

Hepburn

SHIRE COUNCIL

HEPBURN SHIRE COUNCIL ORDINARY MEETING OF COUNCIL MINUTES

TUESDAY 17 MARCH 2015

TRENTHAM MECHANICS INSTITUTE
HIGH STREET
TRENTHAM

6:00PM

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Confirmed at the Ordinary Meeting of Council
held on Tuesday 21 April 2015



Chair, Mayor Cr Kate Redwood AM

MINUTES

TUESDAY 17 MARCH 2015

Trentham Mechanics Institute
High Street, Trentham
Commencing 6:00PM

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AARON VAN EGMOND
CHIEF EXECUTIVE OFFICER
17 MARCH 2015

1. **ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

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

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

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

2. **OPENING OF MEETING**

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

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

STATEMENT OF COMMITMENT

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

3. APOLOGIES

Nil

4. DECLARATIONS OF CONFLICTS OF INTEREST

Councillor McClenaghan declared a personal interest (not a conflict of interest under the *Local Government Act 1989*) in **Agenda Item 10.1 – Planning Application 675 for the Construction of Seven Dwellings and a Seven lot Subdivision and Associated Works including a Site Cut Greater than One Metre at 63A Raglan Street, Daylesford**, as a contractor used by the owner of the subject land to carry out fire hazard slashing.

Councillor McClenaghan left the meeting at 6:35pm and returned to the meeting at 7:42pm. Councillor McClenaghan was absent while this matter was considered.

Councillor Bill McClenaghan declared an indirect Conflict of Interest – conflicting duty in **Agenda Item 10.2 – Planning Application 10152.01 for the Construction of a new 2.1m Front Fence at 4 Raglan Street, Daylesford** as the subject land is adjacent to land leased by The Central Highlands Tourist Railway. Cr McClenaghan is a company Director of The Central Highlands Tourist Railway.

Councillor McClenaghan left the meeting at 6:35pm and returned to the meeting at 7:42pm. Councillor McClenaghan was absent while this matter was considered.

Councillor Greg May declared a direct Conflict of Interest in **Agenda Item 11.6 – Four Seasons Event Funding 2014/15** as a member of the Organising Committee for the Anderson's Mill Festival, which is a recipient of event funding.

Councillor May left the meeting at 8:18pm and returned to the meeting at 8:28pm. Councillor May was absent while this matter was considered.

5. CONFIRMATION OF MINUTES

RECOMMENDATION

- 5.1 That the Minutes of the Ordinary Meeting of Council held on 17 February 2015 (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 17 February 2015 (as previously circulated to Councillors) be confirmed as required under Section 93 (2) of the Local Government Act 1989 with the inclusion of the following additional information to Item 11.2 – Kerbside Collection Extension Poll between the first motion and the amendment in the draft minutes.*

AMENDMENT

Addition to 11.2.1 by adding some modifications:

- 11.2.1 *Proceeds with the extension of fortnightly waste and recyclables collection services in the nine identified collection areas as proposed with the following modifications:*

11.2.1.1 *Two free tip tickets be provided to all new service recipients instead of withdrawal of all free tip tickets.*

11.2.1.2 *The standard bin size shall be a 140 litre mobile garbage bin but the service recipients may opt to use a smaller mobile garbage bin for their needs and convenience.*

11.2.1.3 *New service recipients may opt for a larger 240 litre mobile garbage bin instead of the standard sized bin by paying a higher garbage charge for the larger fortnightly garbage collection.*

And, adding an additional clause 11.2.5 to read:

- 11.2.5 *Publishes the net savings to ratepayers and reductions in waste to landfill and any other benefits achieved as a result of extending the kerbside garbage and recycling service.*

Moved: Councillor Bill McClenaghan

Seconded: Councillor Don Henderson

Councillor Niclas raised a point of order that the amendment was not in accordance with section 8.7 of *Local Law No 1 – Meeting Procedures 2014*. The Mayor ruled to disallow the amendment.

Moved: Councillor Greg May

Seconded: Councillor Pierre Niclas

Carried.

6. NOTICES OF MOTION

Nil

7. ITEMS OF URGENT BUSINESS

Nil

8. PRESENTATION OF COUNCILLOR REPORTS

MAYOR'S REPORT

Councillor Kate Redwood AM, Birch Ward

What a varied range of Council commitments there has been in the last month!

Over and above the usual meetings, assemblies, briefings, media interviews and constituents issues to follow up, there was:

Council's annual international women's day event, attended by around 180 residents to celebrate the new inductees to the Heather Mutimer Honour Roll for Women who were – Alla Wolf-Tasker AM, Carol White, Tina Banitska Michelle Leishmann, and Kit Trehella . We were delighted by the two Daylesford Secondary College students who spoke so well – Zoe Ingham and Tash Pasakidis, and with our guest speaker Group Captain Catherine McGregor AM. This is now a regular event in the annual calendar for our state representatives, Mary Anne Thomas and Louise Staley, and if parliament is not sitting in Canberra, for Catherine King.

A special thank you to the Council staff who worked so hard to make the event such a well organised success, and to the committee. We will be advertising shortly for women who are interested in being members of the International Women's Day advisory committee for the next two years – surely one of the most satisfying volunteer roles around.

ChillOut – a wonderfully colourful celebration of GLBTQI (Gay, Lesbian, Bisexual, Transexual/Transgender Queer/Questioning Intersexual). I was delighted to lead the parade on the Sunday and give one of the opening speeches at the carnival. I also attended the ChillOut Longest Lunch to assist in fundraising for Vic Park. The ChillOut cause for this year is the Vic Park building project. \$15,000 was raised at the lunch and congratulations to the hardworking members of the Daylesford Football Netball Committee who had organised donations of prizes.

I sat in as an observer on the selection of the public art work for this year by the Public Art Panel. I can report that this was an exemplary process, which had narrowed down the original 45 applications from across Australia, to three. The final recommendation is on Council's agenda for tonight's meeting. We should be exceptionally proud of the wonderful artists who live in the Shire, and it is a delight that the recommended work is by Jason Waterhouse, of Glenlyon.

Among the diverse range of activities that come the mayor's way is the annual command appearance at the Creswick Primary School Autumn Fair. This involves entertaining the crowds at the dunking of the mayor. Purchase of a ticket allows the holder to throw a ball at the target. If they are accurate you get dunked. I can vouch that the water was extremely cold!

On a more serious level the month saw discussions re cooperation with Hepburn Health on issues of domestic violence, the regular bimonthly meeting of Council's Audit and Risk Advisory Committee which examined Council's mid-year financial reports and looked at factors affecting the anticipated end of year result, and planning for a visit to Canberra along with other Mayors and CEOs from the region to promote major projects with government portfolio holders. Our CEO and I met with the Chair and CEO of the Committee for Ballarat about shared projects – particularly a concern to address unemployment through availability of jobs in the region. Various media interviews were given to present Council's position through the ABC and local media and I continue to write a fortnightly column in The Advocate.

Council commitments this month amounted to around 30.

COUNCILLOR REPORTS

Councillor Bill McClenaghan, Holcombe Ward

To be sure Madam Mayor, I'd be hoping that you've all been having a fine St Patrick's Day – to be sure but I've not kissed the Blarney Stone for a while.

It's been a very quiet month with only a few regular engagements like a meeting with the Glenlyon Recreation Reserve Special Committee, closely followed by a Glenlyon Progress Association meeting. There local people meet every two months to discuss and resolve local issues and continue a community planning agenda they've been running for many years. Incidentally, it has now finally been decided who owns the Glenlyon Community Bell and where it is to be permanently mounted.

The saga of that concrete water tank is also finally at an end. One day it was at the fire station and the next day it was down at the Glenlyon Recreation Reserve in its final resting place beside the mighty Loddon.

I had the pleasure of attending the International Women's Day (IWD) event held on the Thursday evening prior to the actual day. It was well attended and well organised with a captivating guest speaker and well informed, well spoken secondary students who gave their renditions on IWD and women's issues in general. Although most of the audience was female, a few of us blokes were there too in support.

Harking back to Australia Day, I had a wonderful experience visiting two local establishments where many of our treasured senior citizens now call home. On Friday 23rd January, the Mayor and I attended Hepburn House and brought morning tea for the residents there, some of whom told us their stories. One old gentleman had been a builder based in Warrnambool and he spent some time in Darwin after Cyclone Tracey helping to rebuild homes in the shattered city. Another old lady

recalled her walk from Daylesford to Newlyn to help raise funds to build the Daylesford Memorial Swimming Pool; way back then against doctor's orders but she made the walk in fine form.

On Australia Day itself, I visited Lumeah Lodge in Daylesford to help celebrate the day and show the esteem that Council has for our oldest citizens. One old lady there told us that she was from Smeaton and that she had attended the 100th anniversary celebrations of the arrival of Captain John Hepburn in 1838. She remembered the anniversary song "The Dreaming Hills of Smeaton" and even remembered some of the words and the tricky piano tune written by Florence A. Righetti.

These wonderful old people, now in permanent care, are indeed living treasures as they have contributed so much to their country and communities through their long lives.

Councillor Pierre Niclas, Birch Ward

My report this month will focus on four main areas.

23/02/2015

I attended the first Audit and Risk Advisory Committee meeting for 2015 in Creswick and following on from a very productive and successful 2014 year, I am pleased to report this committee remains just as focused on ensuring it provides this Council, the Victorian Auditor-General's Office (VAGO) and most importantly this Shire's ratepayers with the very best financial governance support possible over the next 12 months.

I will endeavour to provide more detailed reports to Council going forward to ensure this Council is always kept up to date on all items discussed, issues raised and/or resolved as outcomes of these meetings.

5/03/2015

I was very pleased to Chair the very first and all new Hepburn Shire Mineral Springs Reserves Advisory Committee (HSMSRAC) meeting. I am further pleased to report this new advisory committee has hit the ground running and from the first minute taken on its responsibility to deliver sound advice to this Council on all things Shire related Mineral Springs very seriously. The group is very diverse in many areas, but what is very evident is that all committee members are of the one mind which is to provide the best advice possible to this Council to protect and enhance their Shires very important Mineral Springs.

10/03/2015

I and all other Councillors attended a Special Councillor 2015/16 Budget briefing to review those Councillor and Officer budget bids for possible inclusion in the

forthcoming 2015/16 budget. I was pleased to see and hear the variety and cost range of the many projects put up for consideration and possible inclusion by both groups in the next budget and once this process has been extended to include input from Shire residents and ratepayers including taking into account we will see some very exciting projects come to life all over this Shire.

16/03/2015

On behalf of the HSMSRAC, I attended an introductory meeting with the Victorian Mineral Water Committee (VMWC) and provided the committee with a 'very high level draft' view of what the new HSMSRAC identified as assistance it might require / hope to receive to deliver the various elements identified within the overall Strategic Plan as provided by the VMWC.

Other key events over the month were ChillOut and the delivery of the Hepburn Springs footbridge located at the Hepburn Mineral Springs Reserve. The delivery of this footbridge was particularly of satisfaction as it is something that has been in the *Hepburn Walking and Cycling Strategy* for many, many years and has now been installed. Although a wonderful addition to the reserve, it was a great engineering feat as it was delivered and installed in one piece.

Over the space of this last month, I have been approached by residents from all parts of the Shire wishing to talk to me about many topics and issues. Although I won't talk about the most frequent matters covered now, what I can report is that there is a very strong level of support in the public domain for the many projects across this Shire currently under consideration by this Council.

Councillor Neil Newitt, Cameron Ward

No report.

Councillor Don Henderson, Creswick Ward

As always, Madam Mayor, since I have been on Council it's been a great pleasure to attend International Women's Day. I can report that feedback, most of which was from Clunes, was that it was a great event. One of their own, Michelle Leishman, was inducted onto the Heather Mutimer Women's Day Honour Roll. Many people from Clunes told me how much they enjoyed International Women's Day this year. They didn't mind that a few of us blokes were there because the guest speaker used to be a bloke – just shows some of us have a feminine side after all.

I actually did attend the Creswick Primary School Autumn Fair, and I must admit, Madam Mayor, that you thought the kids were good shots with the ball. Well they were rotten shots but if you looked to the side, I actually pushed the button and

dunked you because the kids missed. I was very kind to you and didn't want you to get what I got the year before. Anyone who becomes the Mayor now goes into the dunking tank.

Creswick people are very happy about the progression of the Hub; they are seeing some progress and the demolition starting to take place. It looks a bit of a mess, but things are moving very quickly. Most people are curious as to what the end result will be and I am sure they will be pleased.

The other thing that we have been able to do and I have been working for several months with the Victorian Miners' and Prospectors' Association is to hold their Annual General Meeting in the Creswick this year. There will be 250 members from all over Victoria plus their families coming to Creswick. The Association has determined that they will stay in Creswick and get community organisations, such as the Red Cross, to help with afternoon teas so all of the money that comes with this three day event will stay and be spent in the town. They've notified all the local restaurants which is a fairly big win.

The Sheep Dog Trials at Dean – how could you go past that! There were some fabulous dogs there. The person who is the Australian Champion, I rather think his dogs were the champions, was there. The dogs almost talk. They certainly did everything he told them to do. A fantastic event organised by a small committee of Council who have taken over that reserve. A wonderful day and that committee just goes from strength to strength.

Councillor Sebastian Klein, Coliban Ward

People sometimes ask me what we do as Councillors. Well it turns out a lot of what I do is listen. Some who already know this in turn sometimes remark at the patience required to listen to people from differing views regarding matters benign and controversial.

This is not always an easy task, especially where the result of our considerations have a physical expression in the community and where there are opposing views at large. We are charged in this forum with balancing these views and coming up with an outcome, out of those who have a vision for what needs to happen and those who may have an attachment to the way things are.

Through all of that, I think it is important that our role is to listen and balance these needs of the community wherever possible, both because that is the core principle of representation and democracy, but also because while the built fabric of our community is often the most obvious asset, it is the community itself and the quality of our interactions that is, in my view, the most important asset of a community.

It is a role that I have tried to embody at the following events and meetings:

- Meetings with a number of community members about the Hepburn Hub
- A meeting between Trentham Mechanics Institute Committee and Council officers
- I spoke to a number of people both in favour and against the extension of waste services
- Victorian Local Governance Association (VLGA) Board induction session
- VLGA Board meeting
- Meetings with VLGA stakeholders
- Bullarto Tractor Pull
- Meeting with Pat Cook, advisor to the Minister for Local Government, regarding rate capping. The State Government could listen to the sector to understand what the real impact of this practice might be.
- Attended a VLGA Delegates Dinner - (apologies for missing IWD)
- Local government Solar presentation - pleased to be able to report our progress in reducing carbon emissions
- Ward meeting in Trentham East.

Councillor Greg May, Creswick Ward

No report.

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 Bill McClenaghan

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

If you are submitting a question, it is important to remember:

- Two questions per person, per meeting may be submitted.
- If the question has multiple parts, each will be treated as a separate question.
- A question may include an introduction of no more than 200 words.
- Each meeting is allocated a maximum of up to 30 minutes for Public Participation Time.
- You need to be present in the public gallery at the meeting in order to ask you question.
- A time limit of three minutes for each question will apply but the time may be extended at the discretion of the Chairperson.

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. PETITION – SAVE THE DAYLESFORD POOL (AND SURROUNDS)

SUMMARY

Council received a Petition with 417 signatures from community members at the Council meeting held on 17 February 2015 which stated:

Save the Daylesford Pool (and Surrounds)

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

The proposed plans for the Hepburn Shire Hub are not acceptable. The Daylesford Memorial Pool site is an important community asset and should not be used for office space or a new library.

Withdraw the proposed plans and recommence community consultation’.

An addendum to this petition with an additional 328 signatures has been received by Council.

The petition tabled at the February Council meeting will be considered at **Agenda Item 11.1 - Response To Petition – Save The Daylesford Pool (And Surrounds)**.

MOTION

That Council:

- 9.1.1. *Receives the Save the Daylesford Pool (and Surrounds) Petition addendum requesting Council to withdraw the proposed Hepburn Community and Council Services Hub plans and recommence community consultation.*
- 9.1.2. *As the Save the Daylesford Pool (and Surrounds) Petition is on this Agenda for consideration, resolves that no separate action will be taken in relation to the addendum.*

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

9.2. QUESTIONS

Question 1: From Mr Gary McIntosh
Chair, Bullarto Community Planning Group

Madam Mayor, on Sunday 8th March I attended the Chill Out festival and the Bullarto Tractor Pull. With excellent weather both events had near record attendances.

At the Tractor Pull the Bullarto Hall Committee's formal MC announced throughout the day from the official caravan that the Tractor Pull event was under threat from Council's plans and to sign the petition to save the Tractor Pull. People were being told this could be the last Tractor Pull. The petition was being circulated by Mr David Endacott.

Is it true that Council's plans for some new basic community facilities at Bullarto are seriously threatening the very existence and ongoing operation of the Bullarto Tractor Pull, the Bullarto Hall Committee's annual fundraising event?

Answered by Mayor Councillor Kate Redwood

At its August 2014 meeting, Council resolved to reserve the parcel of land as a recreation reserve. It approved this same location for the construction of new Council owned community facilities for the Bullarto township - an interpretive display, notice board and picnic shelter. Council also resolved to continue to lease the area to the Bullarto Hall Committee of Management with conditions that unambiguously allow and encourage shared use of the land but with provision for the Hall Committee to have exclusive use of the area at the annual Tractor Pull event.

Council officers are working with the Bullarto community members to gain agreement on the exact location of the facilities while ensuring that the Bullarto Hall Committee can continue to run events.

Question 2: From Mr Gary McIntosh
Chair, Bullarto Community Planning Group

Will Council make a public announcement and media release to correct false information that now appears to be widely circulated regarding Council's plans at Bullarto?

Answered by Mayor Councillor Kate Redwood

When Council agrees on exact location of the proposed community facilities the decision will be publically available.

Question 3: From Ms Mary Harvey
Deputy Chair, Bullarto Community Planning Group

What are Council's policies and procedures for dealing with petitions that are known to have signatories that have been intentionally gathered under false pretences?

Answered by Mayor Councillor Kate Redwood

Council's process for receiving petitions is fully detailed in section 5.10 of our Local Law No 1 – Meeting Procedures 2014.

The process requires all pages of a petition to include the full text of the petition. This allows anyone who is considering signing a petition to fully understand what they are signing their name to. Only pages containing the full text are accepted by Council.

Council cannot control the conduct of people trying to gather signatures beyond our requirements in the Local Law. I would encourage all members of our community to not sign anything that they have not had the opportunity to fully read.

Question 4 and 5: From Ms Liz Burns, Trewhella Farm, Musk

I note that the Daylesford-Trentham roadside blackberries have been sprayed with herbicide with no signs to alert wild harvesters to the dangers, no concern for the organic properties affected.

Does Council realise that herbicides are about to become the new asbestos for this century?

Has Council investigated safer and more environmentally sound methods for controlling weeds?

Answered by Mayor Councillor Kate Redwood

Council is not the road management authority for the Daylesford-Trentham Road and accordingly the referenced works have not been undertaken by Council.

Council does acknowledge that we do use herbicides as part of our maintenance operations in accordance with Material Safety Data Sheets and Safe Operating Procedures. However, Council is not able to comment on comparisons between herbicides and asbestos.

Council is always exploring better methods to deliver maintenance works and meet service expectations and has had discussions with providers of alternate treatments including an approach using steam.

Question 6: From Ms Veronica Baker, Wheatsheaf

Proposed Curb Side Rubbish Collection Scheme

What public consultation was undertaken before the communities impacted by the Proposed Curbside Rubbish Collection Scheme were surveyed?

Answered by Mayor Councillor Kate Redwood

The proposal to extend waste collection services was a key initiative of Council's Waste Management and Resource Recovery Strategy 2014.

The development of this strategy was achieved with input from a community based Project Reference Group and a Project Control Group.

These groups also endorsed a community engagement / consultation approach which included it being placed on public exhibition during November 2013.

The draft strategy was promoted through media releases, Council's website, public drop in sessions, direct contact with identified stakeholders, information sheets at transfer station facilities and an online forum.

Under section 162 of the *Local Government Act 1989*, Council may declare an annual service charge for the collection and disposal of waste. However Council wanted to understand the level of support for such a service prior to determining to proceed or not which led to the community survey that was completed.

Question 7: From Ms Veronica Baker, Wheatsheaf

Proposed Curb Side Rubbish Collection Scheme

Is there an opportunity for community input to achieve a more beneficial equitable and sustainable outcome for both the communities impacted and the Council?

Answered by Mayor Councillor Kate Redwood

As part of considering improvement opportunities to manage waste during the development of the Waste Management and Resource Recovery Strategy 2014, a number of initiatives were considered and business cases developed which indicated significant benefits with this service extension.

However, Council is always looking for better ways to deliver cost effective and sustainable outcomes and always welcomes community input and partnerships to achieve a better outcome.

Council, however, has determined that it will proceed with the kerbside extension and is working through its implementation.

9.3. REQUESTS TO ADDRESS COUNCIL

Nil

10. STATUTORY PLANNING REPORTS

Councillor Bill McClenaghan declared a personal interest in Agenda Item 10.1 and an indirect Conflict of Interest in Agenda Item 10.2 and left the meeting at 6:35pm.

10.1. PLANNING APPLICATION 675 FOR THE CONSTRUCTION OF SEVEN DWELLINGS AND A SEVEN LOT SUBDIVISION AND ASSOCIATED WORKS INCLUDING A SITE CUT GREATER THAN ONE METRE AT 63A RAGLAN STREET, 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 for the construction of seven dwellings and a seven lot subdivision and a site cut greater than one metre.

BACKGROUND

The land is zoned General Residential Zone (GRZ), is subject to an Environmental Significance Overlay – Schedule 1 & 2 (ESO1 & ESO2) and a Heritage Overlay – Schedule 699 (HO699) - Wills Square Daylesford Heritage Precinct.

A planning permit was issued in 2005 for nine single storey dwellings and associated works. Two of the nine dwellings have been constructed, these front Raglan Street, and the remaining seven were not constructed.

The land has an area of 3292sqm and is vacant land. The proposed lots range in size from 295sqm to 462sqm including 721sqm of common property which provides access.

The proposal consists of six, three bedroom dwellings and one, two bedroom dwelling. All are single storey and are constructed from a combination of timber weatherboards and compressed fibre cement sheet in the same colours and tones of the existing dwellings fronting Raglan Street.

The application has been referred to Central Highlands Water, Goulburn-Murray Water, Powercor, Tenix and Telstra pursuant to Clause 66 of the Hepburn Planning Scheme. The application has been internally referred to Council's Engineering Department and Council's Heritage Advisor. No concerns have been raised by any referral authority.

A Cultural Heritage Plan has been prepared and approved as triggered by the *Aboriginal Heritage Act 2006* as the development is considered high impact and the site is located within a sensitive area as defined within the Aboriginal Cultural Heritage Regulations. Any permit issued will include reference to the approved plan and its recommendations.

The application has been advertised by placing a notice on the site, sent to adjoining and adjacent owners and occupiers and a notice in the paper. Nine objections were received.

ISSUE/DISCUSSION

State and Local Policy

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

Clause 15.03-1 refers to Heritage Conservation and includes in its objective to ensure the conservation of places of heritage significance. The proposed buildings and works are considered to accord with the above objective as the design, footprint and additional landscaping requirement, is considered appropriate and respectful of the existing residential area.

The subject site falls within the Daylesford Neighbourhood Character Precinct (Clause 22.08 Precinct 10). The proposed development is considered to achieve the objectives contained within this policy through the use of materials and colours which are consistent with the preferred character of the area and the development is of a scale that is consistent with the character of the area.

The subject site is located within urban growth boundary on the Daylesford Structure Plan where infill development is encouraged (Clause 21.05 Settlement and Housing).

Zoning and Overlay Provisions

The purpose of the General Residential Zone (GRZ) is to encourage development that respects the neighbourhood character of the area and to provide a diversity of housing types in locations offering good access to services and transport.

The proposal will meet the objectives of the Environmental Significance Overlay – Schedule 1 & 2 by being connected to reticulated sewer and water. All stormwater will be controlled by being directed to the legal point of discharge. Conditions will be placed on the permit to control runoff during construction.

The proposal will meet the objectives of the Heritage Overlay (HO 699) by including a dwelling design that utilises traditional building materials consistent in this precinct and encouraged in this overlay.

Particular Provisions

An application for two or more dwellings and subdivision must be assessed against Clause 55 - Two or more dwellings on a lot & Clause 56 - Residential subdivision.

The development achieves the objectives of Clause 55 by having a site responsive design, a 33.5% site coverage, providing sufficient set backs from boundaries to allow complementary landscaping within the site and providing adequate car parking and access. Dwellings 4 & 5 will be required to provide screening to prevent any overlooking into the adjoining lot.

The development achieves the objectives of Clause 56 by providing lots of sufficient size to accommodate a dwelling, all having appropriate solar orientation and would be fully reticulated.

Objections

The application has been advertised by placing a notice on the site, sent to adjoining and adjacent owners and occupiers and a notice in the paper. As a result, nine objections have been received which are summarised below. Each point is addressed in italics:

- The dwellings do not reflect or respect the neighbourhood character and amenity of the area.

The proposed dwellings are considered to be design responsive to the site and utilise materials and finishes consistent in this precinct.

- The access is not adequate and will not allow emergency vehicles

The access provisions for the site achieve Council's requirements for a minimum 4m wide access way. A passing bay is required to be provided within this area and is shown on the plans.

- Concerns raised regarding existing and future drainage infrastructure and water runoff.

The proposal was referred to Council's engineering department who have given conditional consent to the development. A Stormwater Strategy Plan will be required to be submitted and approved prior to completion of the development and Statement of Compliance for the subdivision being issued. A condition will be placed on the permit should one be issued.

- What will be the impact to the oak tree on the adjoining land to the west?

Dwelling 6 is the closest dwelling to this existing tree and is located outside of the tree canopy.

- *The proposed dwellings will overlook the adjoining properties.*

Any potential for overlooking will be required to be screened in accordance with the requirements of Clause 55.

- *Dust control and soil erosion during development.*

A construction management plan would be included as a permit condition which would seek to control off site dust emissions and sediment control measures amongst other things. The application was referred to Goulburn-Murray Water who gave conditional consent to the proposal subject to water runoff management conditions.

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

The proposed development and subdivision supports the objectives and outcomes of infill development as stated in the State and Local policies of the Hepburn Planning Scheme. The subject site is located within the defined urban growth boundary on the Daylesford Structure Plan where development is encouraged as the site is fully reticulated. The proposed dwellings would utilise traditional building materials and a design encouraged in this neighbourhood and the subdivision layout would maintain the prevailing subdivision pattern in this area.

OFFICER'S RECOMMEDATION

That Council having caused notice of planning application PA 675 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 issue a **Notice of Decision to Grant a Permit** under the provisions of Clauses 32.08-2 & 4, 42.01-2 and 43.01-1 of the Hepburn Planning Scheme in respect of the land known and described as 63A Raglan Street, Daylesford for the construction of seven dwellings, a seven lot subdivision and a site cut greater than one metre with the application dated 18/11/2014 subject to the following conditions:

10.1.1 AMENDED PLANS REQUIRED

Before the development start(s), amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application but modified to show:

- (a) All windows/doors and deck areas of the new dwellings must comply with Clause 55.04-6 of the Hepburn Planning Scheme to limit views into existing secluded private open space and habitable room windows.
- (b) A 1.8m Timber paling boundary fence along the west and north boundary of the site.
- (c) A Landscape plan to scale and with dimensions prepared by a suitably qualified person detailing:
 - A combination of trees, shrubs and grounds covers within the common property areas and within the front set back areas of each of the dwellings.
 - Mulching/mounding treatment.
 - Species selection to the satisfaction of the Responsible Authority.
 - The maintenance thereof for a period of two years after completion of the works.
 - All of the above to the satisfaction of the Responsible Authority.

10.1.2 LAYOUT NOT ALTERED

The development as shown on the endorsed plans must not be altered with the further consent from the Responsible Authority.

10.1.3 COUNTRY FIRE AUTHORITY

Water Supply

- Operable hydrants, above or below ground must be provided to satisfaction of CFA.
- The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of the building envelope, the rear of all lots) must be 120m and hydrants must be no more than 200m apart.
- Hydrants must be identified as specified in 'Identification of Street Hydrants for Firefighting purposes' available under publications on the Country Fire Authority web site (www.cfa.vic.gov.au).

10.1.4 GOULBURN-MURRAY WATER

- (a) Each lot and dwelling must be provided with connection to the reticulated sewerage system in accordance with the requirements of Central Highlands Water.
- (b) All works within the subdivision must be done in accordance with EPA Publication 960 "Doing It Right on Subdivisions, Temporary Environmental Protection Measures for Subdivision Construction Sites", September 2004.
- (c) All stormwater discharged from the site must meet the urban run-off objectives and Standard C25 as specified in Clause 56.07-4 of the Victorian Planning Provisions. All infrastructure and works to manage stormwater must be in accordance with the requirements of the Responsible Authority.

10.1.5 ENGINEERING

- All underground and surface drainage works that are considered necessary by the Responsible Authority shall be constructed in accordance with professionally prepared plans and computations to be provided by the developer and approved by the Responsible Authority prior to the commencement of construction. The drainage works shall include the provision of an onsite stormwater detention system designed to ensure that the post development runoff does not exceed pre development runoff from the development.
- The drainage works shall be installed to transport stormwater runoff from the subject land and surrounding land or adjoining road(s) to an

approved point of discharge. No stormwater shall drain or discharge from the land to adjoining properties. The drainage system must be completed prior to the occupation of the dwellings hereby permitted.

