2014

The class of the interest is (tick appropriate box)

- a direct interest
- OR
- an indirect interest (see below)

Please select from the following types of indirect interest:

- Indirect interest - close association (section 78)
- Indirect financial interest (section 78A)
- Indirect interest – conflicting duty (section 78B)
- Indirect interest – applicable gift(s) (section 78C)
- Indirect interest – party to matter (civil proceedings) (section 78D)
- Indirect interest – impact on residential amenity (section 78E)

NB All references to sections are references to sections in the *Local Government Act 1989*.

The nature of the interest is as follows:

AS A SELF EMPLOYED WASTE MANAGEMENT CONTRACTOR I HAVE A DIRECT INTEREST IN WASTE MANAGEMENT FEES/CHARGES AS PROPOSED FOR 2014/2015 COUNCIL BUDGET

Print Name: BILL McCLENAGHAN

Signed: [Signature]

Date: 18 MAR 14

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor Sebastian Klein hereby disclose
 a conflict of interest in the following matter ARC Pkg.

This matter is being considered at a meeting of

- Council Meeting
- Councillor Briefing
- Special Committee
- Audit and Risk Advisory Committee
- Assembly of Councillors

on

The class of the interest is (tick appropriate box)

- a direct interest
- OR**
- an indirect interest (see below)

Please select from the following types of indirect interest:

- Indirect interest - close association (section 78)
- Indirect financial interest (section 78A)
- Indirect interest – conflicting duty (section 78B)
- Indirect interest – applicable gift(s) (section 78C)
- Indirect interest – party to matter (civil proceedings) (section 78D)
- Indirect interest – impact on residential amenity (section 78E)

NB All references to sections are references to sections in the *Local Government Act 1989*.

The nature of the interest is as follows:

I am an employee of the org. who recommended
to manage the ARC facility

Print Name: SEBASTIAN KLEIN
 Signed: [Signature]
 Date: 18-3-14

RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: Hepburn Mineral Springs Reserve Advisory Committee

Date: Thursday 27 March 2014

Time: 1:00 pm

Venue: Council Chamber Daylesford
 Senior Citizens Centre Daylesford
 Other (specify) – Duke Street Meeting Room, Daylesford

Councillors present:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Cr Pierre Niclas | <input type="checkbox"/> Cr Don Henderson |
| <input type="checkbox"/> Cr Kate Redwood | <input type="checkbox"/> Cr Greg May |
| <input type="checkbox"/> Cr Neil Newitt | <input type="checkbox"/> Cr Bill McClenaghan |
| <input type="checkbox"/> Cr Sebastian Klein | |

Members of Council Staff present:

- | | |
|---|--|
| <input type="checkbox"/> CEO Aaron van Egmond | <input checked="" type="checkbox"/> Other, please specify: |
| <input type="checkbox"/> GM Corporate Services Evan King | Parks & Gardens CoOrdinator, James |
| <input type="checkbox"/> GM Community Services Kathleen Brannigan | Lowe |
| <input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas | Manager Community and Economic Development |

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned

Matters Considered:

Agenda Attached

Name and title of Officer responsible for this written record:

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

Signature: 

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



HEPBURN MINERAL SPRINGS RESERVE ADVISORY COMMITTEE MEETING

**Thursday 27 March 2014
Duke Street Meeting Room - 1.00pm – 2.30pm**

AGENDA

Attendees: Cr Pierre Niclas, Bruce Lucas, Jenny Beacham, Gary Lawrence, John Webster, Bill Guest, James Lowe
Guest: Adam McSwain – Manager Community & Economic Development
Apologies: Petrus Spronk,

Item No.	Time	Agenda Item	Presenter
1	1.00pm	Welcome	Cr Pierre Niclas
2	1.05pm	Adoption of Minutes 26 – 23 January 2014	Cr Pierre Niclas
3	1.10pm	Budget Bid Update	Bruce Lucas
4	1.20pm	150 th Celebrations	All
5	1.30pm	Updates on: <ul style="list-style-type: none"> • Caretakers Cottage • Tank relocation • Entrance signage 	Bruce Lucas
6	1.45pm	Outstanding Maintenance Issues	James Lowe
7	2.00pm	Future of Committee <ul style="list-style-type: none"> • 150th Group Meetings – dates to be confirmed. • Future HMSAC dates 	All
8	2.15pm	Hepburn Springs Streetscape	Adam McSwain
	2.30pm	Meeting Closed	