- Return period for a Detention system is to be 1 in 10 years where there is overland escape path and 1 in 100 years if the failure of the detention system will cause property damage or inundation of freehold titles.
- Stormwater shall be connected to the legal point of discharge being the easement drainage at South – West corner of the property. Developer shall upgrade the existing drainage pipe to cater for the run-off from the development.
- All drainage easements deemed necessary by the Responsible Authority shall be provided by the Developer regardless of whether they are through the subject land or through other titles. The minimum width of easements shall be 3.0m.

Access

- Vehicle access/crossing from Raglan Street to the development shall be upgraded to suit the common property road.
- Concrete vehicular access/crossings shall be provided for all lots to the satisfaction of the Responsible Authority and shall comply with the following:
 - (a) vehicular access/crossings shall be constructed in accordance with the Infrastructure Design Manual [IDM] Standard Drawing SD 240.
 - (b) standard vehicular access/crossings shall be constructed at right angles to the common property road to suit the proposed driveways.
 - (c) any proposed vehicular access/crossing shall have satisfactory clearance to any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required shall be in accordance with the requirements of the relevant Authority and shall be at the developer's expense.
 - (d) crossings shall be at least 9 metres apart.
- Common property road shall include:
 - (a) concrete/asphalt pavements and kerb and channel
 - (b) Minimum 4.0m wide pavement and 1.5m concrete footpath on one side or 5.5m pavements.

A garbage and recycle bin storage area shall be provided on the road reserve of Raglan Street for the collection of garbage bins from the development, to the satisfaction of the Responsible Authority. The storage area shall be designed to allow for garbage and recycling collection vehicles to collect bins without exiting from the vehicle.

Supervision and Plan Checking Fees

In accordance with the Subdivision Act 1989, Council requires the following fees for works undertaken on this development:

- (a) Plan checking fee of 0.75% of the value of works.
- (b) Supervision fee of 2.5% of the value of works.

All works must be completed prior to statement of compliance or prior to occupation of the dwellings hereby permitted.

All costs incurred in complying with the above conditions shall be borne by the applicant/owner.

10.1.6. CONTROL OF LIGHT SPILL

External lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining land to the satisfaction of the responsible authority.

10.1.7. COMPLETION OF LANDSCAPING

Before the use/occupation of the development starts or by such later date as is approved by the responsible authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.

10.1.8. LANDSCAPING MAINTENANCE

The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced.

10.1.9. PLANT/EQUIPMENT OR FEATURES ON ROOF

No plant, equipment, services or architectural features other than those shown on the endorsed plans are permitted above the roof level of the building(s) without the written consent of the responsible authority.

10.1.10 ONGOING SOIL EROSION CONTROL

All works must be undertaken in a manner that minimises soil erosion, and any exposed areas of soil must be stabilised to prevent soil erosion, to the satisfaction of the responsible authority.

10.1.11 PLANS TO BE ENDORSED

The subdivision must be carried out in accordance with the endorsed plans of the satisfaction of the Responsible Authority.

10.1.12 CENTRAL HIGHLANDS REGION WATER CORPORATION

- (a) Any plan lodged for certification will be referred to the Central Highlands Region Water Corporation pursuant to Section 8(1)(a) of the Subdivision Act.
- (b) Reticulated sewerage facilities must be provided to each lot by the owner of the land (or applicant, in anticipation of becoming the owner) to the satisfaction of the Central Highlands Region Water Corporation. This will include the construction of works and the payment of major works contributions by the applicant.
- (c) A reticulated water supply must be provided to each lot by the owner of the land (or applicant, in anticipation of becoming the owner) to the satisfaction of the Central Highlands Region Water Corporation. This will include the construction of works and the payment of major works contributions by the applicant.
- (d) The owner will provide easements to the satisfaction of the Central Highlands Region Water Corporation, which will include easements for pipelines or ancillary purposes in favour of the Central Highlands Region Water Corporation, over all existing and proposed sewerage facilities within the proposal.
- (e) If the land is developed in stages, the above conditions will apply to any subsequent stage of the subdivision.

10.1.13 POWERCOR AUSTRALIA

The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to Powercor Australia Ltd in accordance with Section 8 of that Act.

The applicant shall:-

- Provide an electricity supply to all lots in the subdivision in accordance with Powercor's requirements and standards, including the extension,

augmentation or re-arrangement of any existing electricity supply system, as required by Powercor (A payment to cover the cost of such work will be required). In the event that a supply is not provided the applicant shall provide a written undertaking to Powercor Australia Ltd that prospective purchasers will be so informed.

- Where buildings or other installations exist on the land to be subdivided and are connected to the electricity supply, they shall be brought into compliance with the Service and Installation Rules issued by the Victorian Electricity Supply Industry. You shall arrange compliance through a Registered Electrical Contractor.
- Any buildings must comply with the clearances required by the Electricity Safety (Installations) Regulations.
- Any construction work must comply with Energy Safe Victoria's "No Go Zone" rules.
- Set aside on the plan of subdivision for the use of Powercor Australia Ltd reserves and/or easements satisfactory to Powercor Australia Ltd where any electric substation (other than a pole mounted type) is required to service the subdivision.

Alternatively, at the discretion of Powercor Australia Ltd a lease(s) of the site(s) and for easements for associated powerlines, cables and access ways shall be provided. Such a lease shall be for a period of 30 years at a nominal rental with a right to extend the lease for a further 30 years. Powercor Australia Ltd will register such leases on the title by way of a caveat prior to the registration of the plan of subdivision.

- Provide easements satisfactory to Powercor Australia Ltd, where easements have not been otherwise provided, for all existing Powercor Australia Ltd electric lines on the land and for any new powerlines required to service the lots and adjoining land, save for lines located, or to be located, on public roads set out on the plan. These easements shall show on the plan an easement(s) in favour of "Powercor Australia Ltd" for "Powerline Purposes" pursuant to Section 88 of the Electricity Industry Act 2000.
- Obtain for the use of Powercor Australia Ltd any other easement external to the subdivision required to service the lots.
- Adjust the position of any existing easement(s) for powerlines to accord with the position of the line(s) as determined by survey.

- Obtain Powercor Australia Ltd's approval for lot boundaries within any area affected by an easement for a powerline and for the construction of any works in such an area.
- Provide to Powercor Australia Ltd, a copy of the version of the plan of subdivision submitted for certification, which shows any amendments which have been required.

10.1.14 **TENIX**

The plan of subdivision submitted for certification must be referred to AusNet Services (Gas) in accordance with Section 8 of the Subdivision Act 1988.

10.1.15 **TELECOMMUNICATIONS**

The owner of the land must enter into an agreement with:

- a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and
- a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:

- a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
- a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

10.1.16 PAYMENT IN LIEU OF OPEN SPACE PROVISION

Before the statement of compliance is issued under the Subdivision Act 1988, the applicant or owner must pay to the responsible authority a sum equivalent to 5 per cent of the site value of all the land in the subdivision.

10.1.17 CONSTRUCTION MANAGEMENT PLAN

Prior to the commencement of any works, a construction management plan shall be submitted to and approved by the responsible authority. The construction management plan must address, but is not limited to:

- (a) Control of off-site dust emissions during construction works;
- (b) Hours and days of construction, control of noise and airborne matter, deliveries, vehicle access, worker car parking, damage to public assets, and contact numbers for complaints.
- (c) Provision of a truck wheel-wash so that vehicles leaving the site do not deposit mud or other materials on roadways.
- (d) Hard waste management;
- (e) Measures by which vehicles associated with the construction workers of the approved development will be discouraged from parking within nearby residential streets
- (f) The location of hoardings, hoists and workers amenities.
- (g) Storage of building materials and waste and material stockpiles, to be located outside the tree canopy of the adjoining Oak tree.

All works must accord with the approved construction management plan to the satisfaction of the responsible authority.

10.1.18 The above plan must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. Two (2) copies must be provided.

10.1.19 CULTURAL HERITAGE

The two recommendations of the approved Cultural Heritage Management Plan No 13109 must be adhered to under the Aboriginal Heritage Act 2006.

Notes:

This permit will expire if the permitted development is not started within two years of the date of this permit, or is not completed within four years of that date.

The responsible authority may extend these periods if a request is made in writing before the permit expires, or:

- Within six months afterwards if the development has not been started.
- Within twelve months afterwards if the development started lawfully before the permit expired.

This permit will expire if the plan of subdivision is not certified within two years of the date of this permit.

The responsible authority may extend this period if a request is made in writing before the permit expires, or within six months afterwards.

Under section 7 of the Subdivision Act 1988, the plan of subdivision must be registered within five years of the date of certification.

Notes – Country Fire Authority:

Internal access roads must be constructed to a standard so that they are accessible in all weather conditions and capable of accommodating a vehicle of 15 tonnes for the trafficable road width.

The average grade must be no more than 1 in 7 (14.4%) (8.1 degrees) with a maximum of no more than 1 in 5 (20%) (11.3 degrees) for no more than 50 meters. Dips must have no more than a 1 in 8 (12%) (7.1 degree) entry and exit angle.

Curves in driveway must have a minimum radius of 10 metres.

Must provide a minimum trafficable width of 3.5 metres, be clear of encroachments 4 metres vertically and have no obstructions within 0.5 metres either side of the formed width of the road, to the satisfaction of the Responsible Authority.

AMENDED OFFICER'S RECOMMENDATION

That Council having caused notice of planning application PA 675 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 issue a **Notice of Decision to Grant a Permit** under the provisions of Clauses 32.08-2 & 4, 42.01-2 and 43.01-1 of the Hepburn Planning Scheme in respect of the land known and described as 63A Raglan Street, Daylesford for the construction of seven dwellings, a seven lot subdivision and a site cut greater than one metre with the application dated 18/11/2014 subject to the following conditions:

10.1.1 AMENDED PLANS REQUIRED

Before the development start(s), amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application but modified to show:

- (d) All windows/doors and deck areas of the new dwellings must comply with Clause 55.04-6 of the Hepburn Planning Scheme to limit views into existing secluded private open space and habitable room windows.
- (e) A 1.8m Timber paling boundary fence along the west and north boundary of the site.
- (f) A Landscape plan to scale and with dimensions prepared by a suitably qualified person detailing:
 - A combination of trees, shrubs and grounds covers within the common property areas and within the front set back areas of each of the dwellings and along the access ways.
 - An evergreen screen planting along the south boundary abutting the existing Units 1 and 2.
 - Mulching/mounding treatment.
 - Species selection to the satisfaction of the Responsible Authority.
 - The maintenance thereof for a period of two years after completion of the works.

- Evergreen screen planting along the existing fence on the south boundary.
- All of the above to the satisfaction of the Responsible Authority.

10.1.2 LAYOUT NOT ALTERED

The development as shown on the endorsed plans must not be altered with the further consent from the Responsible Authority.

10.1.3 COUNTRY FIRE AUTHORITY

Water Supply

- Operable hydrants, above or below ground must be provided to satisfaction of CFA.
- The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of the building envelope, the rear of all lots) must be 120m and hydrants must be no more than 200m apart.
- Hydrants must be identified as specified in 'Identification of Street Hydrants for Firefighting purposes' available under publications on the Country Fire Authority web site (www.cfa.vic.gov.au).

10.1.4 GOULBURN-MURRAY WATER

- (a) Each lot and dwelling must be provided with connection to the reticulated sewerage system in accordance with the requirements of Central Highlands Water.
- (b) All works within the subdivision must be done in accordance with EPA Publication 960 "Doing It Right on Subdivisions, Temporary Environmental Protection Measures for Subdivision Construction Sites", September 2004.
- (c) All stormwater discharged from the site must meet the urban run-off objectives and Standard C25 as specified in Clause 56.07-4 of the Victorian Planning Provisions. All infrastructure and works to manage stormwater must be in accordance with the requirements of the Responsible Authority.

10.1.5 ENGINEERING

Stormwater Drainage

- All underground and surface drainage works that are considered necessary by the Responsible Authority shall be constructed in

accordance with professionally prepared plans and computations to be provided by the developer and approved by the Responsible Authority prior to the commencement of construction. The drainage works shall include the provision of an onsite stormwater detention system designed to ensure that the post development runoff does not exceed pre development runoff from the development.

- The drainage works shall be installed to transport stormwater runoff from the subject land and surrounding land or adjoining road(s) to an approved point of discharge. No stormwater shall drain or discharge from the land to adjoining properties. The drainage system must be completed prior to the occupation of the dwellings hereby permitted.
- Return period for a Detention system is to be 1 in 10 years where there is overland escape path and 1 in 100 years if the failure of the detention system will cause property damage or inundation of freehold titles.
- Stormwater shall be connected to the legal point of discharge being the easement drainage at South – West corner of the property. Developer shall upgrade the existing drainage pipe to cater for the run-off from the development.
- All drainage easements deemed necessary by the Responsible Authority shall be provided by the Developer regardless of whether they are through the subject land or through other titles. The minimum width of easements shall be 3.0m.

Access

- Vehicle access/crossing from Raglan Street to the development shall be upgraded to suit the common property road.
- Concrete vehicular access/crossings shall be provided for all lots to the satisfaction of the Responsible Authority and shall comply with the following:
 - (a) vehicular access/crossings shall be constructed in accordance with the Infrastructure Design Manual [IDM] Standard Drawing SD 240.
 - (b) standard vehicular access/crossings shall be constructed at right angles to the common property road to suit the proposed driveways.
 - (c) any proposed vehicular access/crossing shall have satisfactory clearance to any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required shall be in accordance with the requirements of the relevant Authority and shall be at the developer's expense.

- (d) crossings shall be at least 9 metres apart.
- Common property road shall include:
 - (a) concrete/asphalt pavements and kerb and channel
 - (b) Minimum 4.0m wide pavement and 1.5m concrete footpath on one side or 5.5m pavements.

Supervision and Plan Checking Fees

In accordance with the Subdivision Act 1989, Council requires the following fees for works undertaken on this development:

- (c) Plan checking fee of 0.75% of the value of works.
- (d) Supervision fee of 2.5% of the value of works.

Construction Phase

- Soil erosion control measures must be employed throughout the construction stage of the development to the satisfaction of the Responsible Authority.
- Before the development starts, a construction management plan shall be submitted to and approved by the Responsible Authority. The plan must outline how issues such as mud on roads, dust generation and erosion and sediment control will be managed on site during the construction phase. Details of a contact person/site manager must also be provided, so that this person can be easily contacted should any issues arise.
- Management measures are to be in accordance with the latest Environment Protection Authority guidelines for environment management.

All works must be completed prior to statement of compliance or prior to occupation of the dwellings hereby permitted.

All costs incurred in complying with the above conditions shall be borne by the applicant/owner.

A garbage and recycle bin placement area shall be provided on the road reserve of Raglan Street for the collection of garbage bins from the development, to the satisfaction of the Responsible Authority. The storage area shall be designed to allow for garbage and recycling collection vehicles to collect bins without exiting from the vehicle.

10.1.6. **CONTROL OF LIGHT SPILL**

External lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining land to the satisfaction of the responsible authority.

10.1.7. **COMPLETION OF LANDSCAPING**

Before the use/occupation of the development starts or by such later date as is approved by the responsible authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.

10.1.8. **LANDSCAPING MAINTENANCE**

The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced.

10.1.9. **PLANT/EQUIPMENT OR FEATURES ON ROOF**

No plant, equipment, services or architectural features other than those shown on the endorsed plans are permitted above the roof level of the building(s) without the written consent of the responsible authority.

10.1.10. **ONGOING SOIL EROSION CONTROL**

All works must be undertaken in a manner that minimises soil erosion, and any exposed areas of soil must be stabilised to prevent soil erosion, to the satisfaction of the responsible authority.

10.1.11. **PLANS TO BE ENDORSED**

The subdivision must be carried out in accordance with the endorsed plans of the satisfaction of the Responsible Authority.

10.1.13. **CENTRAL HIGHLANDS REGION WATER CORPORATION**

- (a) Any plan lodged for certification will be referred to the Central Highlands Region Water Corporation pursuant to Section 8(1)(a) of the Subdivision Act.
- (b) Reticulated sewerage facilities must be provided to each lot by the owner of the land (or applicant, in anticipation of becoming the owner) to the satisfaction of the Central Highlands Region Water Corporation. This will include the construction of works and the payment of major works contributions by the applicant.

- (c) A reticulated water supply must be provided to each lot by the owner of the land (or applicant, in anticipation of becoming the owner) to the satisfaction of the Central Highlands Region Water Corporation. This will include the construction of works and the payment of major works contributions by the applicant.
- (d) The owner will provide easements to the satisfaction of the Central Highlands Region Water Corporation, which will include easements for pipelines or ancillary purposes in favour of the Central Highlands Region Water Corporation, over all existing and proposed sewerage facilities within the proposal.
- (e) If the land is developed in stages, the above conditions will apply to any subsequent stage of the subdivision.

10.1.13 POWERCOR AUSTRALIA

The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to Powercor Australia Ltd in accordance with Section 8 of that Act.

The applicant shall:-

- Provide an electricity supply to all lots in the subdivision in accordance with Powercor's requirements and standards, including the extension, augmentation or re-arrangement of any existing electricity supply system, as required by Powercor (A payment to cover the cost of such work will be required). In the event that a supply is not provided the applicant shall provide a written undertaking to Powercor Australia Ltd that prospective purchasers will be so informed.
- Where buildings or other installations exist on the land to be subdivided and are connected to the electricity supply, they shall be brought into compliance with the Service and Installation Rules issued by the Victorian Electricity Supply Industry. You shall arrange compliance through a Registered Electrical Contractor.
- Any buildings must comply with the clearances required by the Electricity Safety (Installations) Regulations.
- Any construction work must comply with Energy Safe Victoria's "No Go Zone" rules.
- Set aside on the plan of subdivision for the use of Powercor Australia Ltd reserves and/or easements satisfactory to Powercor Australia Ltd where any electric substation (other than a pole mounted type) is required to service the subdivision.

Alternatively, at the discretion of Powercor Australia Ltd a lease(s) of the site(s) and for easements for associated powerlines, cables and access ways shall be provided. Such a lease shall be for a period of 30 years at a nominal rental with a right to extend the lease for a further 30 years. Powercor Australia Ltd will register such leases on the title by way of a caveat prior to the registration of the plan of subdivision.

- Provide easements satisfactory to Powercor Australia Ltd, where easements have not been otherwise provided, for all existing Powercor Australia Ltd electric lines on the land and for any new powerlines required to service the lots and adjoining land, save for lines located, or to be located, on public roads set out on the plan. These easements shall show on the plan an easement(s) in favour of "Powercor Australia Ltd" for "Powerline Purposes" pursuant to Section 88 of the Electricity Industry Act 2000.
- Obtain for the use of Powercor Australia Ltd any other easement external to the subdivision required to service the lots.
- Adjust the position of any existing easement(s) for powerlines to accord with the position of the line(s) as determined by survey.
- Obtain Powercor Australia Ltd's approval for lot boundaries within any area affected by an easement for a powerline and for the construction of any works in such an area.
- Provide to Powercor Australia Ltd, a copy of the version of the plan of subdivision submitted for certification, which shows any amendments which have been required.

10.1.16 TENIX

The plan of subdivision submitted for certification must be referred to AusNet Services (Gas) in accordance with Section 8 of the Subdivision Act 1988.

10.1.17 TELECOMMUNICATIONS

The owner of the land must enter into an agreement with:

- a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and
- a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in

accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:

- a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
- a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

10.1.16 PAYMENT IN LIEU OF OPEN SPACE PROVISION

Before the statement of compliance is issued under the Subdivision Act 1988, the applicant or owner must pay to the responsible authority a sum equivalent to 5 per cent of the site value of all the land in the subdivision.

10.1.17 CONSTRUCTION MANAGEMENT PLAN

Prior to the commencement of any works, a construction management plan shall be submitted to and approved by the responsible authority. The construction management plan must address, but is not limited to:

- (a) Control of off-site dust emissions during construction works;
- (b) Hours and days of construction, control of noise and airborne matter, deliveries, vehicle access, worker car parking, damage to public assets, and contact numbers for complaints.
- (c) Provision of a truck wheel-wash so that vehicles leaving the site do not deposit mud or other materials on roadways.
- (d) Hard waste management;
- (e) Measures by which vehicles associated with the construction workers of the approved development will be discouraged from parking within nearby residential streets
- (f) The location of hoardings, hoists and workers amenities.

(g) Storage of building materials and waste and material stockpiles, to be located outside the tree canopy of the adjoining Oak tree and existing street trees.

(h) Silt fencing/erosion control.

(i) Drainage during construction.

(j) Heavy vehicle access and storage on the land.

All works must accord with the approved construction management plan to the satisfaction of the responsible authority.

10.1.18 The above plan must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. Two (2) copies must be provided.

10.1.19 CULTURAL HERITAGE

The two recommendations of the approved Cultural Heritage Management Plan No 13109 must be adhered to under the Aboriginal Heritage Act 2006.

Notes:

This permit will expire if the permitted development is not started within two years of the date of this permit, or is not completed within four years of that date.

The responsible authority may extend these periods if a request is made in writing before the permit expires, or:

- Within six months afterwards if the development has not been started.
- Within twelve months afterwards if the development started lawfully before the permit expired.

This permit will expire if the plan of subdivision is not certified within two years of the date of this permit.

The responsible authority may extend this period if a request is made in writing before the permit expires, or within six months afterwards.

Under section 7 of the Subdivision Act 1988, the plan of subdivision must be registered within five years of the date of certification.

Notes – Country Fire Authority:

Internal access roads must be constructed to a standard so that they are accessible in all weather conditions and capable of accommodating a vehicle of 15 tonnes for the trafficable road width.

The average grade must be no more than 1 in 7 (14.4%) (8.1 degrees) with a maximum of no more than 1 in 5 (20%) (11.3 degrees) for no more than 50 meters. Dips must have no more than a 1 in 8 (12%) (7.1 degree) entry and exit angle.

Curves in driveway must have a minimum radius of 10 metres.

Must provide a minimum trafficable width of 3.5 metres, be clear of encroachments 4 metres vertically and have no obstructions within 0.5 metres either side of the formed width of the road, to the satisfaction of the Responsible Authority.

Mr Neil Haydon, Senior Town Planner, Beveridge and Williams, on behalf of the applicant/landowner, addressed Council in support of the application.

The following objectors addressed Council to oppose the application:

Ms Marjorie Atkinson

Dr Kate White.

MOTION

That Council having caused notice of planning application PA 675 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 issue a **Notice of Decision to Grant a Permit** under the provisions of Clauses 32.08-2 & 4, 42.01-2 and 43.01-1 of the Hepburn Planning Scheme in respect of the land known and described as 63A Raglan Street, Daylesford for the construction of seven dwellings, a seven lot subdivision and a site cut greater than one metre with the application dated 18/11/2014 subject to the following conditions:

10.1.1. **AMENDED PLANS REQUIRED**

Before the development start(s), amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application but modified to show:

- (a) All windows/doors and deck areas of the new dwellings must comply with Clause 55.04-6 of the Hepburn Planning Scheme to limit views into existing secluded private open space and habitable room windows.
- (b) A 1.8m Timber paling boundary fence along the west and north boundary of the site.
- (c) A Landscape plan to scale and with dimensions prepared by a suitably qualified person detailing:
 - A combination of trees, shrubs and grounds covers within the common property areas and within the front set back areas of each of the dwellings and along the access way.
 - Mulching/mounding treatment.
 - Species selection to the satisfaction of the Responsible Authority.
 - The maintenance thereof for a period of two years after completion of the works.
 - Evergreen screen planting along the existing fence on the south boundary.

All of the above to the satisfaction of the Responsible Authority.

10.1.2. **LAYOUT NOT ALTERED**

The development as shown on the endorsed plans must not be altered with the further consent from the Responsible Authority.

10.1.3. **COUNTRY FIRE AUTHORITY**

Water Supply

- *Operable hydrants, above or below ground must be provided to satisfaction of CFA.*
- *The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of the building envelope, the rear of all lots) must be 120m and hydrants must be no more than 200m apart.*
- *Hydrants must be identified as specified in 'Identification of Street Hydrants for Firefighting purposes' available under publications on the Country Fire Authority web site (www.cfa.vic.gov.au).*

10.1.4. **GOULBURN-MURAY WATER**

- (a) Each lot and dwelling must be provided with connection to the reticulated sewerage system in accordance with the requirements of Central Highlands Water.*
- (b) All works within the subdivision must be done in accordance with EPA Publication 960 "Doing It Right on Subdivisions, Temporary Environmental Protection Measures for Subdivision Construction Sites", September 2004.*
- (c) All stormwater discharged from the site must meet the urban run-off objectives and Standard C25 as specified in Clause 56.07-4 of the Victorian Planning Provisions. All infrastructure and works to manage stormwater +must be in accordance with the requirements of the Responsible Authority.*

10.1.5. **ENGINEERING**

Stormwater Drainage

- *All underground and surface drainage works that are considered necessary by the Responsible Authority shall be constructed in accordance with professionally prepared plans and computations to be*

provided by the developer and approved by the Responsible Authority prior to the commencement of construction. The drainage works shall include the provision of an onsite stormwater detention system designed to ensure that the post development runoff does not exceed pre development runoff from the development.

The drainage works shall be installed to transport stormwater runoff from the subject land and surrounding land or adjoining road(s) to an approved point of discharge. No stormwater shall drain or discharge from the land to adjoining properties. The drainage system must be completed prior to the issue of the Statement of Compliance..

- *Return period for a Detention system is to be 1 in 10 years where there is overland escape path and 1 in 100 years if the failure of the detention system will cause property damage or inundation of freehold titles.*
- *Stormwater shall be connected to the legal point of discharge being the easement drainage at South – West corner of the property. Developer shall upgrade the existing drainage pipe to cater for the run-off from the development.*
- *All drainage easements deemed necessary by the Responsible Authority shall be provided by the Developer regardless of whether they are through the subject land or through other titles. The minimum width of easements shall be 3.0m.*

Access

- *Vehicle access/crossing from Raglan Street to the development shall be upgraded to suit the common property road.*
- *Concrete vehicular access/crossings shall be provided for all lots to the satisfaction of the Responsible Authority and shall comply with the following:*
 - (a) vehicular access/crossings shall be constructed in accordance with the Infrastructure Design Manual [IDM] Standard Drawing SD 240.*
 - (b) standard vehicular access/crossings shall be constructed at right angles to the common property road to suit the proposed driveways.*
 - (c) any proposed vehicular access/crossing shall have satisfactory clearance to any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required shall be in accordance with the requirements of the relevant Authority and shall be at the developer's expense.*

(d) crossings shall be at least 9 metres apart.

- Common property road shall include:
 - (a) concrete/asphalt pavements and kerb and channel
 - (b) Minimum 4.0m wide pavement and 1.5m concrete footpath on one side or 5.5m pavements.

Supervision and Plan Checking Fees

In accordance with the Subdivision Act 1989, Council requires the following fees for works undertaken on this development:

- (a) Plan checking fee of 0.75% of the value of works.
- (b) Supervision fee of 2.5% of the value of works.

Construction Phase

- Soil erosion control measures must be employed throughout the construction stage of the development to the satisfaction of the Responsible Authority.
- Before the development starts, a construction management plan shall be submitted to and approved by the Responsible Authority. The plan must outline how issues such as mud on roads, dust generation and erosion and sediment control will be managed on site during the construction phase. Details of a contact person/site manager must also be provided, so that this person can be easily contacted should any issues arise.
- Management measures are to be in accordance with the latest Environment Protection Authority guidelines for environment management.

All works must be completed prior to statement of compliance or prior to occupation of the dwellings hereby permitted.

All costs incurred in complying with the above conditions shall be borne by the applicant/owner.

A garbage and recycle bin placement area shall be provided on the road reserve of Raglan Street for the collection of garbage bins from the development, to the satisfaction of the Responsible Authority. The storage area shall be designed to allow for garbage and recycling collection vehicles to collect bins without exiting from the vehicle.

10.1.6. ***CONTROL OF LIGHT SPILL***

External lighting must be designed, baffled and located so as to prevent

any adverse effect on adjoining land to the satisfaction of the responsible authority.

10.1.7. **COMPLETION OF LANDSCAPING**

Before the use/occupation of the development starts or by such later date as is approved by the responsible authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.

10.1.8. **LANDSCAPING MAINTENANCE**

The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced.

10.1.9. **PLANT/EQUIPMENT OR FEATURES ON ROOF**

No plant, equipment, services or architectural features other than those shown on the endorsed plans are permitted above the roof level of the building(s) without the written consent of the responsible authority.

10.1.10. **ONGOING SOIL EROSION CONTROL**

All works must be undertaken in a manner that minimises soil erosion, and any exposed areas of soil must be stabilised to prevent soil erosion, to the satisfaction of the responsible authority.

10.1.11. **PLANS TO BE ENDORSED**

The subdivision must be carried out in accordance with the endorsed plans to the satisfaction of the Responsible Authority.

10.1.12. **CENTRAL HIGHLANDS REGION WATER CORPORATION**

- (a) Any plan lodged for certification will be referred to the Central Highlands Region Water Corporation pursuant to Section 8(1)(a) of the Subdivision Act.
- (b) Reticulated sewerage facilities must be provided to each lot by the owner of the land (or applicant, in anticipation of becoming the owner) to the satisfaction of the Central Highlands Region Water Corporation. This will include the construction of works and the payment of major works contributions by the applicant.
- (c) A reticulated water supply must be provided to each lot by the owner

of the land (or applicant, in anticipation of becoming the owner) to the satisfaction of the Central Highlands Region Water Corporation. This will include the construction of works and the payment of major works contributions by the applicant.

- (d) The owner will provide easements to the satisfaction of the Central Highlands Region Water Corporation, which will include easements for pipelines or ancillary purposes in favour of the Central Highlands Region Water Corporation, over all existing and proposed sewerage facilities within the proposal.*
- (e) If the land is developed in stages, the above conditions will apply to any subsequent stage of the subdivision.*

10.1.13. POWERCOR AUSTRALIA

The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to Powercor Australia Ltd in accordance with Section 8 of that Act.

The applicant shall:-

- Provide an electricity supply to all lots in the subdivision in accordance with Powercor's requirements and standards, including the extension, augmentation or re-arrangement of any existing electricity supply system, as required by Powercor (A payment to cover the cost of such work will be required). In the event that a supply is not provided the applicant shall provide a written undertaking to Powercor Australia Ltd that prospective purchasers will be so informed.*
- Where buildings or other installations exist on the land to be subdivided and are connected to the electricity supply, they shall be brought into compliance with the Service and Installation Rules issued by the Victorian Electricity Supply Industry. You shall arrange compliance through a Registered Electrical Contractor.*
- Any buildings must comply with the clearances required by the Electricity Safety (Installations) Regulations.*
- Any construction work must comply with Energy Safe Victoria's "No Go Zone" rules.*
- Set aside on the plan of subdivision for the use of Powercor Australia Ltd reserves and/or easements satisfactory to Powercor Australia Ltd where any electric substation (other than a pole mounted type) is required to service the subdivision.*

Alternatively, at the discretion of Powercor Australia Ltd a lease(s) of the

site(s) and for easements for associated powerlines, cables and access ways shall be provided. Such a lease shall be for a period of 30 years at a nominal rental with a right to extend the lease for a further 30 years. Powercor Australia Ltd will register such leases on the title by way of a caveat prior to the registration of the plan of subdivision.

- *Provide easements satisfactory to Powercor Australia Ltd, where easements have not been otherwise provided, for all existing Powercor Australia Ltd electric lines on the land and for any new powerlines required to service the lots and adjoining land, save for lines located, or to be located, on public roads set out on the plan. These easements shall show on the plan an easement(s) in favour of "Powercor Australia Ltd" for "Powerline Purposes" pursuant to Section 88 of the Electricity Industry Act 2000.*
- *Obtain for the use of Powercor Australia Ltd any other easement external to the subdivision required to service the lots.*
- *Adjust the position of any existing easement(s) for powerlines to accord with the position of the line(s) as determined by survey.*
- *Obtain Powercor Australia Ltd's approval for lot boundaries within any area affected by an easement for a powerline and for the construction of any works in such an area.*
- *Provide to Powercor Australia Ltd, a copy of the version of the plan of subdivision submitted for certification, which shows any amendments which have been required.*

10.1.14. **TENIX**

The plan of subdivision submitted for certification must be referred to AusNet Services (Gas) in accordance with Section 8 of the Subdivision Act 1988.

10.1.15. **TELECOMMUNICATIONS**

The owner of the land must enter into an agreement with:

- *a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and*
- *a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan*

in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:

- *a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and*
- *a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.*

10.1.16. PAYMENT IN LIEU OF OPEN SPACE PROVISION

Before the statement of compliance is issued under the Subdivision Act 1988, the applicant or owner must pay to the responsible authority a sum equivalent to 5 per cent of the site value of all the land in the subdivision.

10.1.17. CONSTRUCTION MANAGEMENT PLAN

Prior to the commencement of any works, a construction management plan shall be submitted to and approved by the responsible authority.

The construction management plan must address, but is not limited to:

- (a) Control of off-site dust emissions during construction works;*
- (b) Hours and days of construction, control of noise and airborne matter, deliveries, vehicle access, worker car parking, damage to public assets, and contact numbers for complaints.*
- (c) Provision of a truck wheel-wash so that vehicles leaving the site do not deposit mud or other materials on roadways.*
- (d) Hard waste management;*
- (e) Measures by which vehicles associated with the construction workers of the approved development will be discouraged from parking within nearby residential streets.*
- (f) The location of hoardings, hoists and workers amenities.*
- (g) Storage of building materials and waste and material stockpiles, to be*

located outside the tree canopy of the adjoining Oak tree and existing street trees.

- (h) Silt fencing/erosion control.
- (i) Drainage during construction.
- (j) Heavy vehicle access and storage on the land.

All works must accord with the approved construction management plan to the satisfaction of the responsible authority.

10.1.18. The above plan must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. Two (2) copies must be provided.

10.1.19. **CULTURAL HERITAGE**

The two recommendations of the approved Cultural Heritage Management Plan No 13109 must be adhered to under the Aboriginal Heritage Act 2006.

Notes:

This permit will expire if the permitted development is not started within two years of the date of this permit, or is not completed within four years of that date.

The responsible authority may extend these periods if a request is made in writing before the permit expires, or:

- Within six months afterwards if the development has not been started.
- Within twelve months afterwards if the development started lawfully before the permit expired.

This permit will expire if the plan of subdivision is not certified within two years of the date of this permit.

The responsible authority may extend this period if a request is made in writing before the permit expires, or within six months afterwards.

Under section 7 of the Subdivision Act 1988, the plan of subdivision must be registered within five years of the date of certification.

Notes – Country Fire Authority:

Internal access roads must be constructed to a standard so that they are accessible in all weather conditions and capable of accommodating a vehicle of 15 tonnes for the trafficable road width.

The average grade must be no more than 1 in 7 (14.4%) (8.1 degrees) with a maximum of no more than 1 in 5 (20%) (11.3 degrees) for no more than 50 meters. Dips must have no more than a 1 in 8 (12%) (7.1 degree) entry and exit angle.

Curves in driveway must have a minimum radius of 10 metres.

Must provide a minimum trafficable width of 3.5 metres, be clear of encroachments 4 metres vertically and have no obstructions within 0.5 metres either side of the formed width of the road, to the satisfaction of the Responsible Authority.

Moved: Councillor Sebastian Klein

Seconded: Councillor Don Henderson

Lost.

MOTION

*That Council having caused notice of planning application PA 675 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 issue a **Notice of Refusal** in respect of the land known and described as 63A Raglan Street, Daylesford for the construction of seven dwellings, a seven lot subdivision and a site cut greater than one metre with the application dated 18/11/2014 subject to the following grounds:*

- 10.1.1. The proposal represents an overdevelopment of the site and will be detrimental to the amenity of the area.*
- 10.1.2. The access and service delivery arrangements for the proposed seven dwellings are inadequate.*
- 10.1.3. The proposed development is contrary to and inconsistent with the objectives and decision guidelines of Clause 43.01 – Heritage Overlay and Clause 22.12 Daylesford Neighbourhood Character Precinct 10.*

Moved: Councillor Pierre Niclas

Seconded: Councillor Neil Newitt

Carried.

ATTACHMENT 1 - PLANS – PROPOSED DEVELOPMENT –
63A RAGLAN STREET, DAYLESFORD



SITE ANALYSIS (ARIAL PHOTO)
APPROX. 1:2000



DRAWING SCHEDULE

DRAWING NO.	DRAWING NAME	REV.
TP - 01	COVER PAGE / GENERAL NOTES / EXISTING SITE PLAN	B
TP - 02	EXISTING SITE PLAN	B
TP - 03	SITE LAYOUT / DESIGN RESPONSE	B
TP - 04	SITE ELEVATIONS / MATERIALS SCHEDULE	B
TP - 05	PROPOSED FLOOR PLANS & ELEVATIONS - UNIT 3, 4 & 5	B
TP - 06	PROPOSED FLOOR PLANS & ELEVATIONS - UNIT 6 & 7	B
TP - 07	PROPOSED FLOOR PLANS & ELEVATIONS - UNIT 8 & 9	B

NEIGHBOURHOOD AND SITE DESCRIPTION

- 01 - DAYLESFORD - THE HOUSES ARE A MIX OF HERITAGE HOUSES OF THE VICTORIAN AND FEDERATION ERAS MIXED WITH 1950-70'S HEATHERBOARD, AND NEW CONTEMPORARY RESIDENCE.
- 02 - RAGLAN STREET - PREDOMINATELY CONSISTS OF LIGHT WEIGHT CLAD HOUSING OF HEATHERBOARD OR FIRE CEMENT, WITH CORRUGATED STEEL GABLE ROOF.
- 03 - THE PROPERTY (NO. 61) DIRECTLY EAST OF THE SITE, CONSISTS OF 1980'S BRICK VENER ROOF, WITH GABLE, NO CORRUGATED STEEL ROOFING OR A ROCK FEDERATION NATURE.
- 04 - FENCES ARE GENERALLY 1.0M HIGH ON THE STREET BOUNDARY WITH AN OCCASIONAL HIGHER FENCE UP TO 1.80M.
- 05 - THE STREET IS A TREE LINED STREET WHICH INFORMS THE STREET CHARACTER.
- 06 - THE STREET IS PREDOMINATELY LOW DENSITY RESIDENTIAL DEVELOPMENT.
- 07 - THE NATURE STRIP TO THE PROPERTY HAS A BLUE STONE GULLY DRAIN WHICH INFORMS THE COUNTRY CHARACTER TO THE STREET.
- 08 - THE SITE HAS TWO LARGE DECIDUOUS TREES, AND A STREAM PASSING THROUGH A SMALL GULLY ON THE SITE, PRODUCED BY SITE DRAINAGE UP HILL.
- 09 - TO THE SOUTH OF THE SITE HENRY ROAD IS THE MAIN SHOPPING STRIP CONSISTING OF RESTAURANTS, GALLERIES, BAKERIES, SUPERMARKETS ETC.
- 10 - THE SITE IS 100M TO THE SOUTH FROM THE LOCAL HOSPITAL.
- 11 - THE SITE IS 400M TO THE NORTH OF THE LOCAL PRIMARY SCHOOL.
- 12 - THE SITE IS 500M TO THE WEST FROM THE LOCAL SECONDARY SCHOOL AND ST. MICHAEL PRIMARY.

PHOTO LEGEND

- A - RAGLAN ST. STREETSCAPE - NORTH ELEVATION
- B - STREETSCAPE LOOKING EAST UP THE STREET
- C - RAGLAN ST. STREETSCAPE - SOUTH ELEVATION
- D - VIEW OF DAYLESFORD FROM THE SITE
- E - NEIGHBOURING PROPERTIES
- F - VIEW OF SUBJECT SITE FROM THE CORNER OF 67-69 RAGLAN STREET
- G - VIEW OF NO. 61 FROM THE SITE
- H - VIEW OF THE BLUESTONE DRAIN AND CROSSOVER TO THE WEST OF THE SITE
- I - VIEW OF THE TREES ON THE SITE
- J - VIEW OF THE EXISTING DRAINAGES WHERE PROPOSED CROSSOVER WILL BE LOCATED
- K - VIEW OF THE EXISTING DRAINAGES WHERE PROPOSED CROSSOVER WILL BE LOCATED
- L - VIEW OF THE EXISTING DRAINAGES WHERE PROPOSED CROSSOVER WILL BE LOCATED
- M - VIEW OF THE EXISTING DRAINAGES WHERE PROPOSED CROSSOVER WILL BE LOCATED



a- Raglan St streetscape - north elevation



b- Raglan St - view looking east



e- streetscape elevation of no. 67-69



f- view of site from the corner of 67-69 Raglan St.



g- view of no. 61 from the subject site



c- views of Daylesford from the subject site
Note: Refer to TP01 for bullet point information



h- view of bluestone drain and crossover



i- view of existing trees located on the site



m- view of drain at the front of the subject site



f- Raglan Street streetscape - south elevation



j- streetscape photo of no. 59
Note: Refer to TP01 for bullet point information



o- streetscape photo of no. 57



p- streetscape photo of no. 55

PRELIMINARY
NOT FOR CONSTRUCTION



MCGANN ARCHITECTS

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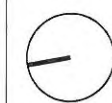
REV.	DATE	DESCRIPTION

PROJECT
PROPOSED UNIT DEVELOPMENT

63 RAGLAN STREET
DAYLESFORD
VIC. 3460

CLIENT
SIMON CAREY

DATE



DRAWING TITLE
COVER PAGE / GENERAL NOTES / EXISTING SITE PLAN

PROJECT TYPE
RESIDENTIAL DEVELOPMENT

SCALE(S)
As indicated

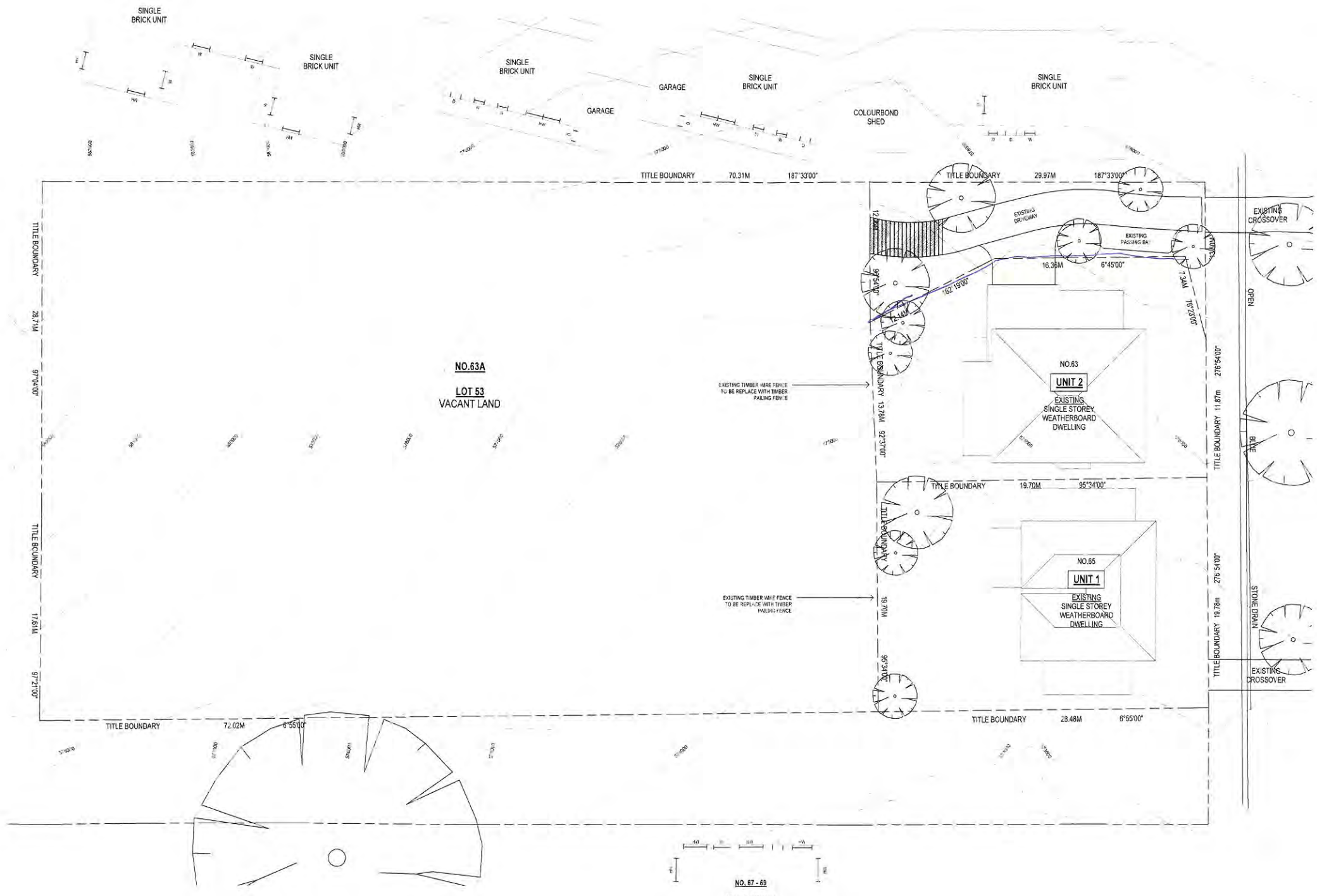
PROJECT NO.
63.17

DESIGNED BY
A.H.D.

CHECKED BY
J.P.M.

DRAWING NO.
TP - 01

REVISION
B



OVERALL SITE AREA ANALYSIS

SITE AREA (INCLUDING EXISTING UNIT 1 & 2)	1481.1M ²
SITE AREA (NOT INCLUDING EXISTING UNIT 1 & 2)	1225.6M ²
AREAS OF EXISTING BUILDINGS	
UNIT 1	
SITE AREA	535.6M ²
EXISTING GROUND FLOOR	144.8 M ²
PROPOSED SINGLE GARAGE	287.1 M ²
PROPOSED SITE COVERAGE	21.3%
PRIVATE OPEN SPACE PERMEABILITY	80.2 M ²
UNIT 2	
SITE AREA	187.6M ²
EXISTING GROUND FLOOR	136.2 M ²
PROPOSED SINGLE GARAGE	48.8 M ²
PROPOSED SITE COVERAGE	26.5%
PRIVATE OPEN SPACE PERMEABILITY	88.6 M ²

THE PROPOSED SITE COVERAGE IS SIMILAR TO ADJACENT DWELLINGS WITH SIMILAR LAND SIZE WHERE RECENT ALTERATIONS AND/OR REDEVELOPMENT HAS TAKEN PLACE

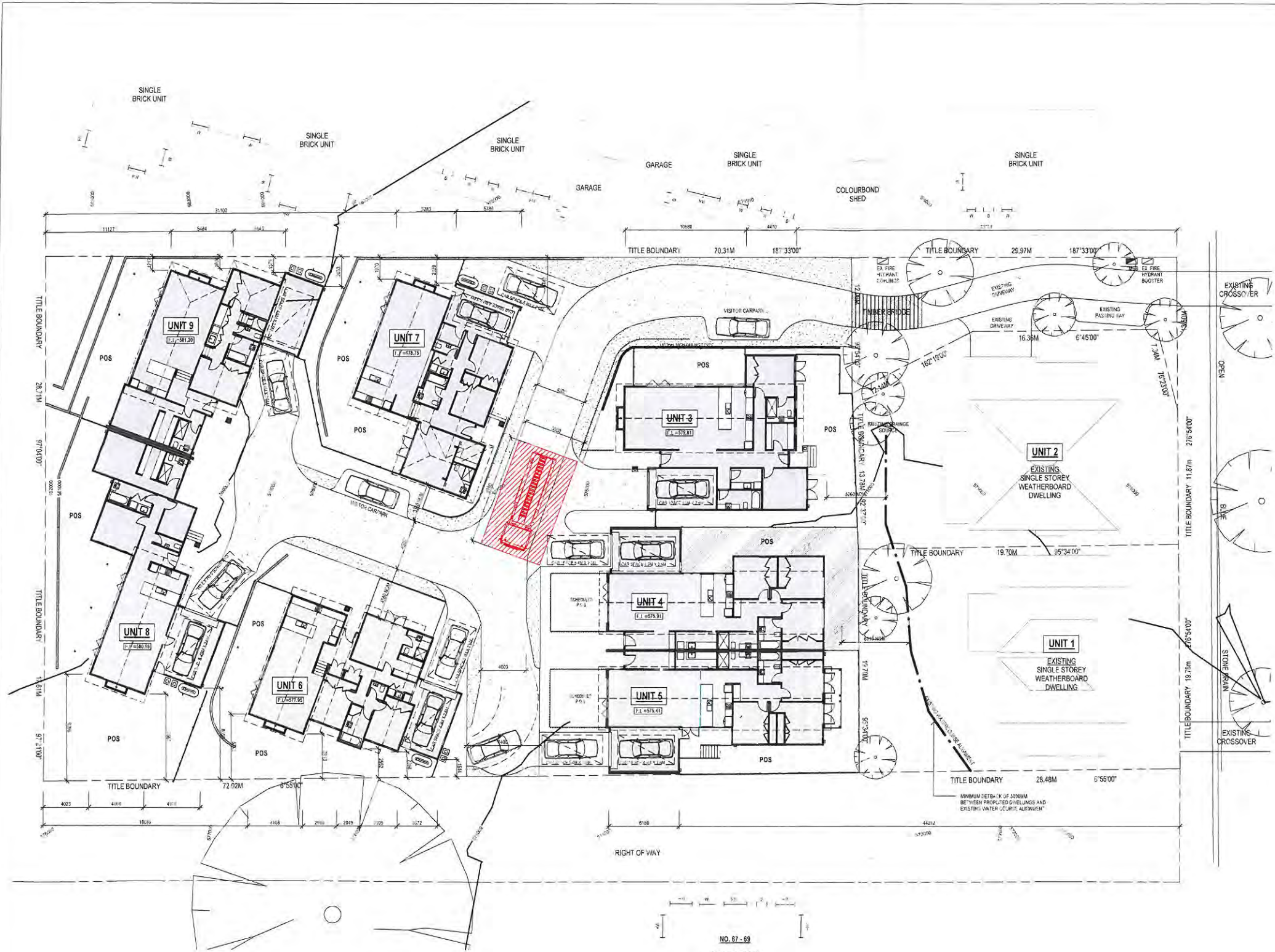
LEGEND

- EXISTING TREES TO BE REMOVED
- EXISTING TREES TO REMAIN
- PROPOSED LANDSCAPING REFER TO LANDSCAPE PLAN FOR ALL VEGETATION & SURFACE TREATMENT
- HW ADJOINING HABITAT WINDOW
- D ADJOINING DOOR
- W ADJOINING NON HABITAT WINDOW
- POS PRIVATE OPEN SPACE

EXISTING SITE
1 : 200

PRELIMINARY
NOT FOR CONSTRUCTION

<p>Member Australian Institute of Architects</p> <p>282 PARK STREET, SOUTH MELBOURNE, VIC. 3205, AUSTRALIA Telephone: +61 03 9645 5636 Facsimile: +61 03 9645 5637 Email: info@mcgannarchitects.com.au Web: www.mcgannarchitects.com.au</p>	<p>PROJECT PROPOSED UNIT DEVELOPMENT</p> <p>63 RAGLAN STREET DAYLESFORD VIC. 3460</p>	<p>CLIENT SIMON CAREY</p>	<p>DATE 12/01/2014</p>	<p>DRAWING TITLE EXISTING SITE PLAN</p> <p>PROJECT TYPE RESIDENTIAL DEVELOPMENT</p>	<p>SCALE As Indicated</p>	<p>PROJECT No. 63.17</p>	<p>DATE 12/01/2014</p>	<p>DESIGNED BY A.H.D.</p>	<p>DRAWING No. TP - 02</p>	<p>REVISION B</p>
	<p>CONTRACTOR TO CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCING ANY WORKS AND OR THE DOCUMENTATION OF ANY SHOP DRAWINGS</p>	<p>DATE 12/01/2014</p>	<p>AMENDMENT</p>	<p>DATE</p>	<p>DATE</p>	<p>DATE</p>	<p>DATE</p>	<p>DATE</p>	<p>DATE</p>	<p>DATE</p>



DESIGN RESPONSE

81. THE HOUSES REFERENCE THE LIGHTFOUNT NATURE OF THE SURROUNDING HOMES MAINTAINING THE PREDOMINANTLY WATER-BRICK AND FIRE-CEMENT CLADDING.

82. THE ROOFTOP ARE PREDOMINANTLY GABLE WITH COLOURBOND COATED STEEL ROOFING. EXISTING HOUSES 4 & 8 ARE HIP AND GABLE TO REFERENCE THE ROOF FORMS OF THE PROPERTY OBJECTS. WEST DOOR AND THE MATERIALS OF THE OLDER STYLE HOMES IN DALESFORD.

83. THE FEAR HOUSES REFERENCE FORMS AND MATERIALS OF EXISTING DALESFORD CHIMNEY BUT WITH A CONTEMPORARY FLAVOUR TO THE G/P ALL DEVELOPMENT. THIS IS ACHIEVED BY THE PREDOMINANT USE OF GABLE ROOFS MIXED WITH SOME FLAT ROOFS.

84. THE FORMS ARE HIGHLIGHTED THROUGH DIFFERENT TEXTURED MATERIALS AND VARYING SUBTLE COLOURS GIVING AN OVERALL CONTEMPORARY FEEL TO THE REAR OF THE DEVELOPMENT.

85. THE USE OF EXTERNAL CHIMNEYS WITH AN EXPOSED FIRE CHIMNEY A CONTEMPORARY FEEL BUT STILL REFERENCE THE COUNTRY SETTING OF DALESFORD WITH MANY HOMES HAVING OPEN FIRES OR SLIGHT CONSTRUCTION FIRES.

86. THE STREET FENCE MAINTAINING THE AREA LOWER FENCE HEIGHT OF 100MM AND MATCHES SURFACE TO SURROUNDING TEXTURES MATERIALS USING 100MM X80 AND TRESSER.

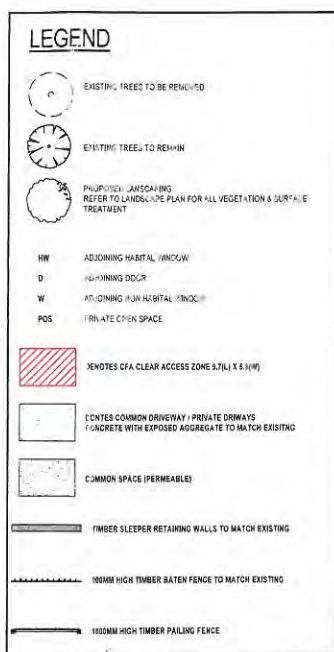
87. THE TREES ALONG THE FUTURE STRIP ARE TO REMAIN MAINTAINING THE EXISTING STREET QUALITY.

88. THE PROPOSED RESIDENCES MAINTAIN THE LOWER DENSITY NATURE OF DALESFORD AND NEIGHBOURING PROPERTIES.

89. THE CHARACTER OF THE NATURE STRIP WILL BE IMPROVED WITH A NEW CURB AND SIDEWALK MATCHING TO THE NEIGHBOURING CROSS-ROAD (PHOTO NOT TO SCALE) WHICH IMPROVES THE COUNTRY CHARACTER TO THE STREET. THIS CHARACTER WILL BE MAINTAINED THROUGHOUT THE DEVELOPMENT INCLUDING THE PROPOSED STREET LIGHTS (TIMBER BRIDGE) AND THE CURRENT STREET LIGHTS ON THE SITE BEING TURNED INTO A LANDSCAPE FEATURE.

90. THE MATURE TREES ON SITE ARE TO BE DEMOLISHED AND REPLACED WITH NEW TREES TO MAINTAIN THE HEALTH OF BOTH TREES BUT THE PROPOSED LANDSCAPE PLAN PROPOSES THE ADDITION OF MANY TREES ON THE SITE WHICH WILL BE REPLACING WITH THE CURRENT STREET LIGHTS.

91. WITH THE STRIP SHOWING SUPER MARKET, SCHOOL, GALLESS AND THE HOSPITAL ARE WITHIN 600 / 1000M OF THE SUBJECT SITE. SUCH DEVELOPMENT WILL BE A POSITIVE CONTRIBUTION TO THE SUBJECT SITE IN A POSITIVE MANNER TO THE DALESFORD COMMUNITY.



OVERALL SITE AREA ANALYSIS

AREA	EXISTING UNIT 1 & 2	487.1M ²
AREAS OF EXISTING BUILDINGS		
UNIT 1		
SITE AREA	536.8M ²	
EXISTING GROUND FLOOR	144.8 M ²	28.7 M ²
PROPOSED SINGLE GARAGE		
PROPOSED SITE COVERAGE	82.2%	
PRIVATE OPEN SPACE	306.6 M ²	63.1%
PERMEABILITY		
UNIT 2		
SITE AREA	492.2M ²	
EXISTING GROUND FLOOR	137.2 M ²	49.5 M ²
PROPOSED SINGLE GARAGE		
PROPOSED SITE COVERAGE	88.3%	
PRIVATE OPEN SPACE	402.0 M ²	81.6%
PERMEABILITY		
AREAS OF PROPOSED BUILDINGS (EXCLUDES EXISTING AREAS OF UNIT 1 & 2 ALL READY BUILT)		
PROPOSED SITE COVERAGE	82.2%	
SITE PERMEABILITY	82.2%	
COMMON SPACE	306.6 M ²	63.1%
PERMEABILITY		
PERMEABILITY		

THE PROPOSED SITE COVERAGE IS SIMILAR TO ALL CURRENT ONE-LAND WITH 82.2% AND 88.3% WITH RECENT ALTERATIONS AS ABOVE RECEIVED DEVELOPMENT HAS TAKEN PLACE

INDIVIDUAL UNIT AREA ANALYSIS

UNIT	SITE AREA	EXISTING UNIT 1 & 2
UNIT 3		
SITE AREA	358.8M ²	
AREAS OF PROPOSED BUILDINGS		
PROPOSED GROUND FLOOR	144.7 M ²	
PROPOSED SINGLE GARAGE	21.4 M ²	
TOTAL AREA OF PROPOSED GROUND FLOOR	166.1 M ²	
PROPOSED SITE COVERAGE	45.8%	
PRIVATE OPEN SPACE	21.4 M ²	5.9%
PERMEABILITY		
UNIT 4		
SITE AREA	318.8M ²	
AREAS OF PROPOSED BUILDINGS		
PROPOSED GROUND FLOOR	138.9 M ²	
PROPOSED SINGLE GARAGE	25.2 M ²	
TOTAL AREA OF PROPOSED GROUND FLOOR	164.1 M ²	
PROPOSED SITE COVERAGE	51.5%	
PRIVATE OPEN SPACE	21.3 M ²	6.7%
PERMEABILITY		
UNIT 5		
SITE AREA	322.8M ²	
AREAS OF PROPOSED BUILDINGS		
PROPOSED GROUND FLOOR	129.9 M ²	
PROPOSED SINGLE GARAGE	29.7 M ²	
TOTAL AREA OF PROPOSED GROUND FLOOR	159.6 M ²	
PROPOSED SITE COVERAGE	49.6%	
PRIVATE OPEN SPACE	21.3 M ²	6.6%
PERMEABILITY		
UNIT 6		
SITE AREA	318.8M ²	
AREAS OF PROPOSED BUILDINGS		
PROPOSED GROUND FLOOR	147.7 M ²	
PROPOSED SINGLE GARAGE	22.4 M ²	
TOTAL AREA OF PROPOSED GROUND FLOOR	170.1 M ²	
PROPOSED SITE COVERAGE	53.4%	
PRIVATE OPEN SPACE	18.7 M ²	5.9%
PERMEABILITY		
UNIT 7		
SITE AREA	387.7M ²	
AREAS OF PROPOSED BUILDINGS		
PROPOSED GROUND FLOOR	168.8 M ²	
PROPOSED SINGLE GARAGE	27.1 M ²	
TOTAL AREA OF PROPOSED GROUND FLOOR	195.9 M ²	
PROPOSED SITE COVERAGE	50.5%	
PRIVATE OPEN SPACE	27.1 M ²	7.0%
PERMEABILITY		
UNIT 8		
SITE AREA	492.2M ²	
AREAS OF PROPOSED BUILDINGS		
PROPOSED GROUND FLOOR	149.2 M ²	
PROPOSED SINGLE GARAGE	27.7 M ²	
TOTAL AREA OF PROPOSED GROUND FLOOR	176.9 M ²	
PROPOSED SITE COVERAGE	36.1%	
PRIVATE OPEN SPACE	428.8 M ²	87.1%
PERMEABILITY		
UNIT 9		
SITE AREA	324.1M ²	
AREAS OF PROPOSED BUILDINGS		
PROPOSED GROUND FLOOR	148.3 M ²	
PROPOSED SINGLE GARAGE	21.4 M ²	
TOTAL AREA OF PROPOSED GROUND FLOOR	169.7 M ²	
PROPOSED SITE COVERAGE	52.4%	
PRIVATE OPEN SPACE	423.8 M ²	130.8%
PERMEABILITY		

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SITE LAYOUT
1 : 200

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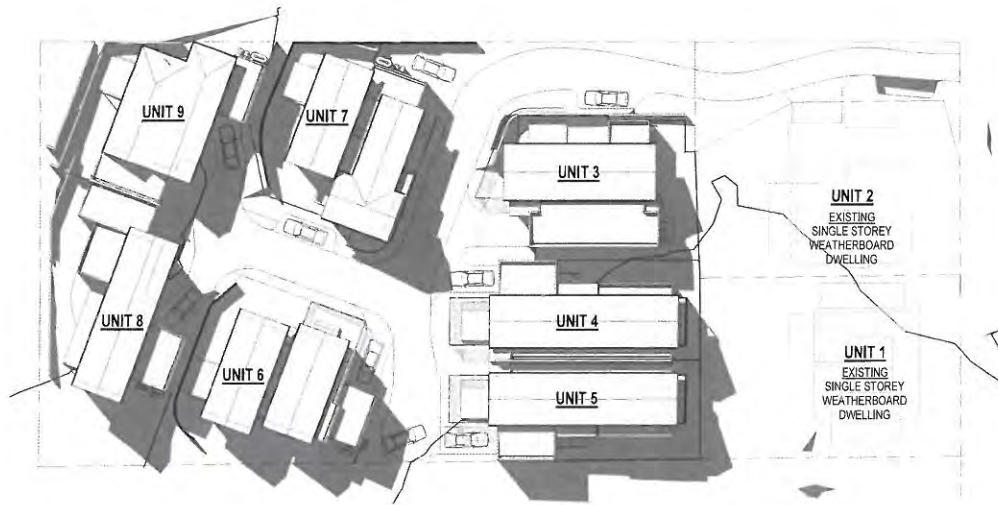
REV	DATE	AMENDMENT
1	12/12/20	ISSUE FOR PERMIT
2	12/12/20	ISSUE FOR PERMIT

PROJECT: PROPOSED UNIT DEVELOPMENT
63 RAGLAN STREET, DALESFORD, VIC. 3460

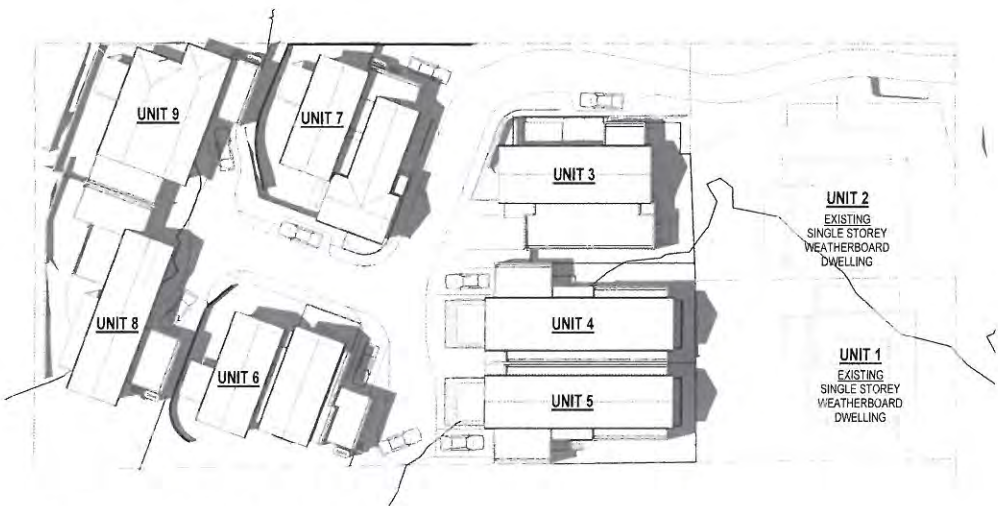
CLIENT: SIMON CAREY
DRAWING NO: 63-17
SCALE: As indicated
DATE: 12/12/20
DRAWN BY: A.H.D.
CHECKED BY: J.P.M.

DESCRIPTION: SITE LAYOUT / DESIGN RESPONSE
PROJECT TYPE: RESIDENTIAL DEVELOPMENT

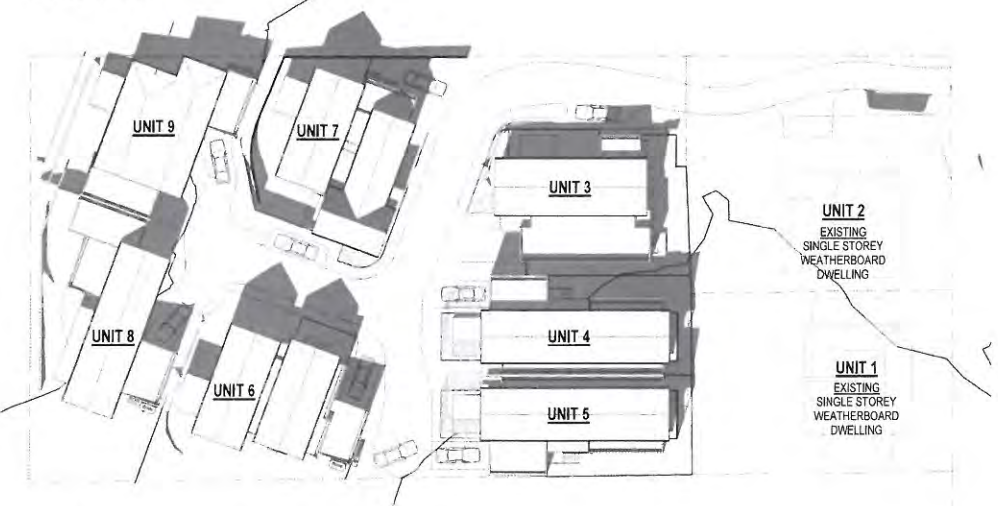
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DATE: 12/12/20	ISSUE NO: TP - 03	
DRAWN BY: A.H.D.		
CHECKED BY: J.P.M.		



9AM SEPTEMBER EQUINOX
SCALE: 1 : 400



12PM SEPTEMBER EQUINOX
SCALE: 1 : 400



3PM SEPTEMBER EQUINOX
SCALE: 1 : 400

MATERIALS / COLOUR LEGEND

EXISTING IMAGES
THE IMAGES BELOW ARE OF THE EXISTING UNIT 1 & 2 (THE FORMER PART OF THE ORIGINAL APPLICATION)

COLOUR SAMPLES
COLOUR SAMPLES PROVIDED ARE THOSE OFF THE EXISTING HOUSES IN WHICH THE DEVELOPMENT IS TO MATCH. EXISTING IMAGES USED TO CLARIFY LOCATIONS.



	Colorbond® Dune C11	ROOFING CORRUGATED COLOURBOND "DUNE" LOCATION: ROOF, GUTTERS, DPS & RAINHEADS & FLASHINGS
	Colorbond® Jasper C11	ROOFING CORRUGATED COLOURBOND "JASPER" LOCATION: DPS & RAINHEADS WHERE IN ELEVATION UP AGAINST CEMENT SHEET CLADDING GARAGE DOOR LOCATION: SUN WOODCRAN PANEL
	Halfar P1482	FFS COLOUR: HALFAR P1482 SUPPLIER: DULUX LOCATION: WINDOWS AND FASCIA / OUTRIGGERS
	Mud Pack P1484	FFS COLOUR: MUD PACK P1484 SUPPLIER: DULUX LOCATION: WEATHERBOARD WALLS
	Harold P1587	FFS COLOUR: HAROLD P1587 SUPPLIER: DULUX LOCATION: PARADEY CEMENT SHEET WALLS
	Mall P16218	FFS COLOUR: MALL P16218 SUPPLIER: DULUX LOCATION: ENTRY DOORS

LEGEND

- EXISTING TREES TO BE REMOVED
- EXISTING TREES TO REMAIN
- PROPOSED LANDSCAPING REFER TO LANDSCAPE PLAN FOR ALL VEGETATION & SURFACE TREATMENT
- NW ADJOINING NORTH WINDOW
- D ADJOINING DOOR
- W ADJOINING NORTH WEST WINDOW

ELEVATION LEGEND

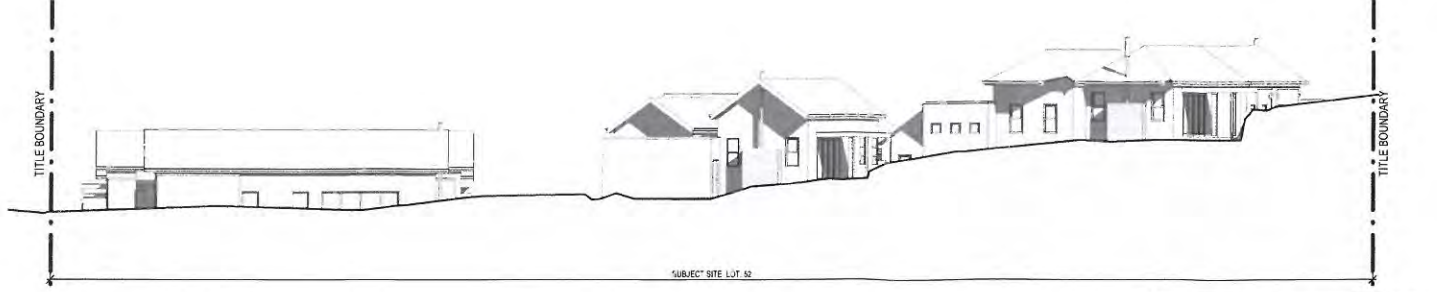
- SELECTED WEATHERBOARD
- COMPRESSED FIBRE CEMENT SHEET WITH 15MM EXPANDED JOINTS
- CORRUGATED IRON (COLOUR AS SPECIFIED)
- TIMBER
- GARAGE DOOR (COLOUR AS SPECIFIED)
- FACE BRICKWORK (SECTIONS RED BRICK)
- ROOFING SYSTEM
SELECTED COLOURS AND ROOFING INSTALLED AT 1% COLOUR CORRUGATED IRON (COLOUR AS SPECIFIED)
- WINDOW FRAMES
SELECTED ALUMINIUM WINDOW FRAMES
COLOUR: WHITE
- GUTTERS AND DOWNPIPES
DOWNPIPES & FLASHING TO MATCH ROOFING COLOUR
- FASCIA
DULUX WHITE

LEGEND

- N.G.L. NATURAL GROUNDLINE
- F. FLOOR GLAZING
- O. OPENABLE GLAZING/DOOR
- L. LOUVERED WINDOW SYSTEM
- BL. TITLE BOUNDARY LINE AS FIVE LIFE
- AP.F.F. ARCHIVE FINISHES FLOOR LEVEL



OVERALL EAST ELEVATION
SCALE: 1 : 200



OVERALL WEST ELEVATION
SCALE: 1 : 200

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NO.	REV.	DATE	DESCRIPTION
1	01	10/10/2017	PROJ. PREPARED
2	02	10/10/2017	FILE FOR PERMIT RELEASE
3	03	10/10/2017	AMENDMENT

PROJECT: PROPOSED UNIT DEVELOPMENT

63 RAGLAN STREET
DAYLESFORD
VIC. 3460

CLIENT: SIMON CAREY

PROJECT TYPE: RESIDENTIAL DEVELOPMENT

DRAWING TITLE: SITE ELEVATIONS / MATERIALS SCHEDULE

SCALE: As indicated

ISSUE DATE: 10/10/2017

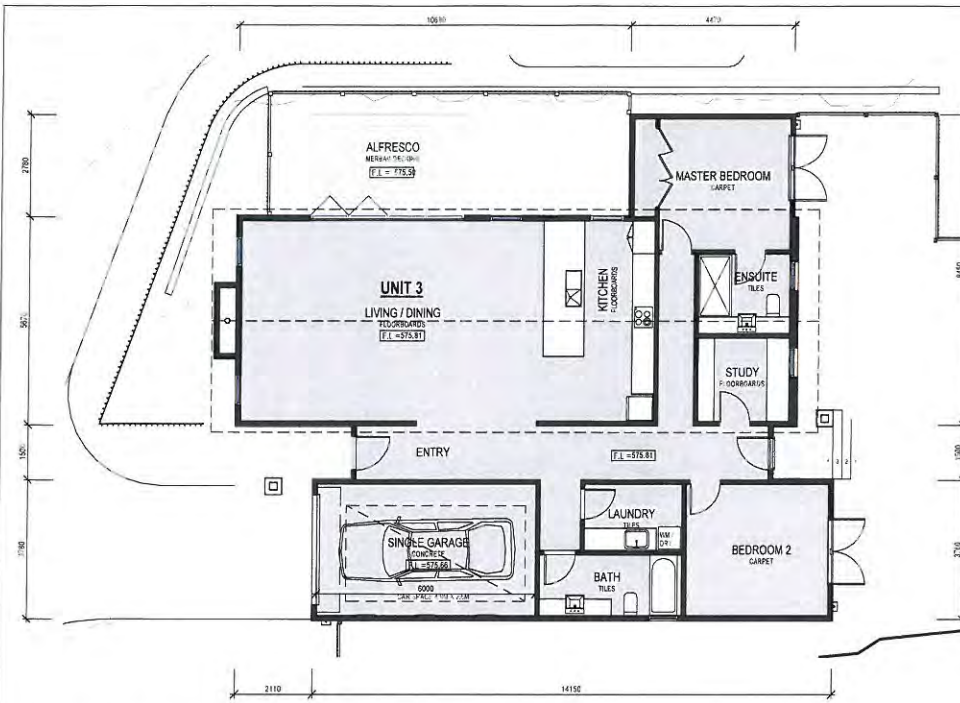
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CHECKED BY: J.P.M.

PROJECT NO: 63.17

DRAWING NO: TP-04

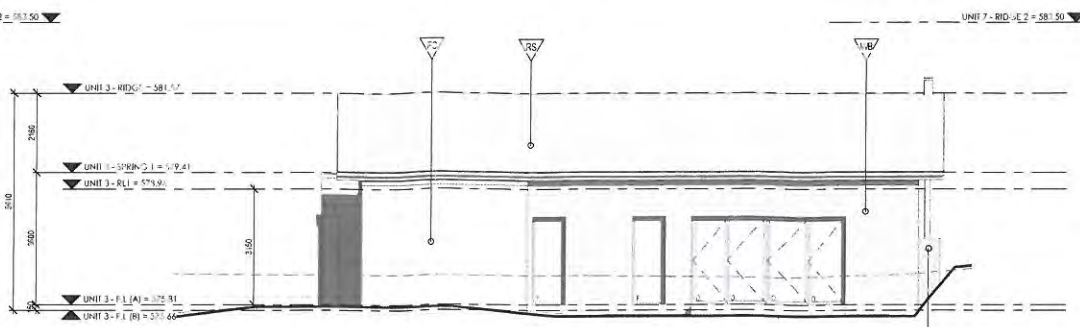
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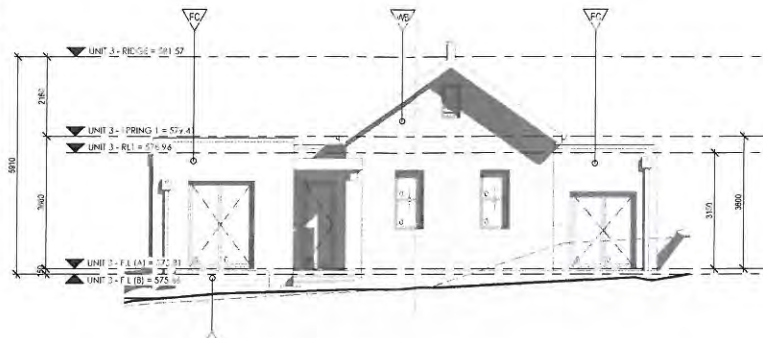
3 UNIT 3 FLOOR PLAN
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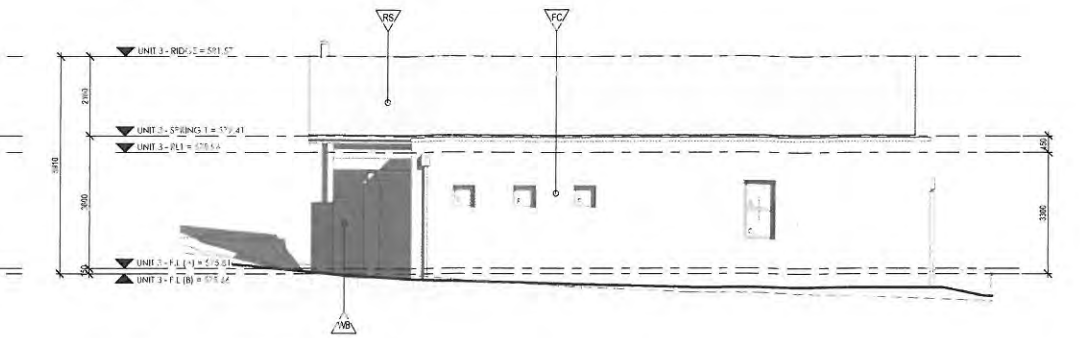
UNIT 3 - NORTH ELEVATION
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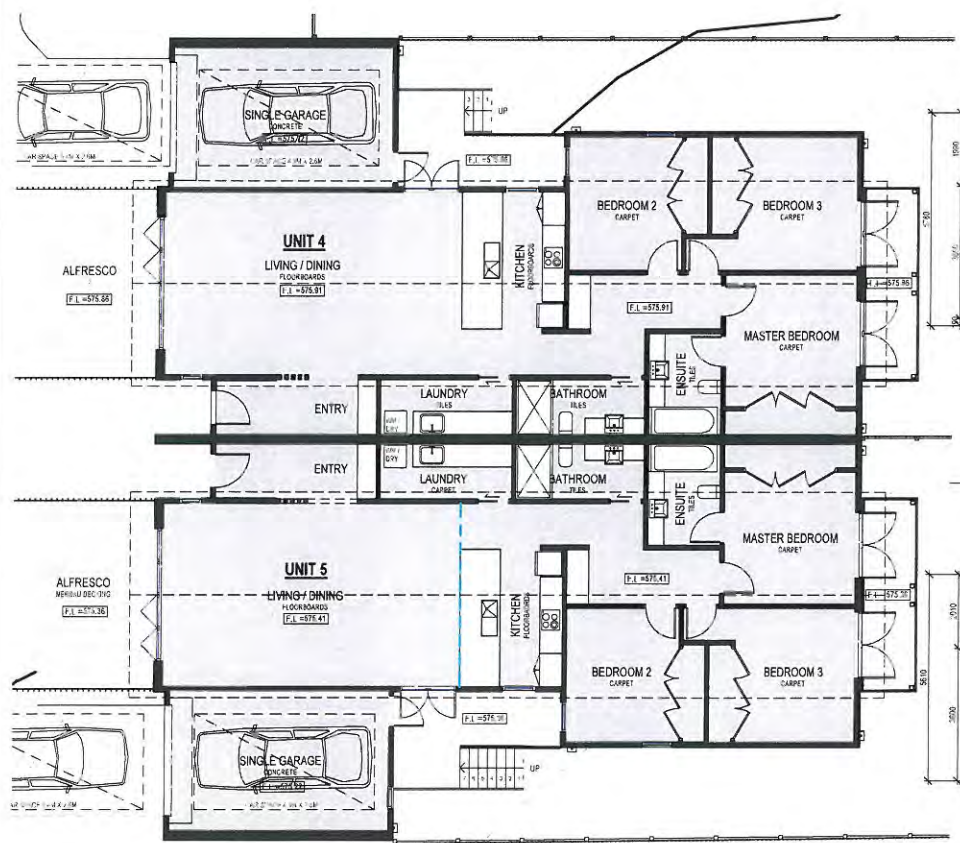
UNIT 3 - EAST ELEVATION
SCALE: 1:100



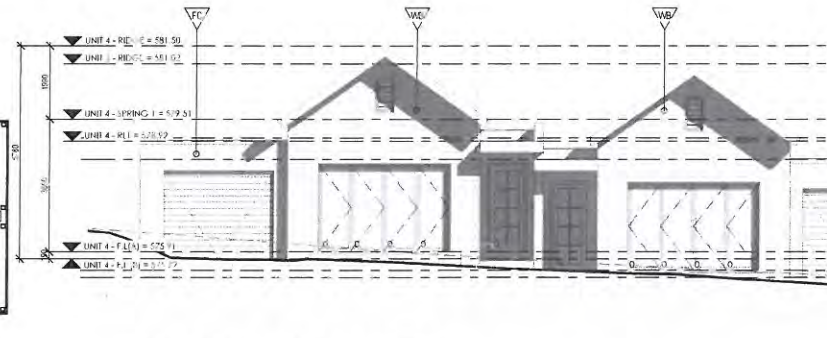
UNIT 3 - SOUTH ELEVATION
SCALE: 1:100



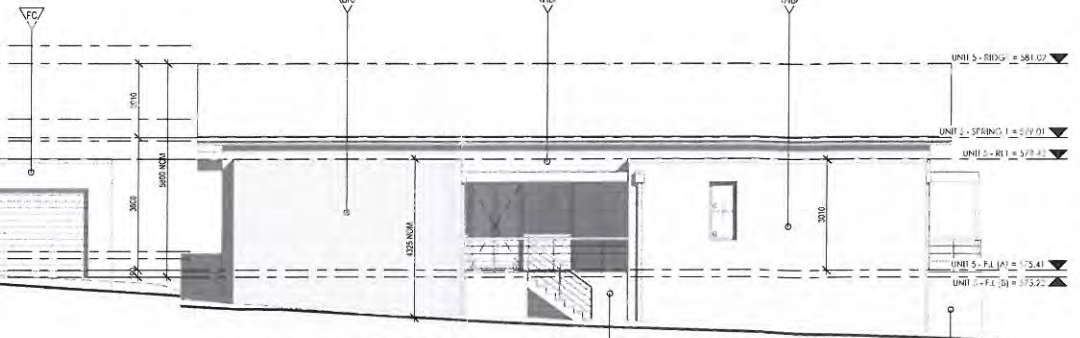
UNIT 3 - WEST ELEVATION
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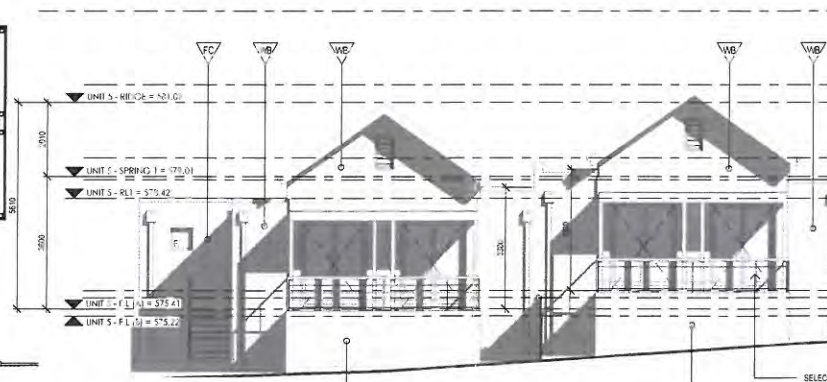
4/5 UNIT 4 / 5 FLOOR PLAN
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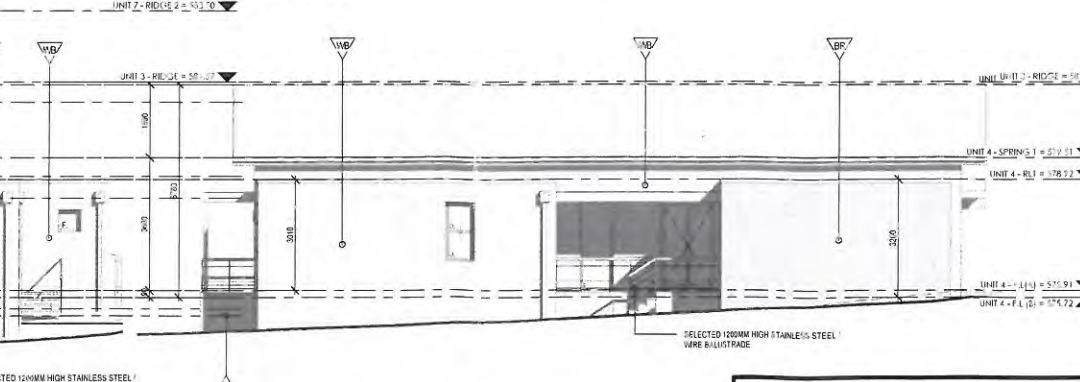
UNIT 4 / 5 - NORTH ELEVATION
SCALE: 1:100



UNIT 5 - WEST ELEVATION
SCALE: 1:100



UNIT 4 / 5 - SOUTH ELEVATION
SCALE: 1:100



UNIT 4 - EAST ELEVATION
SCALE: 1:100

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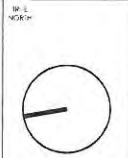


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REV	DATE	AMENDMENT

PROJECT
PROPOSED UNIT DEVELOPMENT
63 RAGLAN STREET
DAYLESFORD
VIC. 3460

CLIENT
SIMON CAREY

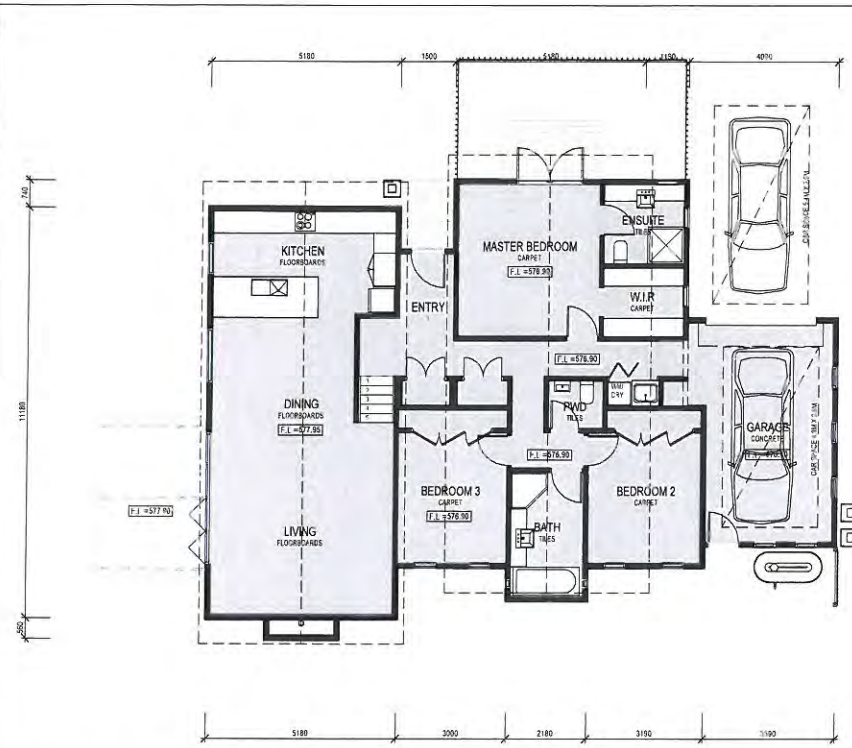


DRAWING TITLE
PROPOSED FLOOR PLANS & ELEVATIONS
- UNIT 3, 4 & 5
PROJECT TYPE
RESIDENTIAL DEVELOPMENT

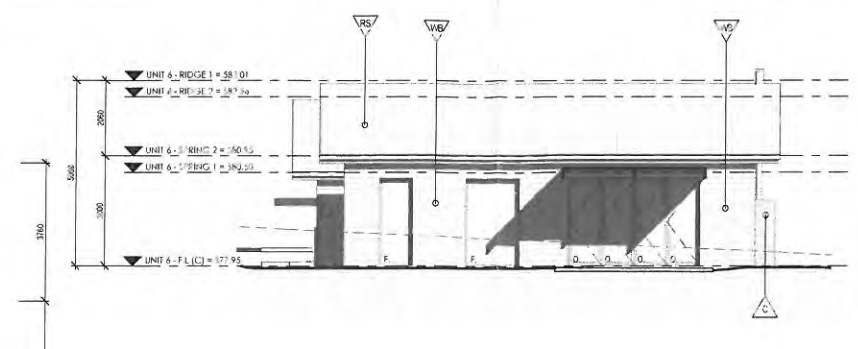
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DRAWN BY
A.H.D.
CHECKED BY
J.P.M.

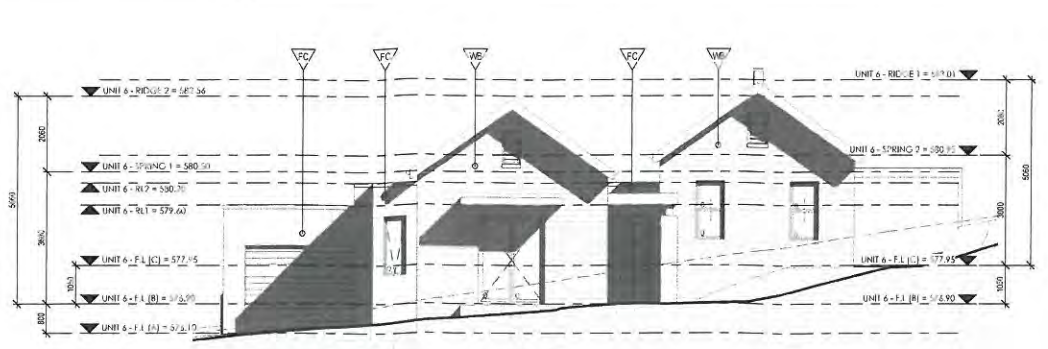
PROJECT NO.
63.17
DRAWING NO.
TP - 05
REVISION
B



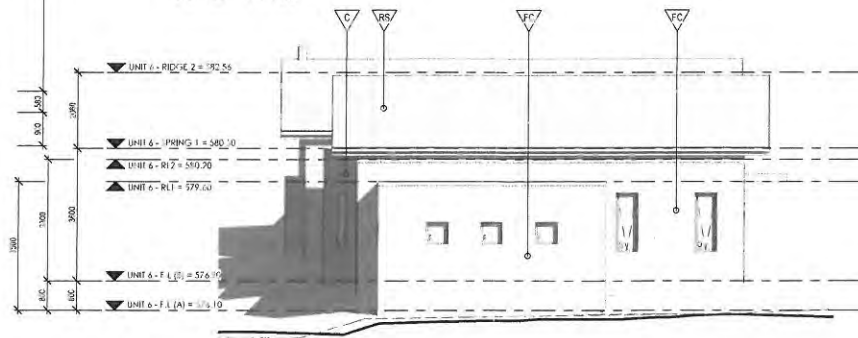
6 UNIT 6 - FLOOR PLAN
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UNIT 6 - NORTH ELEVATION
SCALE: 1:100



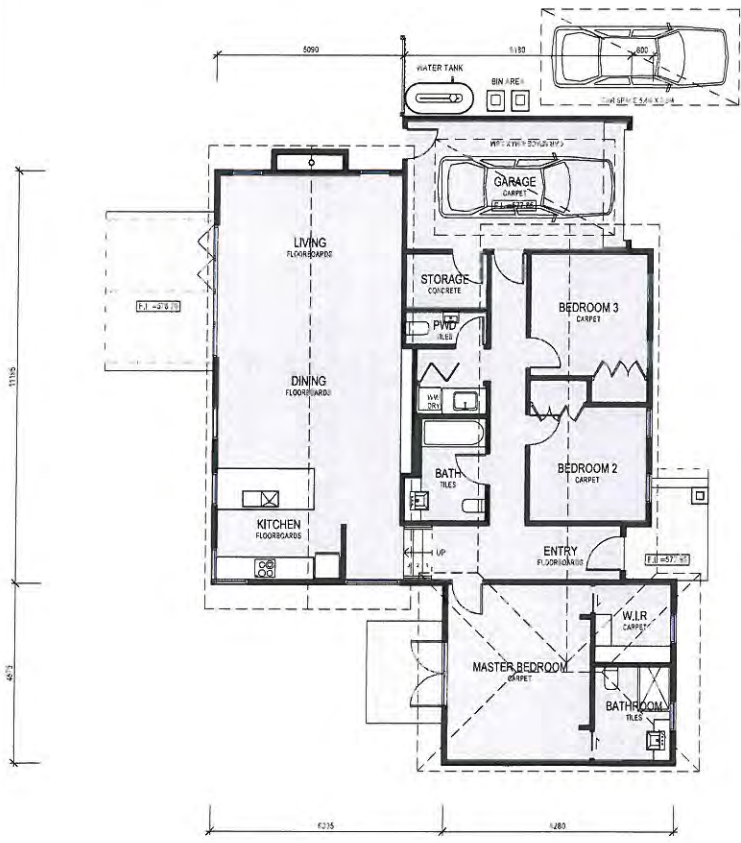
UNIT 6 - EAST ELEVATION
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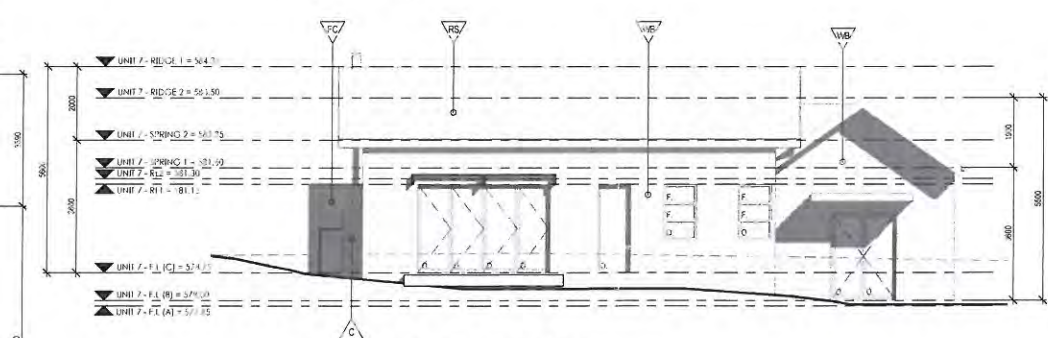
UNIT 6 - SOUTH ELEVATION
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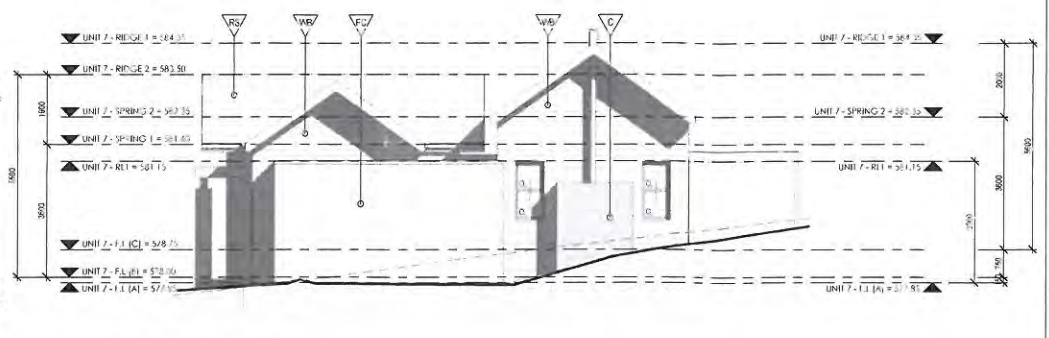
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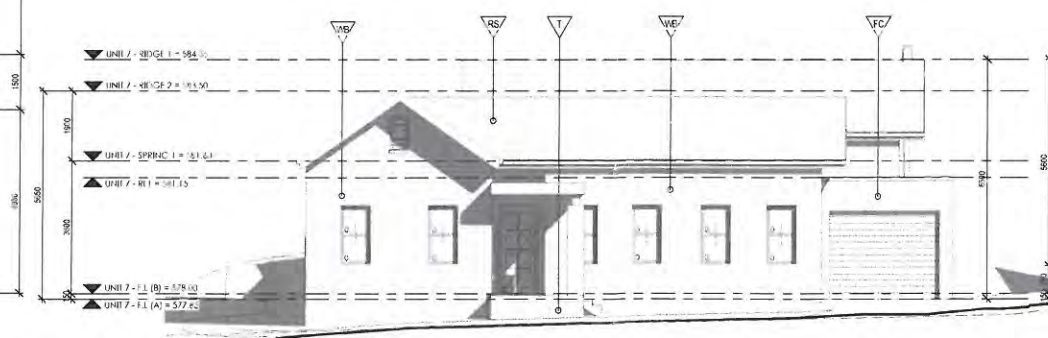
7 UNIT 7 FLOOR PLAN
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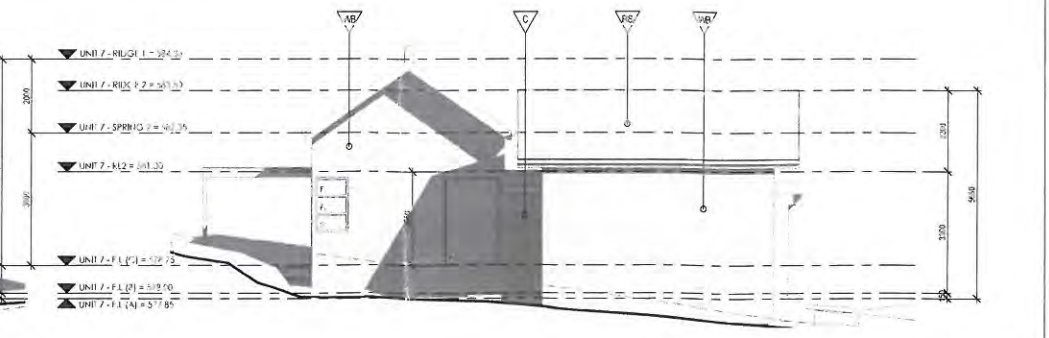
UNIT 7 - NORTH ELEVATION
SCALE: 1:100



UNIT 7 - EAST ELEVATION
SCALE: 1:100



UNIT 7 - SOUTH ELEVATION
SCALE: 1:100



UNIT 7 - WEST ELEVATION
SCALE: 1:100

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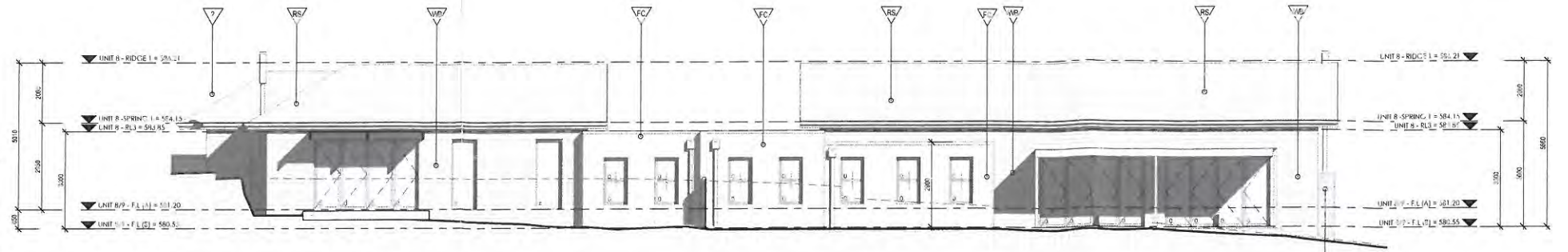
REV	DATE	AMENDMENT
A	2009/11/11	ISSUE FOR PERMIT APPLICATION
B	2009/11/11	ISSUE FOR PERMIT APPLICATION

PROJECT: PROPOSED UNIT DEVELOPMENT
63 RAGLAN STREET DAYLESFORD VIC. 3460

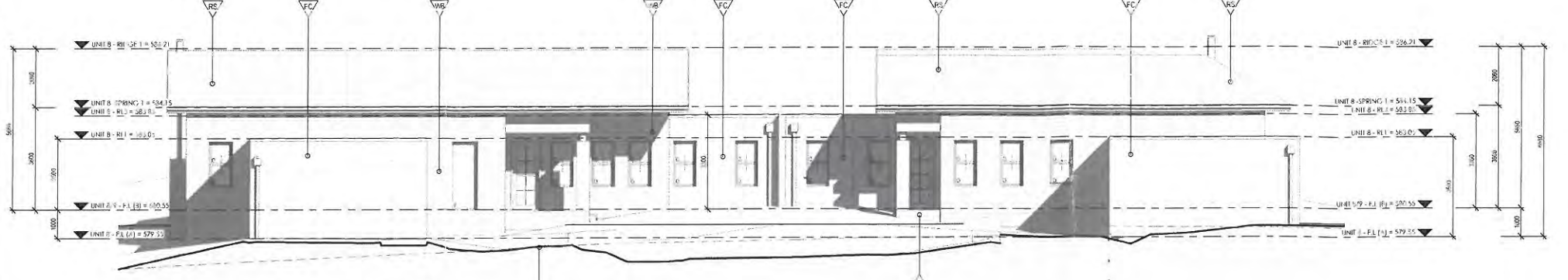
CLIENT: SIMON CAREY

PROJECTIVE: RESIDENTIAL DEVELOPMENT

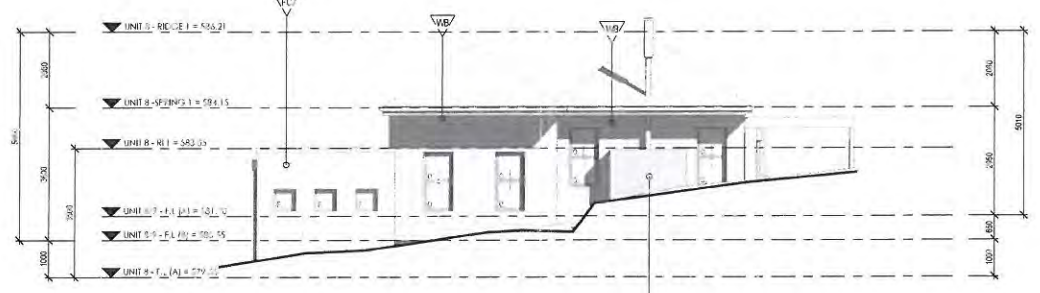
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ISSUE DATE: -	DESIGNING No: TP-06
DESIGNED BY: A.H.D.	REVISION: B
CHECKED BY: J.P.M.	



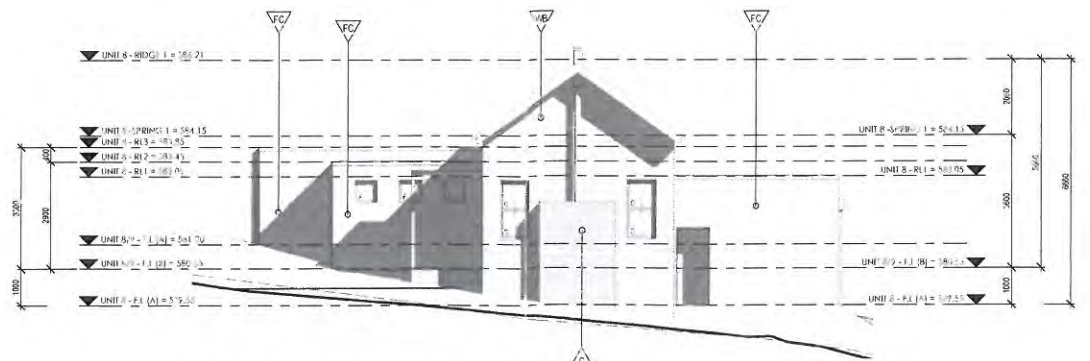
UNIT 8 / 9 - NORTH ELEVATION
SCALE: 1 : 100



UNIT 8 / 9 - SOUTH ELEVATION
SCALE: 1 : 100



UNIT 9 - EAST ELEVATION
SCALE: 1 : 100



UNIT 8 - WEST ELEVATION
SCALE: 1 : 100

PRELIMINARY
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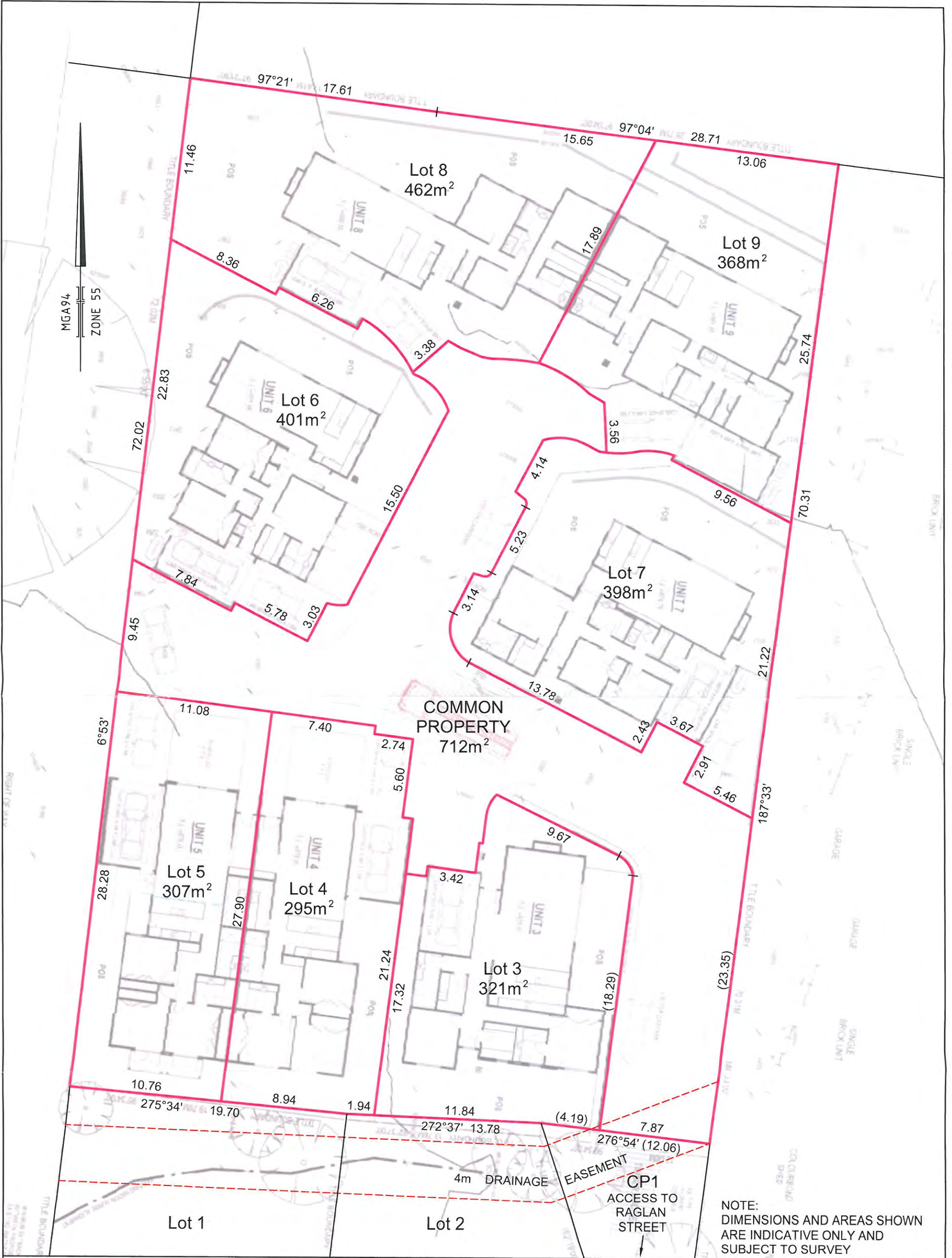
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PROJECT	PROPOSED UNIT DEVELOPMENT
CLIENT	SIMON CAREY
PROJECT TYPE	RESIDENTIAL DEVELOPMENT
DATE	
AMENDMENT	

PROJECT	PROPOSED UNIT DEVELOPMENT
CLIENT	SIMON CAREY
PROJECT TYPE	RESIDENTIAL DEVELOPMENT
DATE	
AMENDMENT	

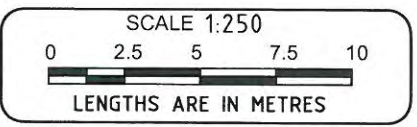
PROJECT	PROPOSED UNIT DEVELOPMENT
CLIENT	SIMON CAREY
PROJECT TYPE	RESIDENTIAL DEVELOPMENT
DATE	
AMENDMENT	

PROJECT NO.	63.17
DRAWING NO.	TP - 07
REVISION	B



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SURVEYORS REF. 1201128 ORIGINAL SHEET SIZE A3
VERSION 01
SURVEYOR: - CHECKED: NH
DRAWN: KM DATE: 04/11/14



PLAN OF PROPOSED SUBDIVISION
PARISH OF WOMBAT
SECTION 2
Lot S2 on PS618650P
63A Raglan Street, Daylesford

CAD REFERENCE: X:\12\1201128\Drawings\1201128pp.dwg

10.2. PLANNING APPLICATION 10152.01 FOR THE CONSTRUCTION OF A NEW 2.1M FRONT FENCE AT 4 RAGLAN STREET, DAYLESFORD

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 for the construction of a new 2.1 metre front fence.

BACKGROUND

The land is zoned General Residential Zone (GRZ) and is subject to an Environmental Significance Overlay – Schedule 1 & 2 (ESO1 & ESO2) and a Heritage Overlay – Schedule 698 (HO698), Daylesford Railway Precinct.

The trigger for the planning permit for a fence is the Heritage Overlay.

The application was referred to Council's Heritage Advisor who objects to the granting of a permit.

The application is exempt from advertising/notification.

ISSUE/DISCUSSION

It is proposed to construct a 2.1m high metal palisade type fence, consisting of round spear headed narrow dowels (noted on the plans as 'pickets'), spaced 100mm apart and powder coated in a windspray colour.

State and local Planning Policy supports development that is sympathetic to the recognised heritage significance of the precinct.

Clause 15.03-1 refers to Heritage Conservation and includes in its objective to ensure the conservation of places of heritage significance. The heritage precinct encourages low rise open style fencing. The proposed design, height and materials of the proposed fence is not an appropriate design in this setting and introduces a new element that is not consistent and encouraged within this precinct.

Clause 21.09 refers to the Environment and Heritage and seeks to recognise and protect heritage assets within the Shire while promoting appropriate development opportunities and maintaining the integrity of localities and precincts with important heritage character. In addition, heritage conservation seeks to ensure new buildings and works are in keeping with the heritage and townscape character in regard to building height, bulk, form, colours, finishes and design.

The site falls within Daylesford Neighbourhood Character Precinct 11 which includes in its 'preferred neighbourhood character statement' to encourage low front fences and buildings and works to be sympathetic to the historic precinct.

The proposed front fence, being of metal construction to a height of 2.1m is not sympathetic to the historic precinct and is contrary to the Heritage and Neighbourhood Character outcomes outlined in the planning scheme.

Zoning and Overlay Provisions

The site is located within a General Residential Zone. A planning permit is not triggered for a fence under the zone provisions.

The land is affected by Environmental Significance Overlay – Schedule 1 & 2 (ES01 & ES02). A planning permit is not triggered under this overlay for a fence.

The land is affected by Heritage Overlay – Schedule 698 (HO 698) which refers to Daylesford Railway Heritage Precinct. Clause 43.01-1 of the Heritage Overlay requires a permit to construct a fence. The purpose of the Overlay includes:

- *To conserve and enhance those elements which contribute to the significance of heritage places.*
- *To ensure that development does not adversely affect the significance of heritage places.*

Decision guidelines are set out in Clause 43.01-5 and include the following as relevant to the assessment of the application:

- *The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *Whether the location, bulk, form and appearance of the proposed building is in keeping with the character and appearance of adjacent buildings and the heritage place.*
- *Whether the proposed works will adversely affect the significance, character or appearance of the heritage place.*

The Railway Precinct (HO 698) statement of significance encourages works which are sympathetic to its historic character. The importance of the heritage precinct relies on its symbolic role as a spectacular landscape setting and main road entrance and access into the heart of Daylesford from Castlemaine and Melbourne/Woodend. The general appearance of Raglan Street is dominated by its soft landscape, avenue of trees, open low fencing and large mature gardens.

As already stated in the report, the proposed fence is considered inappropriate in terms of its size, form and materials at this location. The fence is considered not to complement or enhance the character of the area and is contrary to the open style,

low rise fencing encouraged and reinforced in the Heritage Overlay and within the Neighbourhood Character Precinct.

Council's Heritage Advisor recommends that the fence be modified and designed as a traditional timber picket fence (pickets 75mm wide with 50mm gaps between the pickets, flat topped or angled) and painted a cream finish to a height of 1.5m-1.7m. The proposed 2.1m metal powder coated fence is not appropriate in this location for the following reasons:

- The proposed design of the fence does not contribute to or enhance the heritage character of a place, setting and heritage precinct, at the entrance to the historic town of Daylesford, along one of the most spectacular Avenues of Honour in Hepburn and in the setting of Raglan Street.
- The dimensions, materials and siting of the fence is out of context with the soft rural landscape character of the area, other low and timber fencing along the street and adjacent buildings.
- The location has a residential appearance and historically, fencing was of a height and type that permitted views into and out of the property. Retaining this established pattern of fencing is important for the distinctive appearance of the significant values of the heritage overlay.
- The proposed fence should be consistent with the dimensions and elements of the contributory significance within the heritage overlay. Disruptive new infill elements in this streetscape that are out of character with the existing harmonious views should be avoided.
- The proposed fence is very industrial. It will be located in front of a wide apron of concrete/carparking. This creates a hard surface interface with the street pavement deep swale drain and mature Avenue of Honour street trees.

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

Possible appeal costs at Victorian Civil and Administrative Tribunal.

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

Not applicable

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Not applicable

CONCLUSION

The proposed fence is considered contrary to the State and Local Planning Policy Framework and in particular the objectives and outcomes sought by the Heritage Overlay and the Daylesford Neighbourhood Character Overlay, Precinct 11 of the Hepburn Planning Scheme.

OFFICER'S RECOMMENDATION

The application being exempt from notification and review pursuant to Clause 43.01-3 and having considered all the matters required under Section 60 of the Act decides to issue a **Notice of Refusal** under the provisions of Clause 43.01-1 of the Hepburn Planning Scheme in respect of the land known and described as 4 Raglan Street, Daylesford for the construction of a 2.1m front fence with the application dated 24/11/2015 subject to the following grounds:

- 10.2.1 The proposed front fence is contrary and inconsistent to the objectives and decision guidelines of the Heritage Overlay and the Daylesford Neighbourhood Character Precinct 11.
- 10.2.2 The proposed front fence will adversely affect the character and appearance of the heritage precinct.

MOTION

*The application being exempt from notification and review pursuant to Clause 43.01-3 and having considered all the matters required under Section 60 of the Act decides to issue a **Notice of Refusal** under the provisions of Clause 43.01-1 of the Hepburn Planning Scheme in respect of the land known and described as 4 Raglan Street, Daylesford for the construction of a 2.1m front fence with the application dated 24/11/2015 subject to the following grounds:*

- 10.2.1. *The proposed front fence is contrary and inconsistent to the objectives and decision guidelines of the Heritage Overlay and the Daylesford Neighbourhood Character Precinct 11.*
- 10.2.2. *The proposed front fence will adversely affect the character and appearance of the heritage precinct.*

Moved: Councillor Neil Newitt

Lapsed.

MOTION

The application being exempt from notification and review pursuant to Clause 43.01-3 and having considered all the matters required under Section 60 of the Act decides to issue a **Planning Permit** under the provisions of Clause 43.01-1 of the Hepburn Planning Scheme in respect of the land known and described as 4 Raglan Street, Daylesford for the construction of a 2.1m front fence with the application dated 24/11/2015 subject to the following conditions:

10.2.1. **LAYOUT NOT ALTERED**

The development as shown on the endorsed plans must not be altered without the written consent from the Responsible Authority.

Notes:

This permit will expire if the permitted development is not started within two years of the date of this permit, or is not completed within four years of that date.

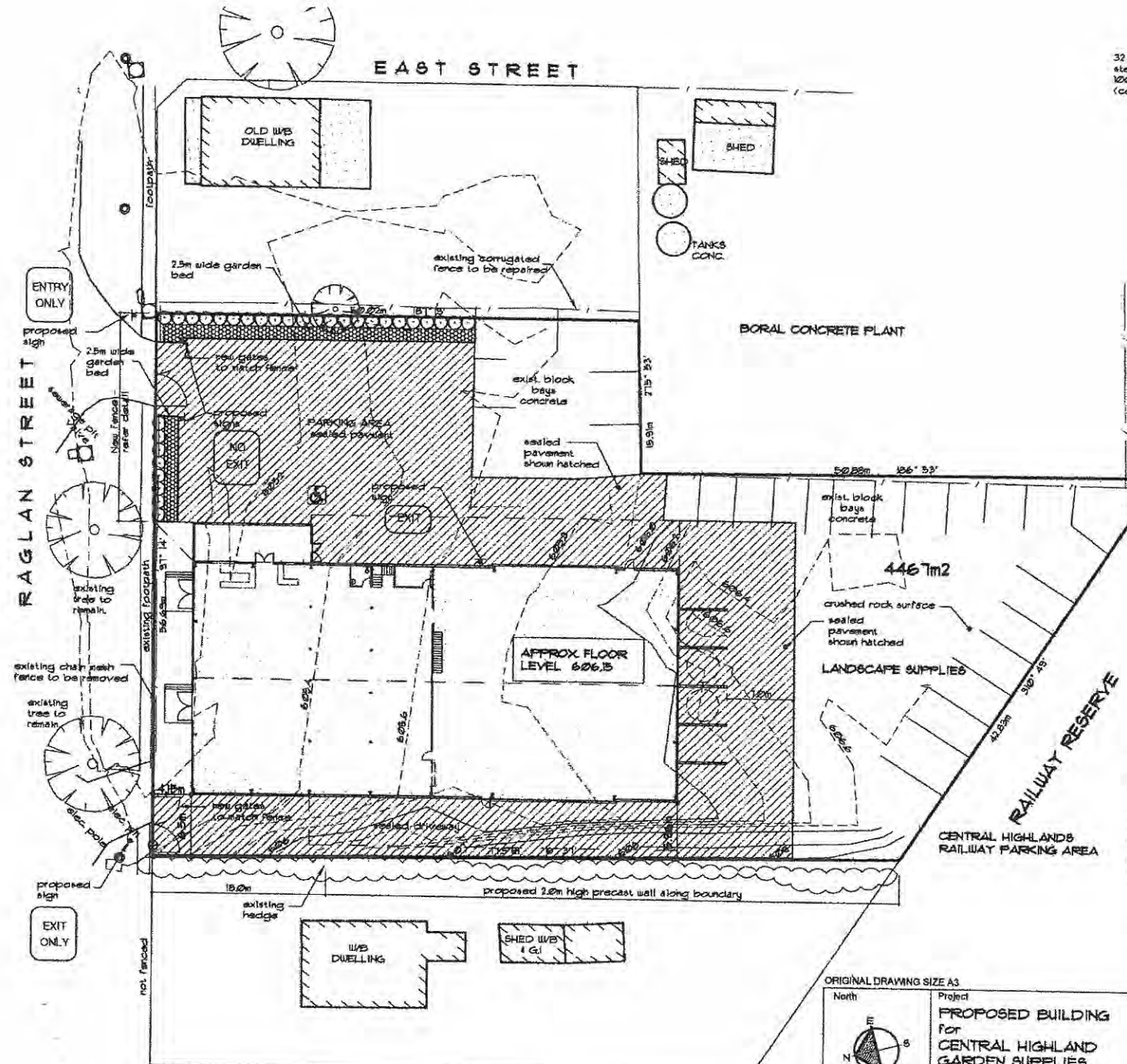
The responsible authority may extend these periods if a request is made in writing before the permit expires, or:

- *Within six months afterwards if the development has not been started.*
- *Within twelve months afterwards if the development started lawfully before the permit expired.*

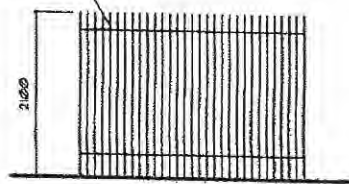
Moved: Councillor Pierre Niclas
Seconded: Councillor Don Henderson
Carried.

Councillor Bill McClenaghan returned to the meeting at 7:42pm.

ATTACHMENT 2 - PROPOSED SITE PLAN – 4 RAGLAN STREET,
DAYLESFORD



32 Outside diameter steel pickets at 100 cts. (color windpray)



PROPOSED FENCE DETAIL
SCALE 1:100

GARDEN BEDS (2.5m WIDE)
 ○ row of acrifera (acorus atlantic)
 ■ evergreen hedge (1.2m high)

SITE ANALYSIS	
SITE AREA	446 m ²
BUILDING	1354 m ²
CARPARKING TABLE	
PRODUCE	10% OF SITE
PARKING REQUIRED	44 m ²
PARKING PROVIDED	45 m ²

PROPOSED SITE PLAN
SCALE 1:400

6.05.0 - existing contours
SITE NOTES
 The builder shall check and verify all dimensions, setbacks, levels and specifications and all other relevant documentation prior to commencement of any works, report all discrepancies for clarification.
 EXISTING SERVICES ARE NOT SHOWN ON THESE DRAWINGS. IT IS THE RESPONSIBILITY OF THE OWNER/BUILDER TO LOCATE ALL SERVICES UNDER AND AROUND PROPOSED WORKS AREA.

FOR PLANNING PERMIT USE ONLY

ORIGINAL DRAWING SIZE A3

North 	Project PROPOSED BUILDING FOR CENTRAL HIGHLAND GARDEN SUPPLIES at 4 RAGLAN STREET DAYLESFORD	Campaspe Drafting 313 Edgecombe Road, Kyneton, 3444. Postal : PO box 530, Kyneton 3444 Phone/Fax : 5422 2209 Email : campaspe_drafting@bigpond.com	Drawn ALAN HARBOURD DP-AD 16041	Job No. 1263
	Drawing Title PROPOSED SITE PLAN	Date DEC 12	Sheet A2	Rev C

REV C - December 2014, fencing details for planning permit.

11. OFFICERS' REPORTS

11.1. RESPONSE TO PETITION - SAVE THE DAYLESFORD POOL (AND SURROUNDS)

CHIEF EXECUTIVE OFFICER

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

PURPOSE

The purpose of this report is for Council to consider the Save the Daylesford Pool (and Surrounds) petition requesting Council to withdraw the proposed plans for the Hepburn Hub and recommence community consultation as tabled at the Ordinary Meeting of Council on 17 February 2015.

BACKGROUND

Council received the petition at the Ordinary Meeting of Council held on Tuesday 17 February 2015. The petition has 417 signatures and reads:

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

The proposed plans for the Hepburn Shire Hub are not acceptable. The Daylesford Memorial Pool site is an important community asset and should not be used for office space or a new library.

Withdraw the proposed plans and recommence community consultation'.

Council resolved that it:

- 9.1.1. *Receives the Save the Daylesford Pool (and Surrounds) Petition requesting Council to withdraw the proposed Hepburn Community and Council Services Hub plans and recommence community consultation and notes that the petition lay on the table for one month.*
- 9.1.2. *Refers the petition to the Chief Executive Officer for preparation of a report for consideration at the March 2015 Council Meeting.*
- 9.1.3. *Advises the head petitioner of the above process.*

ISSUE/DISCUSSION

The Hepburn Community and Council Services Hub ('the Hepburn Hub') project was approved as part of the 2013/14 Council Budget. The project seeks to improve services shire wide and integrate Council services to achieve cost savings and reduce Council's environmental impact.

The first phase 'Sites and Spaces' involved meetings with 13 key community and council groups, distribution of over 500 flyers, online information, over 200 attendees at a two day 'Sites and Spaces' community consultation event, five workshops and an online OurSay forum with 367 votes from 85 people.

The outcomes from the 'Sites and Spaces' phase, taking into account all feedback, was presented at the 17 June 2014 ordinary meeting of Council. At that meeting, Council resolved to proceed to the concept design and detailed feasibility phase at the Daylesford Town Hall site (including pool surrounds). At that stage, it was recognised that the site did represent a compromise on space, but on balance it presented the best overall outcome.

The current phase involves developing and refining a concept plan. The concept is refined by taking into consideration all feedback received, as well as findings from detailed investigations and independent cost estimates.

A first set of concept plans have been presented to the community for feedback through a community consultation process. Feedback has been sought and received using a range of methods, including in-person discussions, hard copy feedback forms, emails, letters, Facebook comments, and the petition received last month.

In response to concerns with the first concept plans, in particular the toddlers' pool and green space, three additional drop-in consultation sessions have been held in January and February. These have allowed us to get a greater understanding of the concerns. The following table outlines concerns and the options Council is considering for responding to them:

Concerns	Response Options
Loss of Toddlers' Pool	The next revision of the concept plans will definitely include a Toddlers' Pool
Loss of Green Space	The next revision will seek to: <ol style="list-style-type: none"> 1. increase the green space area around the pool; and 2. include a moveable fence for "summer" mode and "off season" mode to achieve a significant increase in public space year round.
Tall Building Next to the Pool	The next revision will seek to: <ol style="list-style-type: none"> 1. eliminate the ability to view down to the pool from the building; and 2. reduce the bulk of the building.

Concerns	Response Options
Inappropriate in Heritage Streetscape	A full Heritage Impact Statement is being prepared by an independent consultant in accordance with the advice of Council's Heritage Advisor. The concept plans will be modified to achieve a balance between the heritage values of the building and streetscape and the aims of the project.
Loss of Trees in Pool Grounds	The next revision will seek to include more trees in the pool grounds.
Insufficient Parking	A detailed parking study and assessment is being undertaken to identify current demand, additional need for an expanded building on the site and options for providing the parks to meet the additional need.
The Facade is Ugly / Not Suitable	The external facade of the building is flexible to change. The indicative image in the concept design can and will be modified as the project progresses into detailed design.
The Hub will be too Expensive	An updated cost estimate and revision of the business case, including potential further grant income sources, is being completed. This will confirm both the cost savings and the costs associated with this project, and the options to meet those costs without increasing rates.

All feedback from the community has been recorded and will be used by Council and ClarkeHopkinsClarke Architects to refine and update the concept plans. This is the current focus for the project.

There is no need to withdraw the first concept plans. They will be revised and updated as originally planned. The next steps for discussing revised plans with the community were communicated to Council at the 17 February 2015 meeting.

It is not anticipated that community consultation will be recommenced. Consultation commenced in December 2013. Consultation will continue until the project concludes.

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: Implement the Hepburn Council Services and Community Hub Business Case and Design Project.

FINANCIAL IMPLICATIONS

The planning, concept and detailed design phases of this project are funded in Council's budget by a combination of State Government funding – \$150,000, and Council's contribution – \$100,000.

Since day one of the project, the Hepburn Hub has aimed to make long-term cost savings for rate-payers, while improving services. Funding will include state and federal government grants, proceeds from the sale of surplus Council property and a long-term loan. By developing an integrated facility and rationalising assets, an overall cost reduction is achievable for rate-payers.

RISK IMPLICATIONS

This project is significant and complex, and has project delivery risks that need to be managed. Consequently, a detailed risk management plan has been prepared. This plan is continually monitored, updated and is used to inform the actions taken throughout the process.

In addition, this project seeks to address a number of long standing risks to Council's operations, including:

- Non-compliance with access requirements (e.g. disability) for staff and members of the public resulting in legal liability and inability to use facilities
- Future escalating costs from having a number of assets to deliver the same services or assets that are not fit-for-purpose
- Libraries in Creswick and Daylesford that are too small to service the growing demand into the future resulting in a decrease in patronage
- Poor reputation of Council resulting from a low level of environmental sustainability performance of its buildings.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

The project seeks to achieve benefits across environmental, social and economic areas. The Hepburn Community and Council Services Hub will deliver improved Council services and community outcomes, will be more cost efficient for Council

and its ratepayers, will be accessible to all and will demonstrate the highest levels of environmental sustainability.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

This project has included, and continues to include, a wide range of community engagement processes in order to understand community views and make changes to address them:

- Key stakeholder consultation – current facility issues and needs
- Hepburn Hub website – project information, plans and comments
- Community Event and Workshops – project information, displays and workshop sessions and seeking input about concept plans
- OurSay Forum - community ideas, comments and voting
- Drop-in sessions and workshops - community ideas, comments and feedback
- Hard copy feedback forms with drop boxes at the Daylesford Town Hall and Daylesford Library
- Shire News, Facebook page and The Advocate - providing information and advising dates for consultation sessions.

CONCLUSION

The Hepburn Hub first concept plans have generated significant community interest and provided a range of feedback, including this petition. This feedback is essential to achieving a facility that meets the needs of our diverse community into the future and is being used to revise the concept plans. Revised concept plans will enable Council to continue the conversation and work towards a concept that balances the aims of this project.

OFFICER'S RECOMMENDATION

That Council:

- 11.1.1 Notes the steps being undertaken to respond to ideas and concerns raised during the Hepburn Hub consultation to date, in order to present revised concept plans to the community.
- 11.1.2 Writes to the head petitioner to advise of the above actions.

MOTION

That Council:

- 11.1.1. *Notes the steps being undertaken to respond to ideas and concerns raised during the Hepburn Hub consultation to date, in order to present revised concept plans to the community.*
- 11.1.2. *Writes to the head petitioner to advise of the above actions.*

Moved: Councillor Pierre Niclas
Seconded: Councillor Sebastian Klein
Carried.

11.2. HEPBURN SHIRE LIBRARY SERVICES – FIVE YEAR SERVICE LEVEL AGREEMENT WITH CITY OF BALLARAT

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 for Council to authorise the Chief Executive Officer to enter into a five year Service Level Agreement with the City of Ballarat for the procurement of library services, following approval from the Minister for Local Government.

BACKGROUND

In June 2011, the Central Highlands Regional Library Corporation was disbanded. Following an exemption from the Minister (under section 186 of the *Local Government Act 1989*), Council procured library services from the City of Ballarat for the 2011-2012 financial year through a one year Service Level Agreement (SLA).

In 2012, Council applied to the Minister for Local Government to extend the SLA for an additional 3 years. This was granted on 13 November 2012 and ends on 30 June 2015.

ISSUE/DISCUSSION

Since Council took over direct management of Hepburn libraries, there has been a substantial increase in visits, loans and memberships:

	2011/12	2012/13	2013/14
Visits - increase on previous year	5.5%	26.7%	11.1%
Loans - increase on previous year	4.8%	15.3%	5.9%
Members - percentage of population	33%	34%	38%

There has also been significant improvement to service levels across our libraries including:

- Replacing the mobile library stop of 2 hours a fortnight with a branch library at Trentham open 15 hours per week.
- Increased opening hours at Clunes from 13.5 hours per week to 36 hours per week.
- We are currently upgrading the library in Creswick which will mean it goes from operating 21 hours per week to 40.5 hours per week.

In addition to the improved service outcomes, financially Council's library services are now more efficient. In the final year of the Corporation model, the cost to Council per library visitor was \$4.87. Since changing to the new model, this cost has significantly reduced. The table below shows the cost per library visitor for each financial year from 2010/11 to 2013/14.

	2010/11	2011/12	2012/13	2013/14
Cost per library visitor	\$4.87	\$4.30	\$4.22	\$4.43

Through the SLA, the City of Ballarat provides the following services:

- an integrated library management system, procurement of shelf ready resources,
- movement of library materials state wide,
- website and social media updates and
- the ability to purchase additional services as requested/required.

Since entering into an SLA with the City of Ballarat, the cost to purchase their services has also reduced:

2012/13 Actual - \$153,937

2013/14 Actual - \$148,420

2014/15 Budget - \$150,072 (\$59,978.19 Actual spend to Dec 2014).

Given the success to date of this model for delivering library services, it is proposed that Council enters into a further five year agreement with the City of Ballarat.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2013:2017:

Strategic Objective – Active and Engaged Communities (Community Services)

Key Strategic Activity:

5. Develop Hepburn's libraries as welcoming, multi-functional spaces that assist in the provision of integrated Council services and ensuring that vibrant and diverse programs and collections are maintained.

FINANCIAL IMPLICATIONS

City of Ballarat has provided a draft budget for the first year of this agreement (2015/16) of \$148,908. It is expected the cost of this service (maintaining current level of service provided) would increase annually by CPI (assumed 3%). Across the five year period this would result in the following costs:

2015/16 - \$148,908

2016/17 - \$153,375

2017/18 - \$157,976

2018/19 - \$162,716

2019/20 - \$167,597.

RISK IMPLICATIONS

Ballarat's estimates are based on all Central Highlands Libraries (CHL) participating Councils continuing to purchase services. If some council's choose another option, costs are likely to increase. All CHL Councils have indicated that they will enter into the five year Service Level Agreement with the City of Ballarat.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Hepburn Shire Libraries are greatly valued by residents, with Hepburn Shire membership being made up of 38% of the population.

Libraries assist in ensuring greater equity of access to information for residents and have a strong role in strengthening communities.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

There will be no change to services provided to the community as a result of entering into this agreement with City of Ballarat.

CONCLUSION

Providing library services co-operatively with other councils results in efficient and cost-effective service delivery for residents. By entering into a further five year agreement with City of Ballarat, the residents of Hepburn Shire will continue to receive a high quality and cost effective library service.

OFFICER'S RECOMMENDATION

That Council:

- 11.2.1 Authorises the Chief Executive Officer to seek an exemption from the Minister for Local Government under Section 186 of the Local Government Act 1989 to procure library services from the City of Ballarat for five years 2015-2020.
- 11.2.2 Authorises the Chief Executive Officer to sign the Service Level Agreement 2015-2020 between City of Ballarat and Hepburn Shire Council once the Ministerial exemption is received.

MOTION

That Council:

- 11.2.1. *Authorises the Chief Executive Officer to seek an exemption from the Minister for Local Government under Section 186 of the Local Government Act 1989 to procure library services from the City of Ballarat for five years 2015-2020.*
- 11.2.2. *Authorises the Chief Executive Officer to sign the Service Level Agreement 2015-2020 between City of Ballarat and Hepburn Shire Council once the Ministerial exemption is received.*

Moved: Councillor Sebastian Klein

Seconded: Councillor Greg May

Carried.

ATTACHMENT 3 - DRAFT SERVICE LEVEL AGREEMENT



SERVICE LEVEL AGREEMENT 2015 -2020

For PROVISION OF LIBRARY SERVICES

By CITY OF BALLARAT

To HEPBURN SHIRE COUNCIL

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Central Highlands Libraries(CHL) Service Level Agreement

1. Legislative Framework

The Central Highlands Libraries Group operates under State legislation – the Victorian Local Government Act 1993 as well as the Local Laws of each Council.

2. Central Highlands Libraries Governance

The Central Highlands Libraries Group is administered under this Service Level Agreement (SLA) (2015 -2020) between the City of Ballarat Council and the Councils of Ararat, Central Goldfields, Hepburn, Moorabool, Pyrenees and Southern Grampians. This Agreement prescribes governance and management processes, responsibilities of members and financial arrangements.

3. Service Level Agreement Objectives

The purpose of the SLAs between the City of Ballarat and Member Councils is to ensure consistency, equity and transparency of library service provision to member Councils, and as a mechanism to measure outputs against inputs and to provide value for money for services.

The SLA process consists of 3 stages:

- Stage 1** - **Identifying core services and negotiable services**
- **Establishing agreed responsibilities for all parties to the agreement**
- Stage 2** - **Negotiating agreements**
- Stage 3** - **Reporting**

4. Service Level Agreement Agreed Principles

The following set of core principles is associated with this service level agreement.

- 4.1 Minimum standards have been developed for CHL products and services, these standards are in relation to the following and are outlined in Appendix 1
- Provision of an integrated library management system
 - Website and social media updates
 - Procurement of Shelf Ready resources
 - Movement of library materials
- 4.2 In areas of service provision where it is either impractical or impossible to establish meaningful unit costing (e.g. administrative services), costs will be allocated to member Councils on a per capita basis.
- 4.3 Member Councils may purchase additional products and services beyond their level of contribution by negotiation.
- 4.4 Capacity for process review and service improvement has been built into the SLA model.
- 4.5 This Agreement operates under a user pays arrangement; an indication of costs will be given to each Member Council before the start of each financial year based on the previous year's expenditure.
- 4.6 Performance indicators have been developed for provision of products and services from City of Ballarat. These may include timelines, quality and/or quantity, depending on the service in question, these indicators are outlined in Appendix 1.
- 4.7 Adherence to agreed levels of service from the City of Ballarat is dependent upon timely payment of invoices by Member Councils
- 4.8 Services will be delivered on a pro-rata basis for the period of the Agreement and according to appropriate timeframes; with invoicing of service charges to member Council processed each quarter and a final invoice at year end to adjust all outstanding costs.
- 4.9 City of Ballarat will not be held responsible for any delay or interruption in service caused by third party providers, such as SIRSI, website hosts, book suppliers, book processing, carriers, newsagents supplying magazines and the like.

5. Responsibilities of City of Ballarat

City of Ballarat will:

- 5.1 Develop a SLA for all member Councils.
- 5.2 Adhere to the terms of the SLA.
- 5.3 Provide reports on a quarterly basis and on request to member Councils on the status of SLAs and the performance of library services to the region.
- 5.4 Conduct reviews with individual Member Councils, as required

6. Responsibilities of Central Highlands Libraries Member Councils

- 6.1 Member Councils will adhere to terms of the SLA with City of Ballarat
- 6.2 Member Councils will make prompt payment of all invoices.

7. Reporting

A Library Management group consisting of representation from all Member Councils will meet on a quarterly basis where:

- 7.1 City of Ballarat will report on the performance of service delivery to the region
- 7.2 All parties will focus on the strategic direction of library services for the region
- 7.3 Reporting requirements to external bodies will be recorded with copies to Member Councils e.g. DTPLI, State Library Victoria, SWIFT, PLVN
- 7.4 Issues and/or concerns relating to the brand of CHL can be raised and discussed and escalated to senior management of relevant Councils as required.
- 7.5 Issues/concerns between individual Member Councils and City of Ballarat will be discussed separate to the Library Managers group

8. Entry/Exit of parties

- 8.1 New Councils seeking membership to Central Highlands Libraries will be considered.
- 8.2 Existing parties seeking to exit this agreement will be required to give a minimum of 6 months' notice prior to budget preparations for the next financial year
- 8.3 If the City of Ballarat incurs costs relating to the exit of any party, these costs will be transferred to the exiting party

9. Agreement

The undersigned representatives of City of Ballarat and XXX agree with the terms, conditions and content of the City of Ballarat Library Service Level Agreement for the period 1 July 2015 – 30 June 2020.

Signed:

Date:

CEO

City of Ballarat

Signed:

Date:

CEO

Hepburn Shire Council

APPENDIX 1

City of Ballarat

Library Service Level Agreements– Core and Additional Services

1. City of Ballarat Libraries Administration

The City of Ballarat Administration provides support functions and undertakes the general management and administration of Central Highlands Libraries group. Service provision is divided into the areas of:

- 1.1 Administration**
- 1.2 Collection Services**
- 1.3 IT Services in relation to provision of an Integrated Library Management System and website/social media updates**
- 1.4 Information Services**
- 1.5 Community Learning, Programs and Promotions (optional)**

City of Ballarat will not be held responsible for any delay or interruption in service caused by third party providers such as SIRSI Dynix, website hosts, book suppliers, book processing, carriers, newsagents supplying newspapers and carriers

1.1. Administration

Administration services:

- a) Support of the Central Highlands Libraries Management Group
- b) Development, application and maintenance of library policy specific to library services but not specific to each Member Council policies and strategy. These policies to be adopted by each Member Council
- c) Development and monitoring of accounts
- d) Developing, implementing and reporting of SLAs
- e) Membership and representation for CHL to external organizations and associations

In addition if required:

- f) Emergency relief staffing can be provided where possible and on request but cannot be guaranteed
- g) City of Ballarat provides professional advice for future planning of library services
- h) City of Ballarat can provide support for any community consultations on individual library services
- i) City of Ballarat can assist with recruitment and PD development
- j) Provide and support individual training programs

<i>Service</i>	<i>Performance Indicator</i>
Provide a written report and presentations when necessary to the quarterly meetings of the CHL Library Management Group each year	<ul style="list-style-type: none">▪ Timely, quality, advice with no significant oversights provided on a quarterly basis
Provide Key Performance Indicators to Member Councils	<ul style="list-style-type: none">▪ KPIs reported quarterly to Member Councils through the Library Management Group on a quarterly basis
Member Councils review performance of their library services and give feedback	<ul style="list-style-type: none">▪ Reviewed quarterly through the Library Management Group
Strategic and future planning for library services	<ul style="list-style-type: none">▪ Reported quarterly through the Library Management Group

1.2. Collection Services

Collection Services are provided in partnership as follows:

- a) Development, maintenance and application of a CHL Collection Development Policy
- b) Administration of strategic procurement of shelf-ready collection resources

- c) Development and application of internal and external KPIs for collection supply and performance with procurement agencies
- d) Maintenance of the CHL online catalogue
- e) All Member Councils to have representation on the Collections Working Group to ensure decisions on collection development are meeting the needs of individual Council communities across the region

Service	Performance Indicator
Shelf-ready provision of collection items funded from each of the Member Council contributions	<ul style="list-style-type: none"> ▪ Items are distributed either directly from the supplier or from City of Ballarat Libraries central admin. within 10 days of receiving ▪ No. of new items: % against previous year of new items + target ▪ Reported quarterly + as an annual figure
Intra Library Loans provided through the SWIFT consortium	<ul style="list-style-type: none"> ▪ Items are ready for dispatch from Ballarat Library Admin. within 24 hours of arrival ▪ Supply of Intra Library Loans (SWIFT) is dependent on availability from the library of origin
Shelf-ready processing of donated items not funded from each Member Council's collection resources budget: <ul style="list-style-type: none"> ▪ No charge for processing of donations equalling up to 2% of total number of new items allocated in the previous year ▪ A schedule of shelf-ready processing fees is applied to donations above the SLA threshold 	<ul style="list-style-type: none"> ▪ 100% of donations processed within 8 weeks of receipt ▪ Externally funded collection items processed within 4 weeks of receipt

Note 1 – there is a cost attached to processing donated items, and all member libraries must be judicious about which donated items are added to the library collection. In order to control this area of cost, it is proposed to limit the amount of donated material that will be processed at no charge to 2% of the new items acquired (on average) by each library in the previous year. For example, if 1,000 items were acquired by a member library in the previous year, they would be entitled to have 20 donated items processed free of charge in the current year.

All donations are added in consultation with the Collections Manager in keeping with the Collection Development Policy and to maintain the level of quality of the overall collections.

1.3. Information Technology Services

Member Councils manage and support their own Information Technology (I.T.) for library service provision across the region by providing and maintaining I.T. hardware and software to operate the Sirsi Dynix library management system and coordinating any support issues relating to other hardware and software such as RFID. It should be noted that City of Ballarat manages the library management system and website. Provision and maintenance of all public access and/or library staff computers and associated support is the responsibility of each member Council.

<i>Service</i>	<i>Performance Indicator</i>
Library Management System (LMS) provided through SWIFT by City of Ballarat to CHL group	<ul style="list-style-type: none"> ▪ LMS hardware and software managed and maintained in accordance with City of Ballarat and Sirsi Dynix operational requirements on an annual and ongoing basis
Library Management System (LMS) licences are supplied by City of Ballarat and purchased by Member Councils	<ul style="list-style-type: none"> ▪ Licences are maintained in support of LMS operations on an annual basis by City of Ballarat
Library Management System (LMS) support enquiries and response time Global LMS problems are resolved by COB and LMS supplier	<ul style="list-style-type: none"> • Library Management System - response times by COB within 1 working day during business hours

Localised ICT problems with LMS are the responsibility of each member Council After hours procedures are the responsibility of each member Council	
LMS Procedural guides	<ul style="list-style-type: none"> ▪ Procedural guides will be provided to all member Councils
LMS Statistical Reports	<ul style="list-style-type: none"> ▪ Requests for LMS statistical reports will be fulfilled within 2-5 working days depending on the detail of any report requested
Induction training on LMS for all new staff	<ul style="list-style-type: none"> ▪ City of Ballarat will provide this training as required
PC Booking System software by Envisionware	<ul style="list-style-type: none"> ▪ Installed on staff and public PCs ▪ Licences paid by each member Council

DRAFT

1.4. Information Services

Information Services are provided as follows:

1. Facilitating physical access to information services
2. Facilitating remote access to information services and databases
3. Developing information services skills for all CHL group staff appropriate to the needs of their clients

<i>Service</i>	<i>Performance Indicator</i>
Extended information requests that cannot be satisfied at the member library	<ul style="list-style-type: none">▪ Acknowledgement within 2 working days▪ Response/resolved within 5 working days
Provision of databases Review of electronic databases to be completed on an annual basis with recommendations	<ul style="list-style-type: none">▪ Report on usage of databases▪ Breakdown of usage to be provided if available▪ Review completed

1.5. Community Learning, Programs and Promotions (optional)

Learning programs and promotional services can be provided as follows, and as required by each Member Council:

- Children's and youth programs and services
- Adult programs and services
- Media releases content/information
- Co-ordination of public training programs
- Development of library cards and brochures
- Provision of children's storytime kits
- Development of internal exhibitions and displays
- Co-ordination of external exhibitions and displays
- Co-ordination of book launches and other events
- Programming development with Member Councils as required

Hepburn Library Service Level Agreement		Budget 2015/2016
Expenditure		
Outreach Services		
Programs/Promotion		
ILL		75
Database subscriptions		5,693
Administration		
Admin staff costs		36,000
Casual Staff Costs		
Superannuation		2,700
WorkCover premium.		800
Memberships		
Debt collection		1,200
Licences/Permits		240
Advertising		
Postage		1,300
Printing & Design		1,000
Stationery		370
Freight		15,000
Plant and equipment running costs		-
Meeting expenses		70
Collection Services		
Processing		12,018
Magazines/Newspapers		7,000
e resources		9,887
Information Technology		
Library Management System		6,300
Training		
Staff training		-
Sub-Total		99,653

Capital Expenditure	
Lending Materials	42,799
Income	
Grants - Premiers Reading Challenge	6,456
Capital Expenditure Total	148,908
Income	
Premiers Reading Challenge	- 6,456
Total	142,452

11.3. SMEATON COMMUNITY PLAN 2015

GENERAL MANAGER COMMUNITY SERVICES

In providing this advice to Council as the Community and Cultural Development Officer, I Kate Gerritsen have no interests to disclose in this report.

PURPOSE

The purpose of this report is for Council to note the Smeaton Community Plan developed between September-December 2014 by members of the Smeaton Community and facilitated by Hepburn Shire Council.

BACKGROUND

The community of Smeaton has worked with Hepburn Shire Council staff in 2014 to develop a Community Plan to identify community priorities and explore opportunities for action and positive change to enhance the well-being of their community. The Community Plan has been developed in accordance with the Hepburn Shire Community Planning Strategy adopted by Council in August 2014.

The process of developing an inaugural Community Action Plan for Smeaton included:

- A meeting with community members to develop a community engagement strategy for the Smeaton Community Plan project
- A community survey mailed to all residents in the locality of Smeaton
- A community conversation day at the Smeaton Community Centre on 26 October 2014 (attendance: 26 residents)
- Residents meeting on 19 November 2014 (attendance: 27 residents)
- An online survey/poll (to determine the top three priority projects, 40 responses).

The Smeaton Community Plan documents all the thoughts and ideas recorded during the community planning project.

ISSUE/DISCUSSION

The three top priority projects voted by the Smeaton community are:

1. Develop a community park including carving of Captain Hepburn and recognising the Traditional Owners
2. Fix up and improve the recreation reserve including tennis courts
3. Create a community centre at the old Smeaton School.

Smeaton residents are interested in seeking support from Council and the local community for implementation of priority number one in 2015/16.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2013:2017:

Strategic Objective – Active and Engaged Communities

Key Strategic Activity:

1. Work with communities to support communities and residents to implement community driven projects through community planning.

FINANCIAL IMPLICATIONS

The Smeaton Community will work with Council Officers to further develop a project plan for priority project number one. A financial contribution from Council to implement the project will be sought.

The Smeaton Community will work with Council Officers to put in an application for a \$5,000 grant to the community planning fund for a small project noted in the Community Plan.

RISK IMPLICATIONS

The Community Planning Strategy has been used to develop the Smeaton Community Plan. The Strategy clearly sets out the roles and responsibilities of Council and communities and provides a mechanism for communication between parties. In doing so, it reduces the risk of unmet expectations in the community.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Community planning provides a forum for public participation where community members identify who they are, what is important to them in their region and what they would like to see happen in the future. As such, the program aims to deliver inclusive engagement methods that result in diverse participation.

The Community Planning Policy and Strategy recognise that communities who are empowered to act on what is important to them are stronger and more successful. Social impacts of community planning in Smeaton will be monitored by Council Officers to improve community planning across the Shire into the future.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

- Council Officers worked closely with community members in Smeaton from September to December 2014 to develop the inaugural Smeaton Community Plan. This included community input into the development of a community engagement strategy for the Smeaton Community Plan project.

- Consultation included a community survey mailed to all residents in the locality of Smeaton, community meetings as detailed above and an online survey.

CONCLUSION

The Community Planning Strategy has been employed to create a new community plan for Smeaton. Smeaton residents actively participated in the creation of the Smeaton Community Plan and look forward to implementing projects that have been nominated by their community as priorities. The Smeaton Community Plan assists Council to understand community priorities and include these in Council planning processes.

OFFICER'S RECOMMENDATION

11.3.1 That Council notes the completed Smeaton Community Plan 2015.

MOTION

11.3.1. *That Council notes the completed Smeaton Community Plan 2015 and recommends that the Smeaton community includes the Anderson's Mill Festival in the plan.*

Moved: Councillor Don Henderson

Seconded: Councillor Neil Newitt

Carried.

ATTACHMENT 4 - SMEATON COMMUNITY PLAN 2015

The background image shows a large, multi-story brick building with a grey roof and a white porch, situated behind a green lawn. A tall, thin tree stands in the center, and a large, leafy tree is on the left. The sky is blue with some clouds. The text 'SMEATON COMMUNITY PLAN 2015' is centered in white, with horizontal lines above and below it.

SMEATON
COMMUNITY
PLAN
2015



INTRODUCTION

The Smeaton community with the support of Hepburn Shire Council staff has worked in 2014-15 to develop a Community Plan to identify community priorities and explore opportunities for action and positive change to enhance the well-being of their community.

The Smeaton Community Plan is a documentation of all the thoughts and ideas recorded during the community planning project.

DEVELOPING THE SMEATON COMMUNITY PLAN

As part of the process to develop an inaugural Community Action Plan for Smeaton in 2014 a community survey was mailed out asking residents what they value about the town and what they felt needed improving. After compiling these results a community conversation day was held at the Smeaton Community Centre on 26 October 2014, 26 residents attended to add their ideas about what priority projects are important to the community and for a BBQ and a spot of bowls! After compiling all priority projects residents met on 19 November 2014 and voted via an online survey on their top three priority projects.

VALUES, VISION AND CONCERNS FOR SMEATON

► Values

The values that are appreciated about Smeaton are:

• Community Spirit

The community has a can-do attitude reflected in positive community events. People are friendly and respect difference.

• History and Heritage

Smeaton was the home of Captain Hepburn from which Hepburn Shire takes its name. Smeaton was also an important gold mining area

• Landscape and Environment

Smeaton is surrounded by significant and picturesque natural features

► Vision

The vision for Smeaton is a place where:

- Community cohesion exists and people look after each other
- Aspects that the community values are retained and protected
- People can live peacefully and enjoy quiet country living
- The community works together to achieve common goals
- Everyone feels welcome and included

► Concerns

The main areas that were highlighted for change were:

- The former Smeaton School grounds
- Council services in general
- Trees - maintenance and consistency of type around the town
- Road maintenance
- Community spaces - parks or reserves
- Noise and smells from local industry
- Anderson's Mill - community access and upkeep by Parks Victoria

PRIORITISED PROJECTS – ACTION PLAN

Below is a listing of the top three prioritised projects that were voted on by the Smeaton Community.

All projects that received votes have been listed on the page to the right.

These projects are considered as the main initiatives for the Smeaton Community to work on from 2015 onwards.

Smeaton Parkland

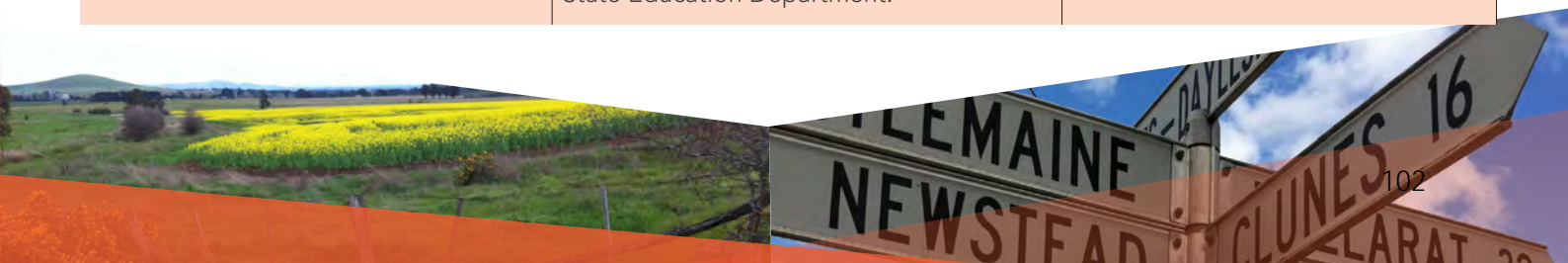
Project Description	Next steps	Partners
Develop a community park including carving of Captain Hepburn and recognising the Traditional Owners 12 votes	A plan has been developed by Friends of Smeaton. Next steps are to revise the plan and create a map with prioritised items the park will include. This can be presented to Councillors and other potential project partners. Council are enquiring about use of road reserve land. Funding will be needed to develop this project as well as an understanding of management responsibilities for the reserve.	<ul style="list-style-type: none"> • Friends of Smeaton • Hepburn Shire Council • Vic Roads • Local business support

Recreation Reserve Project

Project Description	Next steps	Partners
Fix up and improve the recreation reserve including tennis courts 8 votes	The current recreation reserve is owned and managed by Hepburn Shire Council. Council and the community have recognised that the facility could be improved, of particular note for improvement are toilets, tennis courts, cricket nets and regular maintenance of the oval area. Next steps include community members gathering more information about improvements needed and Council investigating cost of works.	<ul style="list-style-type: none"> • Hepburn Shire Council • Friends of Smeaton and/or a new working group for the Rec Reserve • Local business support

Old Smeaton School Community Centre

Project Description	Next steps	Partners
Create a community centre at the old school - could include indoor and outdoor recreation areas, library, community gardens, men's shed, playground, wifi 8 votes	The Department of Education has indicated that the old Smeaton School is surplus to their needs. The State Government will offer the school for sale first to State/Local Government, then for private sale, if unsold it may be offered for community use. Next steps for the community is to increase advocacy to the State Education Department.	<ul style="list-style-type: none"> • State Education Department • Hepburn Shire Council • Friends of Smeaton and/or a new working group • Local business support





OTHER PROJECTS / INITIATIVES

Below is a list of other projects and initiatives that were raised throughout the community planning process and the number of votes received. If a project was raised but no votes received it is not included here.

- ▶ Restrict the noise and smell from local industry 6
- ▶ Reshape street trees 6
- ▶ Mow and clean up fire hazards in Back Hepburn Road, around school and at the Mill 5
- ▶ Relocate the community recycling shed 4
- ▶ Plant more trees in line with the English setting 4
- ▶ Improve the bridge at Anderson's Mill 4
- ▶ Increase gatherings that are inclusive and and social events 3
- ▶ Build a big sound barrier around UniGrain 3
- ▶ Find funding for youth activities 2
- ▶ Improve Daylesford-Clunes Road 2
- ▶ Install bins in the township area 2
- ▶ Instigate more community activities (eg summer outdoor movies) and create access to at the Mill 2
- ▶ Implement a rubbish collection 2
- ▶ Fix the roads (Elizabeth Stree, Mullers Lane, and Creswick-Allendale Road get a special mention) 2
- ▶ Make a men's shed at the old school 1
- ▶ Create a community website and noticeboard 1
- ▶ Implement a monthly market 1
- ▶ Encourage businesses to open on weekends 1

COMMUNITY CONTACTS

Friends of Smeaton

An inclusive group welcoming all residents of Smeaton and surrounds to join in progressing projects for the benefit of the local community.

Contact: Ron Cosgrave

cosgravefamily@bigpond.com

facebook.com/FriendsOfSmeaton

Smeaton CFA and Junior CFA

Local branch of the Country Fire Authority.

Contact: Ron Cosgrave

cosgravefamily@bigpond.com

Blampied Korroocheang Landcare Group

Contact: Brian Rowe

rowebw1@bigpond.com

northcentral.landcarevic.net.au/

blampied_korroocheang

Smeaton Bowls Club and Community Centre

Local Bowls Club and community venue for hire featuring meeting spaces and indoor court.

Contact: Winston Pickering

christa@fallingleaves.com.au

ABOUT SMEATON

Smeaton is located in a geologically significant region north of Creswick along the Creswick-Newstead Road.

Smeaton is renowned for cropping and mixed farming is also home to many small-scale and hobby farmers. Smeaton has two major industries trading agricultural produce locally, nationally and internationally. Smeaton was one of the earliest towns settled in the region in 1838 by Captain John Hepburn. The town features historic places including Anderson's Mill, a bluestone mill and the Cumberland Hotel built in 1860 which still operates as a pub today.

The community of Smeaton actively organise events and celebrations such as the 175th anniversary of Smeaton held in October 2013 which attracted more than 200 people.

At the time of the 2011 Census Smeaton had 279 residents and 85 families. The median age of residents was 49 with children aged 0 - 14 years making up 16.1% of the population and people aged 65 years and over 19.6% of the population.

Over 33% participated in voluntary work through an organization or group, significantly higher than the state average, while the unemployment rate was 2.8%, almost 3% lower than Victoria's unemployment rate.

Major industries for employment include Sheep, Beef Cattle and Grain Farming, employing 30.7% of the towns population and two grain processing operations that employ over 80 people.

SMEATON

279



49

MEDIAN AGE

33%



PARTICIPATED IN VOLUNTARY WORK

2.8%

UNEMPLOYED



-  Community Service
-  Community Facility
-  Crown Land
-  Council Land
-  Area of potential change



WHAT IS COMMUNITY PLANNING?

The Hepburn Shire Council supports communities in the Hepburn Shire who wish to develop their own Community Plans. Community Planning is a process that is 'owned' by the community with Council available to play a facilitation role. Community Plans provide valuable input into Local, State and Federal Government planning.

Please note that all views and opinions expressed in this community plan are those of the community members who participated in developing the plan. They do not represent the views of Hepburn Shire Council staff, or its Councillors.

For more information contact
Hepburn Shire Council on 03 5348 1577

This community plan was developed by the community
of Smeaton in collaboration with:

Hepburn
SHIRE COUNCIL

Councillor Greg May left the meeting at 8:00pm and returned at 8:01pm.

Councillor Klein left the meeting at 8:01pm and returned at 8:03pm.

11.4. APPLICATIONS FOR APPROVAL TO OPERATE B-DOUBLE AND HIGHER MASS LIMIT VEHICLES ON LOCAL COUNCIL ROADS

GENERAL MANAGER INFRASTRUCTURE

In providing this advice to Council as the Project Engineer - Development, I Inoka Sanjeevanie have no interests to disclose in this report.

PURPOSE

The purpose of this report is for Council to consider applications for consent to use B-Double and/or Higher Mass Limit (HML) vehicles on local Council roads.

BACKGROUND

The following new referrals for consent to use HML and oversize vehicles on local Council roads have been received from the National Heavy Vehicle Regulator (NHVR) and VicRoads.

Ref	Organisation	Vehicles	Roads	Load Type	Time Frame as per Application
New Requests					
31887	a. MT & C Hanrahan Pty Ltd	HML	Local roads in Dean, Mollongghip and Newlyn localities	General freight	28/01/15 – 28/01/18
33327	b. Clear Water Logging & Transport	B-Double at HML	Cabbage Tree Road, Codes Forest Road, Spring Gully Road, Spring Gully Alternative Road, Mosquito Road, Ascot Road, Reed Street, Temple Road, Pollards Road, Water Street, Moore Street, Lees Street, Brackenbury Road, Miner's Gully Road, St Georges Lake Road, Blue Gum Road	Logging	19/02/15 – 19/02/18

Ref	Organisation	Vehicles	Roads	Load Type	Time Frame as per Application
33388	c. Venmoore Pty Ltd	B-Double at HML	Burma Rd, Telegraph Rd, Cemetery Rd, Old Midland Hwy, Cabbage Tree Rd, Codes Forest Rd, King Street, Alfred Street, Bridge Street, Smokeytown Rd, Spring Gully Rd, Spring Gully Alternative Rd, Mosquito Rd, Bald Hills, Ascot Rd, Bald Hills, Reed Street, Ellis Rd, Temple Rd, Pollards Rd, Water Street, Moore St, Lees St, Brackenbury Rd, Miner Gully Rd, St Georges Lake Rd, Blue Gum Rd, Slade Rd Mount	Logs	20/02/2015 – 20/02/2018
V14541	d. Harbrew Pty Ltd	HML	Suburban St and Victoria St in Clunes	Indivisible load	27/02/2015 – 27/02/2016

NEW REQUESTS

a. MT & Hanrahan Pty Ltd (Request Number 31887)

MT & Hanrahan Pty Ltd requests Council approval to use local roads in Dean, Mollonghip and Newlyn localities for travelling HML vehicles for transporting farm produce.

This operator has been granted Council consent previously to access various properties in the designated area on a demand basis at short notice.

In discussion with the applicant the number of expected vehicle movements is typically between 2 and 20 per year.

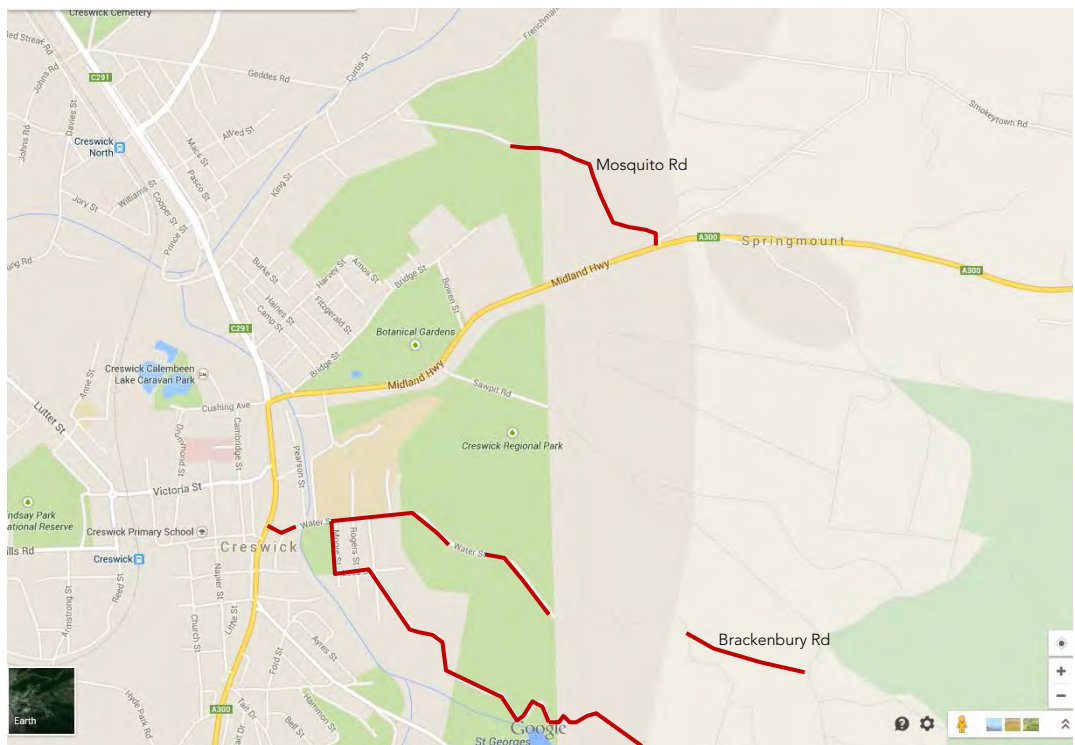
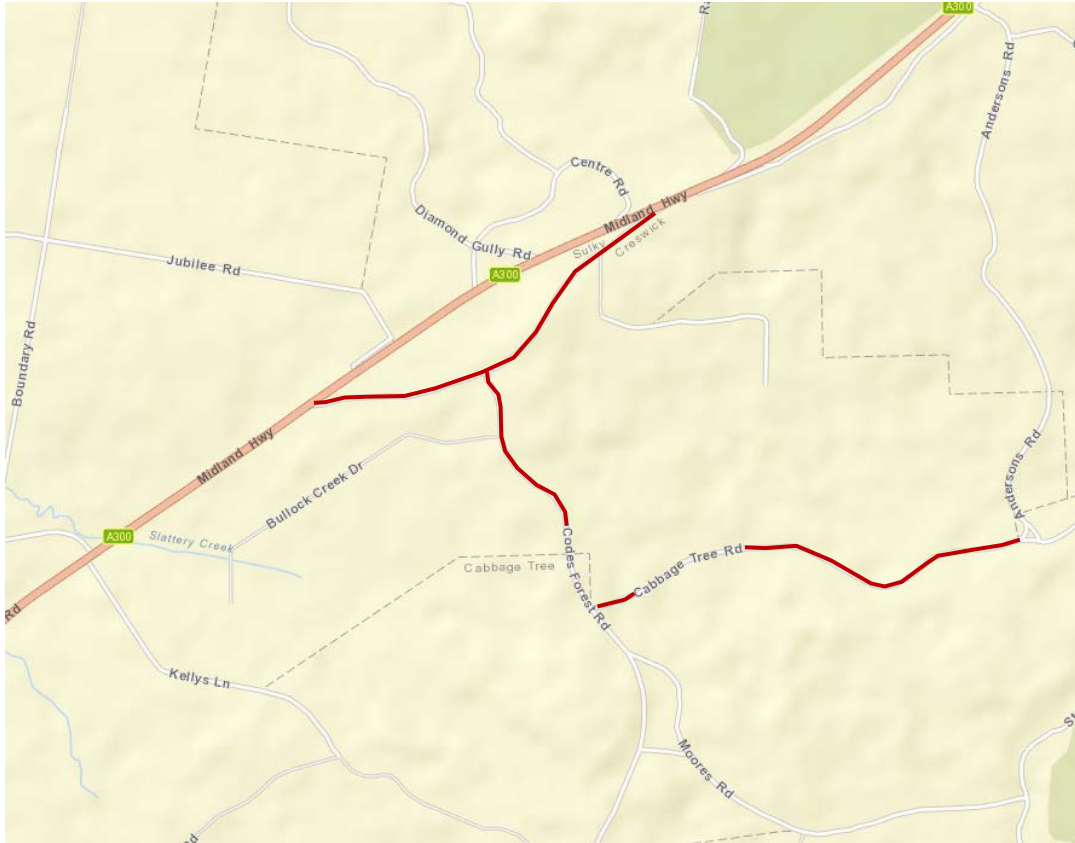
It is recommended that Council approves the use of HML vehicles on local roads within the designated area to MT & Hanrahan Pty Ltd subject to the following conditions:

- The path of travel must be the most direct available route to the arterial road network.
- Must not travel on a road, bridge or structure if it would exceed any sign posted mass or dimension limit.
- It is the responsibility of the permit holder to pay attention to:
 - Overhead cables
 - Overhanging trees
 - Steep inclines/declines, tight corners and narrow roads.
- Must not trim or remove any trees without all approvals being obtained.
- Hours of Operation shall be 7:00am to 6:00pm.

b. Clearwater Logging & Transport (Request Number 33327)

Clear Water Logging & Transport requests Council approval to use a number of roads as tabled in the 'Background' and shown on the following maps for B-Double access at HML for logging.

▶ ORDINARY MEETING OF COUNCIL
17 MARCH 2015





This is a new request and Clearwater Logging also holds a permit to use Water Street, Moore Street, Lees Street and St Georges Lake Road and Codes Forest Road for transporting logs.

Roads requested under this permit have been assessed as suitable for access by Heavy Vehicles.

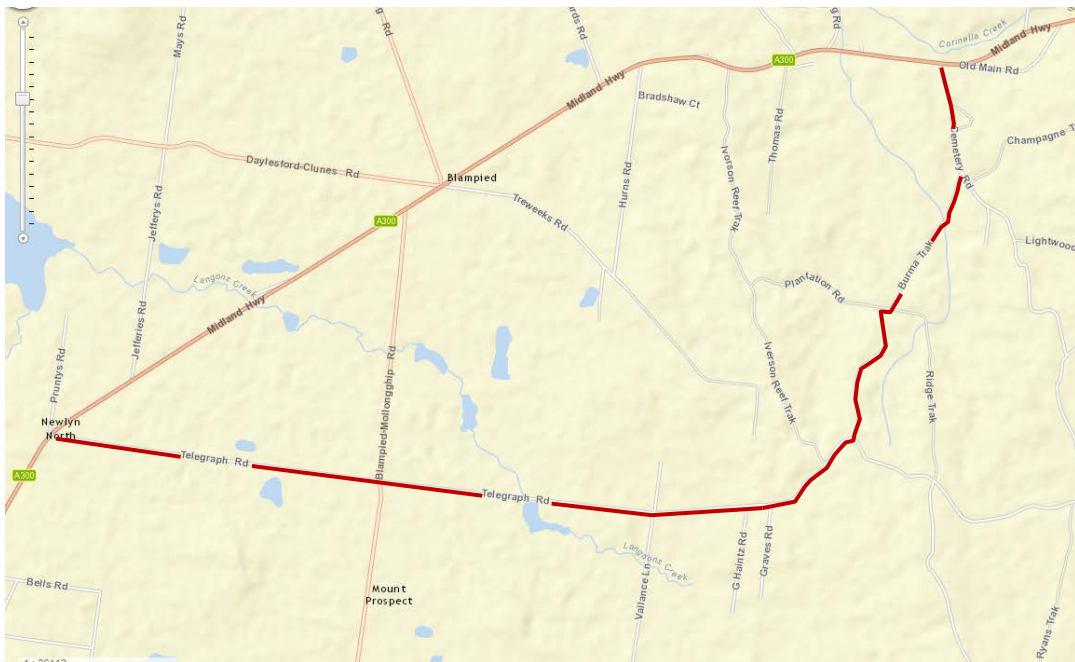
It is recommended that Council approves Clearwater Logging & Transport to use B-Double vehicles at HML on local roads subject to the following conditions:

- It is the responsibility of the permit holder to pay attention to:
 - Overhead cables
 - Overhanging trees
 - Steep inclines/declines, tight corners and narrow roads.
- Must not trim or remove any trees without all approvals being obtained.
- Hours of Operation shall be 7:00am to 6:00pm.
- The use of compression brakes is to be avoided.

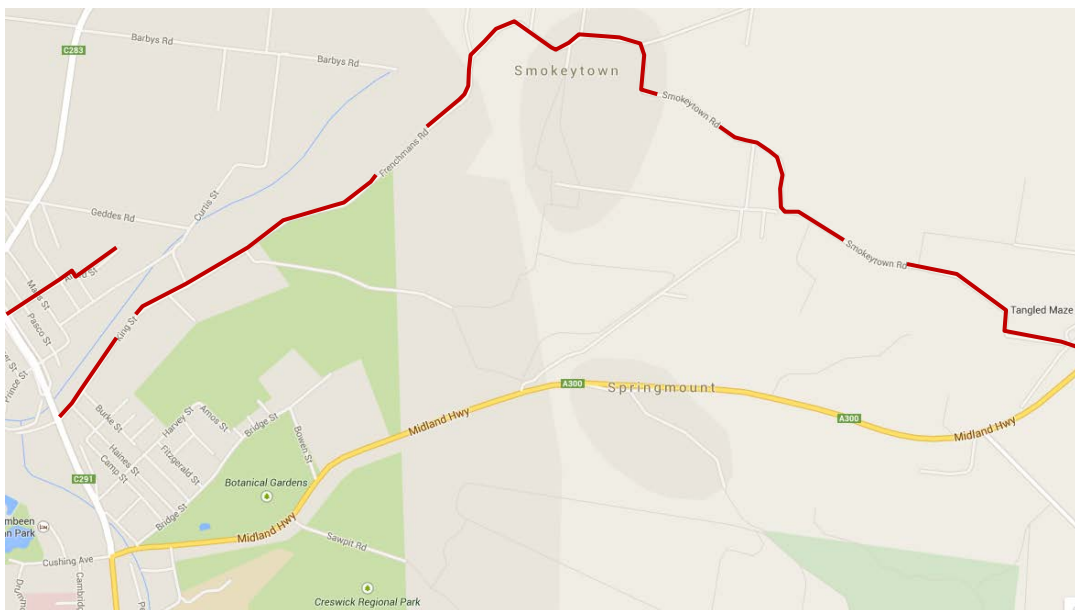
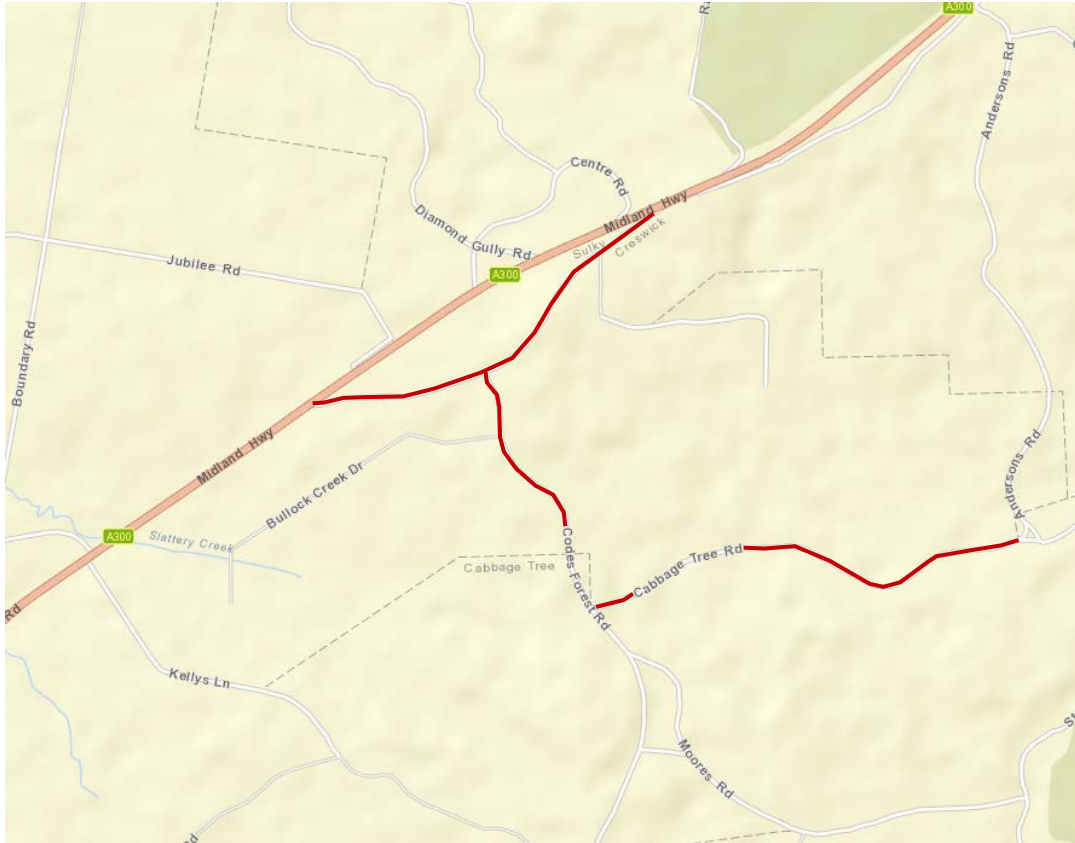
Clearwater Logging & Transport also sought approval for Reed Street and part of Ascot Road. These sections are not recommended for approval as they comprise an additional route that is undesirable through a built up area when an approved alternative route is available to Gillies Road.

c. Venmoore Pty Ltd (Request Number 33388)

Venmoore Pty Ltd requests Council approval to use a number of roads as tabled in the background and shown on the following maps for B-Doubles at HML for logging.



▶ ORDINARY MEETING OF COUNCIL
17 MARCH 2015





This is a new request and Venmoore Pty Ltd also has been operating in the area in the past and Council has been given permission to use some local roads.

The above roads have been assessed as suitable for access by heavy vehicles.

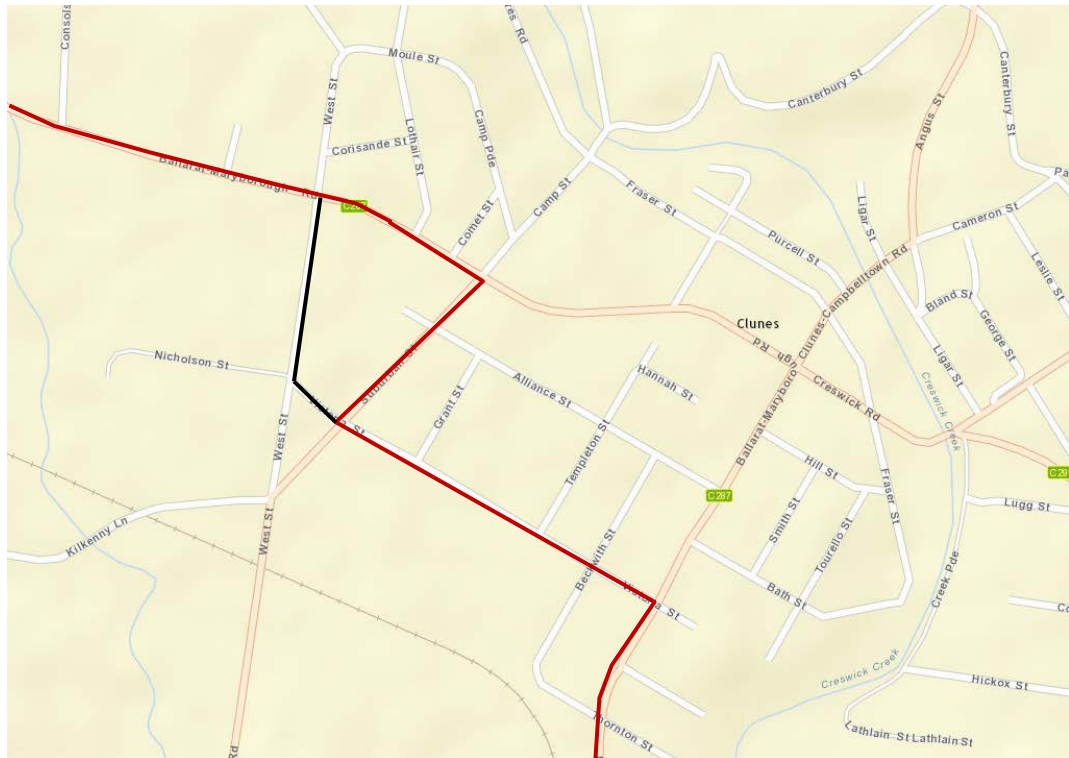
It is recommended that Council approves Venmoore Pty Ltd to use B-Double vehicles at HML on the local roads as per its application, except Reed Street and part of Ascot Road, subject to the following conditions:

- It is the responsibility of the permit holder to pay attention to:
 - Overhead cables
 - Overhanging trees
 - Steep inclines/declines, tight corners and narrow roads.
- Must not trim or remove any trees without all approvals being obtained.
- Hours of Operation shall be 7:00am to 6:00pm.
- The use of compression brakes is to be avoided.

Venmoore Pty Ltd also sought approval for Reed Street, part of Ascot Road and part of Bald Hills Road. These sections are not recommended for approval as they comprise an additional route that is undesirable through a built up area when an approved alternative route is available to Gillies Road.

d. Harbrew Pty Ltd (Request Number V14541)

Harbrew Pty Ltd requests Council approval to use Suburban Street and Victoria Street, Clunes for travelling HML vehicles for indivisible load transporting.



Proposed route is the preferred truck route in Clunes.

It is recommended that Council approves Harbrew Pty Ltd to use HML vehicles on West Street, between Maryborough Road and Victoria Street, and Victoria Street in Clunes subject to the following conditions:

- It is the responsibility of the permit holder to pay attention to:
 - Overhead cables
 - Overhanging trees
 - Steep inclines/declines, tight corners and narrow roads.
- Must not trim or remove any trees without all approvals being obtained.
- Hours of Operation shall be 7:00am to 6:00pm.
- The use of compression brakes is to be avoided.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2013:2017:

Strategic Objective – *Sustainable Environment and a Vibrant Economy*

Key Strategic Activity:

12. Support and develop existing businesses within Hepburn Shire and continue to explore opportunities to diversify Hepburn Shire's Economic base.

FINANCIAL IMPLICATIONS

There are no expected financial implications of granting approval to the above operators for use of B-Double/HML vehicles on designated Council maintained roads.

RISK IMPLICATIONS

There are no expected risk implications of granting approval to above operators to use Heavy/Oversize vehicles on subject Council maintained roads.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

There are expected to be economic benefits for local business and economic development through the granting of consent for access however this is not able to be measured.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

No external engagement was undertaken in relation to this request. Relevant internal roads and natural resource management staff have been involved in assessing these requests.

CONCLUSION

Council has received four new permit referrals from the National Heavy Vehicle Regulator and VicRoads for consent to operate B-Double and Higher Mass Limit vehicles on Council maintained local roads.

After assessment of the designated roads, it has been recommended to grant conditional consents, except for some roads in Creswick for Clearwater Logging & Transport and Venmoore Pty Ltd.

OFFICER'S RECOMMENDATION

That Council:

- 11.4.1 Approves MT & C Hanrahan Pty Ltd to use Higher Mass Limit vehicles on local roads in Dean, Mollonghip and Newlyn localities for a period of three years commencing 26 March 2015 and expiring on 26 March 2018, subject to the following conditions:

- Must not travel on a road, bridge or structure if it would exceed any sign posted mass or dimension limit.
 - It is the responsibility of the permit holder to pay attention to:
 - Overhead cables
 - Overhanging trees
 - Steep inclines/declines, tight corners and narrow roads.
 - Must not trim or remove any trees without all approvals being obtained.
 - Hours of Operation shall be 7:00am to 6:00pm.
- 11.4.2 Rejects Clearwater Logging & Transport's application to use B-Double vehicles at Higher Mass Limits on Reed Street, and part of Ascot Road, Creswick.
- 11.4.3 Approves Clearwater Logging & Transport to use B-Double vehicles at Higher Mass Limits on Cabbage Tree Road, Codes Forest Road, Spring Gully Road, Spring Gully Alternative Road, Mosquito Road, part of Ascot Road, Temple Road, Pollards Road, Water Street, Moore Street, Lees Street, Brackenbury Road, Miner Gully Road and St Georges Lake Road for a period of three years commencing 24 March 2015 and expiring on 24 March 2018, subject to the following conditions:
- It is the responsibility of the permit holder to pay attention to:
 - Overhead cables
 - Overhanging trees
 - Steep inclines/declines, tight corners and narrow roads.
 - Must not trim or remove any trees without all approvals being obtained.
 - Hours of Operation shall be 7:00am to 6:00pm.
 - The use of compression brakes is to be avoided.
- 11.4.4 Rejects Venmoore Pty Ltd's application to use B-Double vehicles at Higher Mass Limits on Reed Street, part of Ascot Road and part of Bald Hills Road, Creswick.
- 11.4.5 Approves Venmoore Pty Ltd to use B-Double vehicles at Higher Mass Limits on Burma Road, Telegraph Road, Cemetery Road, Cabbage Tree Road, Codes Forest Road, King Street, Alfred Street, Bridge Street, Smokeytown Road, Spring Gully Road, Spring Gully Alternative Road, Mosquito Road, part of Bald Hills Road, part of Ascot Road, Ellis Road, Temple Road,

Pollards Road, Water Street, Moore Street, Lees Street, Brackenbury Rd, Miner Gully Road, St Georges Lake Road, Blue Gum Road, Slade Road for a period of three years commencing 24 March 2015 and expiring on 24 March 2018, subject to the following conditions

- It is the responsibility of the permit holder to pay attention to:
 - Overhead cables
 - Overhanging trees
 - Steep inclines/declines, tight corners and narrow roads.
- Must not trim or remove any trees without all approvals being obtained.
- Hours of Operation shall be 7:00am to 6:00pm.

11.4.6 Approves Harbrew Pty Ltd to use Higher Mass Limit vehicles on West Street, between Maryborough Road and Victoria Street, and Victoria Street in Clunes for a period of one year commencing 24 March 2015 and expiring on 24 March 2016, subject to the following conditions:

- It is the responsibility of the permit holder to pay attention to:
 - Overhead cables
 - Overhanging trees
 - Steep inclines/declines, tight corners and narrow roads.
- Must not trim or remove any trees without all approvals being obtained.
- Hours of Operation shall be 7:00am to 6:00pm.
- The use of compression brakes is to be avoided.

OFFICER'S RECOMMENDATION

That Council:

- 11.4.1. Approves MT & C Hanrahan Pty Ltd to use Higher Mass Limit vehicles on local roads in Dean, Mollonghip and Newlyn localities for a period of three years commencing 26 March 2015 and expiring on 26 March 2018, subject to the following conditions:
- Must not travel on a road, bridge or structure if it would exceed any sign posted mass or dimension limit.
 - It is the responsibility of the permit holder to pay attention to:
 - Overhead cables
 - Overhanging trees
 - Steep inclines/declines, tight corners and narrow roads.
 - Must not trim or remove any trees without all approvals being obtained.
 - Hours of Operation shall be 7:00am to 6:00pm.
- 11.4.2. Rejects Clearwater Logging & Transport's application to use B-Double vehicles at Higher Mass Limits on Reed Street, and part of Ascot Road, Creswick.
- 11.4.3. Approves Clearwater Logging & Transport to use B-Double vehicles at Higher Mass Limits on Cabbage Tree Road, Codes Forest Road, Spring Gully Road, Spring Gully Alternative Road, Mosquito Road, part of Ascot Road, Temple Road, Pollards Road, Water Street, Moore Street, Lees Street, Brackenbury Road, Miner Gully Road and St Georges Lake Road for a period of three years commencing 24 March 2015 and expiring on 24 March 2018, subject to the following conditions:
- It is the responsibility of the permit holder to pay attention to:
 - Overhead cables
 - Overhanging trees
 - Steep inclines/declines, tight corners and narrow roads.
 - Must not trim or remove any trees without all approvals being obtained.
 - Hours of Operation shall be 7:00am to 6:00pm.

- *The use of compression brakes is to be avoided.*
- 11.4.4. *Rejects Venmoore Pty Ltd's application to use B-Double vehicles at Higher Mass Limits on Reed Street, part of Ascot Road and part of Bald Hills Road, Creswick.*
- 11.4.5. *Approves Venmoore Pty Ltd to use B-Double vehicles at Higher Mass Limits on Burma Road, Telegraph Road, Cemetery Road, Cabbage Tree Road, Codes Forest Road, King Street, Alfred Street, Bridge Street, Smokeytown Road, Spring Gully Road, Spring Gully Alternative Road, Mosquito Road, part of Bald Hills Road, part of Ascot Road, Ellis Road, Temple Road, Pollards Road, Water Street, Moore Street, Lees Street, Brackenbury Rd, Miner Gully Road, St Georges Lake Road, Blue Gum Road, Slade Road for a period of three years commencing 24 March 2015 and expiring on 24 March 2018, subject to the following conditions*
- *It is the responsibility of the permit holder to pay attention to:*
 - *Overhead cables*
 - *Overhanging trees*
 - *Steep inclines/declines, tight corners and narrow roads.*
 - *Must not trim or remove any trees without all approvals being obtained.*
 - *Hours of Operation shall be 7:00am to 6:00pm.*
- 11.4.6. *Approves Harbrew Pty Ltd to use Higher Mass Limit vehicles on West Street, between Maryborough Road and Victoria Street, and Victoria Street in Clunes for a period of one year commencing 24 March 2015 and expiring on 24 March 2016, subject to the following conditions:*
- *It is the responsibility of the permit holder to pay attention to:*
 - *Overhead cables*
 - *Overhanging trees*
 - *Steep inclines/declines, tight corners and narrow roads.*
 - *Must not trim or remove any trees without all approvals being obtained.*
 - *Hours of Operation shall be 7:00am to 6:00pm.*
 - *The use of compression brakes is to be avoided.*

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

11.5. EXTENSION OF CONTRACT WITH DAYLESFORD NEIGHBOURHOOD CENTRE
– MANAGEMENT OF DAYLESFORD ARC

GENERAL MANAGER COMMUNITY SERVICES

In providing this advice to Council as the General Manager Community Services, I Kathleen Brannigan have no interests to disclose in this report.

PURPOSE

The purpose of this report is for Council to consider extending the contract with Daylesford Neighbourhood Centre (DNC) to manage the Daylesford ARC for a further two years.

BACKGROUND

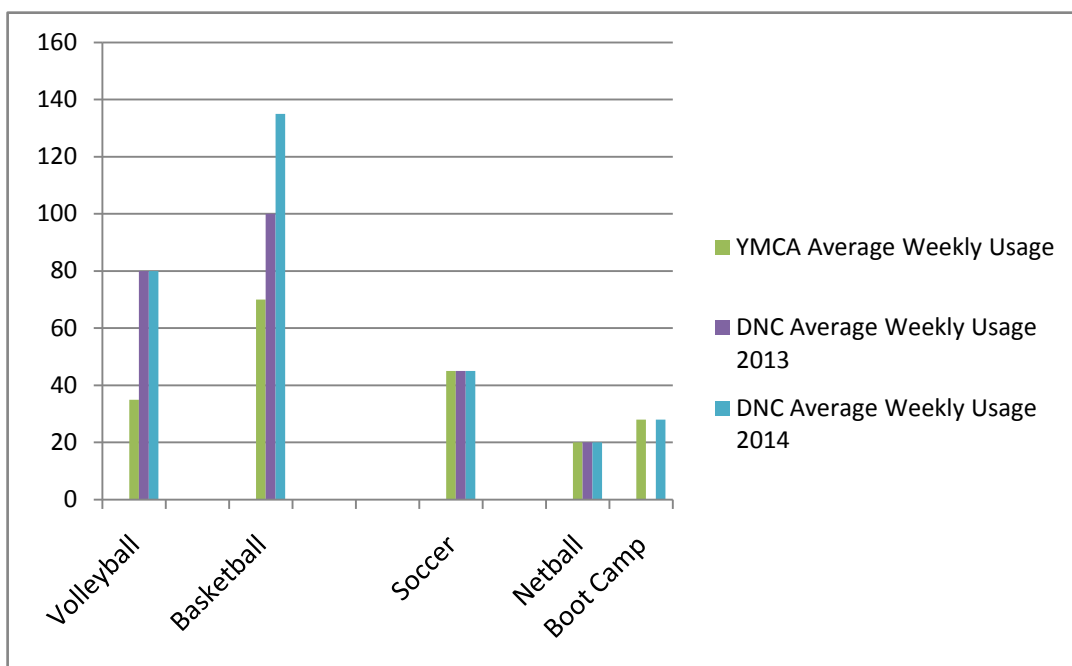
In February 2013, Council resolved to enter into a contract with Daylesford Neighbourhood Centre to manage the Daylesford ARC for one year with an option to renew for a further three years. In March 2014, the contract was extended for one year.

ISSUE/DISCUSSION

The DNC ARC Business Plan (2013) identified opportunities to:

1. Develop existing programs to increase participation

Participation rates in existing programs have been either increased or maintained as shown below.



2. Develop new programs

A number of new, on-going programs have been established

Activity and Frequency	Participant Numbers / Month
Sprung Circus (Circus Skills) Twice weekly	70
Joey's Junior Cricket weekly	14
Aussie Hoops	10
Rock Climbing	10

DNC identified the need for affordable holiday activities for children and young people and conducted two school holiday programs:

- Winterfest (June/July school holiday programs) 570 participants
- Minifest (September school holiday programs) 376 participants.

The capacity to expand programs like school holiday activities has been assisted by the installation of heating with the 'ARC Warming' project. DNC was able to secure grants from Hepburn Wind, Daylesford Longest Lunch and Fair's Fair to complete this project.

3. Maintain and develop Youth programs

While funding for the Daylesford Enterprising Youth project has now finished DNC continues to support a weekly youth group at the Daylesford ARC and a band practice session for young people. The Health and Wellbeing Centre (formerly The Lounge) has commenced operating again.

4. Develop and maintain strong relationships with Daylesford Secondary College

Daylesford Secondary College (DSC) regularly use Courts 1 and 2 as well as Court 3, the old basketball court, during school hours and pay a proportion of utility and cleaning costs based on usage. The calendar of use is agreed quarterly.

There has been an increase in income generated at the Daylesford ARC during 2014, with a 31% increase in quarterly turnover from 2013. However expenditure has also increased, resulting in a loss for 2014. More detailed financial information has been provided under separate cover. Council staff are working with DNC to review and

update the Daylesford ARC Business Plan to ensure a viable business model that reduces expenditure and increases income generated, including a review of user fees and charges. There is a need to balance cost to users while encouraging participation.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

The Joint Use Agreement between Hepburn Shire Council and the Department of Education and Training specifies that Council will arrange management of the Daylesford ARC.

FINANCIAL IMPLICATIONS

It is proposed to increase the current annual subsidy of \$25,000 by \$2,500 for 2015. There has been no increase in this amount since the ARC commenced operation in 2008 although there have been increases in costs including utilities, wages and maintenance.

RISK IMPLICATIONS

DNC have managed the Daylesford ARC for two years with no incidents. They are required to provide a quarterly report which, amongst other information, covers Risk and Safety Management. The reports demonstrate that routine inspections are undertaken and actions taken to address any Occupation Health and Safety issues identified.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

DNC has continued to increase or sustain participation rates and provided new opportunities and programs throughout 2014, providing health and well being benefits and social connection.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Not required.

CONCLUSION

Daylesford Neighbourhood Centre, with its local focus during 2014, has built on its 2013 program and activity development. It is proposed that Council enters into a two year contract with Daylesford Neighbourhood Centre to manage the Daylesford ARC, to provide more certainty and support a longer term vision.

OFFICER'S RECOMMENDATION

That Council:

- 11.5.1 Enters into a two year contract with the Daylesford Neighbourhood Centre Inc to manage the Daylesford ARC.
- 11.5.2 Allocates an annual contribution of \$27,500 for management of the Daylesford ARC.
- 11.5.3 Authorises the Chief Executive Officer to sign the contract with the Daylesford Neighbourhood Centre Inc.

MOTION

That Council:

- 11.5.1. *Enters into a two year contract with the Daylesford Neighbourhood Centre Inc to manage the Daylesford ARC.*
- 11.5.2. *Allocates an annual contribution of \$27,500 for management of the Daylesford ARC.*
- 11.5.3. *Authorises the Chief Executive Officer to sign the contract with the Daylesford Neighbourhood Centre Inc.*

Moved: Councillor Sebastian Klein

Seconded: Councillor Don Henderson

Carried.

Councillor Greg May left the meeting due to a direct Conflict of Interest at 8:18pm.

11.6. FOUR SEASONS EVENT FUNDING 2014/15

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 for Council to allocate funding from the Four Seasons Events program for 2014/15.

BACKGROUND

An amount of \$18,000 has been allocated to support Four Seasons Events in the 2014/15 budget. The Four Seasons Events program aims to support the development and implementation of events within, or immediately adjacent to, the Creswick Ward of Hepburn Shire.

At the October 2014 Council meeting, \$5,000 funding was allocated to support the Miss Muddy 2014 event, leaving \$13,000 funding remaining for the 2014/15 year.

ISSUE/DISCUSSION

Council's Events Strategy identifies the need to 'Identify community and regional events with the ability to grow into major events' and 'Attract new major and regional events that assist in expanding Council's calendar of events'.

The following events which received Four Seasons Program funding in 2013/14 have been identified as events with the potential to grow into regional and major events. These events are:

- Anderson's Mill Festival.
- Dean Kite Festival.
- The Kingston Show.

It is proposed that as these events align with Council's Events Strategy and the aims of the Four Seasons Events program, they are provided the following funding:

- Anderson's Mill Festival - \$3,000 - Funding to be used on marketing and adding additional event attractions to increase event attendance.
- Dean Kite Festival - \$1,000 - Funding to be used on marketing and promotion to increase event attendance.

- The Kingston Show - \$1,000 - Funding to be used on marketing and adding additional event attractions to increase event attendance.

In addition to funding the events listed above, it is proposed that the remaining \$8,000 be utilised to attract and develop a new event in Creswick. Given the considerable work currently taking place in Creswick to investigate mountain bike trails, the strong volunteer workforce available and that it aligns with the strategic direction of Natural Experiences, it is proposed that this funding go towards establishing a mountain bike event to be conducted in 2015. The funding would be utilised for marketing and promotion, event infrastructure e.g. signage, maps, and if required, a small amount on event administration.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2013:2017:

Strategic Objective – Sustainable Environment and a Vibrant Economy

Key Strategic Activity:

8. Support and develop existing businesses within Hepburn Shire and continue to explore opportunities to diversify Hepburn Shire's economic base.

FINANCIAL IMPLICATIONS

There is \$13,000 remaining to fund Four Seasons events for the 2014/15 financial year. This report recommends allocating the remaining funding as outlined below:

- Anderson's Mill Festival - \$3,000
- Mountain Bike event - \$8,000
- Dean Kite Festival - \$1,000
- Kingston Show - \$1,000.

RISK IMPLICATIONS

Each of the event organisers will be required to work with Council's Events Coordinator to plan the event. Through this planning process, each event will be required to provide Council with a copy of their Public Liability Insurance, Risk Management Plan and Emergency Management Plan.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Funding for each of the proposed events will go towards marketing/promotion and adding additional event components with a focus on attracting additional people to Hepburn Shire.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Each of the events proposed to be funded will undertake community and stakeholder engagement in the lead up to their events.

CONCLUSION

The events recommended for funding meet the criteria of the Four Seasons Events program to assist with developing and implementing events within, or immediately adjacent to, the Creswick Ward of Hepburn Shire.

OFFICER'S RECOMMENDATION

11.6.1 That Council allocates 2014/15 Four Seasons Event program funding to:

- Anderson's Mill Festival- \$3,000 - for marketing and adding additional event attractions to increase event attendance
- Dean Kite Festival - \$1,000 - for marketing and promotion to increase event attendance
- The Kingston Show - \$1,000 - for marketing and adding additional event attractions to increase event attendance
- Mountain Bike Event - \$8,000 - for marketing and promotion, event infrastructure, e.g. signage, maps, and event administration.

MOTION

11.6.1. *That Council allocates 2014/15 Four Seasons Event program funding to:*

- *Anderson's Mill Festival- \$3,000 - for marketing and adding additional event attractions to increase event attendance*
- *Dean Kite Festival - \$1,000 - for marketing and promotion to increase event attendance*
- *The Kingston Show - \$1,000 - for marketing and adding additional event attractions to increase event attendance*
- *Mountain Bike Event - \$8,000 - for marketing and promotion, event infrastructure, e.g. signage, maps, and event administration, subject to an acceptable business plan being presented to Council.*

Moved: Councillor Neil Newitt

Seconded: Councillor Don Henderson

Carried.

Councillor Greg May returned to the meeting at 8:28pm.

**11.7. RECOMMENDATION FROM THE PUBLIC ART PANEL
GENERAL MANAGER COMMUNITY SERVICES**

This recommendation to Council is based on a resolution by the Public Art Panel from its meeting on 20 February 2015.

PURPOSE

The purpose of this report is to consider a recommendation to Council from the Public Art Panel regarding the selection of an artwork concept for the Daylesford-Hepburn Public Art Project.

BACKGROUND

The Public Art Panel considered the upcoming opportunities for public art and Council was briefed in October 2014 that a public art project in the Daylesford/Hepburn region is appropriate in 2014/15.

Following this briefing, an Expression of Interest for artists to propose a location where they envisage a permanent artwork being located was advertised and closed in December 2014.

The Panel short-listed three artists to develop their concepts for a permanent public artwork and selected Jason Waterhouse to complete the commission.

Jason Waterhouse's proposed work 'Cottage' will be a wrought iron sculpture in the form of a typical Daylesford cottage located in the Daylesford lake precinct, at a three way intersection along the mineral springs walking track.

The shortlisted artists received a \$1,500 fee. The selected artist approved by Council will receive \$30,000 to produce a permanent artwork due for completion in August 2015.

ADVISORY COMMITTEE RECOMMENDATION

- 11.7.1 That Council enters into a contract with Jason Waterhouse for delivery of the Daylesford-Hepburn Public Art Project.

MOTION

11.7.1. *That Council enters into a contract with Jason Waterhouse for delivery of the Daylesford-Hepburn Public Art Project.*

Moved: Councillor Don Henderson
Seconded: Councillor Greg May
Carried.

**11.8. RECORD OF ASSEMBLIES OF COUNCILLORS – FEBRUARY 2015
GENERAL MANAGER CORPORATE SERVICES**

In providing this advice to Council as the Governance and Corporate Support Officer, I Mary Dancuk 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.

ISSUE / DISCUSSION

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

1. reported at an Ordinary Meeting of the Council; and
2. incorporated in the minutes of that Council Meeting.

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

Assemblies of Councillors		
Date	Location	Committee Name
3 February 2015	Council Chamber, Daylesford Town Hall	Councillor Briefing
17 February 2015	Glenlyon Hall	Councillor/CEO Meeting
17 February 2015	Glenlyon Hall	Pre Council Meeting Briefing

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Local Government Act 1989, Section 80A

FINANCIAL IMPLICATIONS

Nil

RISK IMPLICATIONS

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

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

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

COMMUNITY AND STAKEHOLDER ENGAGEMENT

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

CONCLUSION

Information provided for noting.

OFFICER'S RECOMMENDATION

11.8.1 That Council receives and notes the Records of Assemblies of Councillors for the month of February 2015.

MOTION

11.8.1. *That Council receives and notes the Records of Assemblies of Councillors for the month of February 2015.*

Moved: Councillor Sebastian Klein
Seconded: Councillor Don Henderson
Carried.

ATTACHMENT 5 - RECORDS OF ASSEMBLIES OF COUNCILLORS –
FEBRUARY 2015

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 3 February 2015
 Time: 11:00 am

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

Councillors present:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Cr Don Henderson | <input checked="" type="checkbox"/> Cr Greg May |
| <input checked="" type="checkbox"/> Cr Kate Redwood AM | <input checked="" type="checkbox"/> Cr Neil Newitt |
| <input checked="" type="checkbox"/> Cr Sebastian Klein - Arrived 11:15 am | <input checked="" type="checkbox"/> Cr Pierre Niclas |
| <input checked="" type="checkbox"/> Cr Bill McClenaghan - Arrived 11:05 am | |

Members of Council Staff present:

- | | |
|--|---|
| <input checked="" type="checkbox"/> CEO Aaron van Egmond | Communications Officer, Maria Abate |
| <input checked="" type="checkbox"/> GM Corporate Services Grant Schuster | Sustainability Officer, John van Rooden |
| <input checked="" type="checkbox"/> GM Community Services Kathleen Brannigan | Manager Community & Economic |
| <input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas | Development, Adam McSwain |
| <input checked="" type="checkbox"/> Other, please specify: | Property Officer, Karen Ratcliffe |
| Manager Human Resources & OD, Kerrie Addison | Manager Planning, Justin Fiddes |

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned
N.I.	

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 Grant Schuster | <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 Governance Officer for filing.

CONFIDENTIAL

► COUNCILLOR BRIEFING AGENDA
TUESDAY 3 FEBRUARY 2015



Tuesday 3 February 2015
Council Chamber, Daylesford Town Hall
11:00am – 5:00pm

PRESENT:

Councillors	Kate Redwood AM, Don Henderson, Sebastian Klein, Greg May, Bill McClenaghan, Neil Newitt, Pierre Niclas
Officers	Chief Executive Officer, General Manager Corporate Services, General Manager Community Services, General Manager Infrastructure and other officers as required

CHAIR: Mayor Cr Kate Redwood AM

APOLOGIES:

No	Time	Agenda Item	Presenter	No
1.	11:00am	Presentation Performance Reporting System	Chief Executive Officer Manager Human Resources & Organisational Development	Page 3
	12:00pm	Lunch Break Lunch will be provided		
2.	12:30pm	Presentation Hepburn Hub Concept Design Planning Update	Chief Executive Officer	Page 4
3.	1:30pm	Presentation Website Redevelopment Project Progress Report	Chief Executive Officer Communications Officer	Page 5
4.	2:00pm	Presentation Kerbside Collection Extension Poll Results	Sustainability Officer	Page 6
		Attachment 1 – Kerbside Collection Extension Areas		Page 7

No	Time		Agenda Item	Presenter	No
			Attachment 2– Poll Letter to Property Owners		Page 17
			Attachment 3 – Poll Frequently Asked Questions Information Sheet		Page 20
5.	2:30pm	Presentation	Waste Services Contracts Expression of Interest and Tender Process	General Manager Infrastructure	Page 23
6.	3:00pm	Report	Application for Additional Electronic Gaming Machines at the Royal Hotel, Daylesford	Manager Community & Economic Development	Page 24
	3:30pm		Break		
7.	3:45pm	Report	Licence Renewal – Creswick District News Incorporated – To Occupy Parts of the Creswick Visitor Information Centre	Property Officer	Page 26
			Attachment 4 – Draft Licence		Page 28
8.	4:00pm	Presentation	Planning Update – Changes to Domestic Waste Water Management Plan and Proposed Introduction of New Local Law to Enforce Septic Tank Compliance	Manager Planning	Page 38
9.	4:30pm	Discussion	MAV Strategic Plan and MAV Freight		Page 39
10.		For Noting	Agenda Items – Next Council Meeting		Page 40
11.	5:00pm		CLOSE OF MEETING		