Next meeting TBC

RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: International Women's Day Committee

Date: Thursday 27 March 2014

Time: 4:00 pm

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

Councillors present:

- | | |
|---|--|
| <input type="checkbox"/> Cr Pierre Niclas | <input type="checkbox"/> Cr Don Henderson |
| <input checked="" type="checkbox"/> Cr Kate Redwood | <input type="checkbox"/> Cr Greg May |
| <input type="checkbox"/> Cr Neil Newitt | <input type="checkbox"/> Cr Bill McClenaghan |
| <input type="checkbox"/> Cr Sebastian Klein | |

Members of Council Staff present:

- | | |
|---|--|
| <input type="checkbox"/> CEO Aaron van Egmond | <input type="checkbox"/> GM Infrastructure Bruce Lucas |
| <input type="checkbox"/> GM Corporate Services Evan King | <input checked="" type="checkbox"/> Other, please specify: |
| <input type="checkbox"/> GM Community Services Kathleen Brannigan | Personal Assistant to CEO - Michelle Collett |

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned

Matters Considered:

De-brief following International Women's Day Civic Reception – 6 March 2014

Agenda Attached

Name and title of Officer responsible for this written record:

- | | |
|---|--|
| <input type="checkbox"/> CEO Aaron van Egmond | <input checked="" type="checkbox"/> Other, please specify: |
| <input type="checkbox"/> GM Corporate Services Evan King | Personal Assistant to CEO - |
| <input type="checkbox"/> GM Community Services Kathleen Brannigan | Michelle Collett |
| <input type="checkbox"/> GM Infrastructure Bruce Lucas | |

Signature: mm R Collett

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

12. COUNCIL SPECIAL COMMITTEES (SECTION 86)

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

In providing this advice to Council as the General Manager Corporate Services, I Evan King, have no interests to disclose in this report.

PURPOSE

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

BACKGROUND

Special committees are established by Council and their function and responsibilities outlined in an Instrument of Delegation. Under the Instrument of Delegation, special committees are required to maintain minutes of meetings held and provide a copy of the minutes to Council for review.

ISSUE/DISCUSSION

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

- Minutes from The Warehouse – Clunes – 20/02/2014.
- Minutes from Glenlyon Recreation Reserve Special Committee – Special Meeting - 19/03/2014.

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

The following recommendations have been received by Council and are presented for Council to consider adopting:

- Nil

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Nil

FINANCIAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Nil

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

Nil

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Members of the community are represented on these committees.

CONCLUSION

Minutes and reports have been provided for noting.

OFFICER'S RECOMMENDATION

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

MOTION

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

Moved: Councillor Pierre Niclas

Seconded: Councillor Kate Redwood

Carried.

13. COUNCIL ADVISORY COMMITTEES

13.1. MINUTES OF ADVISORY COMMITTEES

GENERAL MANAGER CORPORATE SERVICES

In providing this advice to Council as the General Manager Corporate Services, I Evan King, have no interests to disclose in this report.

PURPOSE

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

BACKGROUND

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

ISSUE/DISCUSSION

Please see listed below the minutes and other reports from Advisory Committees, as provided by the Committees over the several months, for your information:

Nil

These minutes have been provided to Councillors under separate cover.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Nil

FINANCIAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Nil

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

Nil

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Members of the community are represented on these committees.

CONCLUSION

Minutes have been provided for noting.

OFFICER'S RECOMMENDATION

13.1.1 That Council notes that no minutes from Advisory Committees have been received for the month of March 2014.

MOTION

13.1.1. That Council notes that no minutes from Advisory Committees have been received for the month of March 2014.

Moved: Councillor Bill McClenaghan

Seconded: Councillor Neil Newitt

Carried.

14. CONFIDENTIAL ITEMS

14.1. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

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

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

RECOMMENDATION

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

89(2)(d) Contractual matters; and

14.1.2 89(2)(h) Any other matter which the Council or Special Committee considers would prejudice the Council or any person.

MOTION

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

- *89(2)(d) Contractual matters; and*

14.1.2. *89(2)(h) Any other matter which the Council or Special Committee considers would prejudice the Council or any person.*

Moved: Councillor Bill McClenaghan

Seconded: Councillor Pierre Niclas

Carried.

There were no Confidential Items for consideration at this meeting.

15. CLOSE OF MEETING

The Meeting closed at 8:21 pm.
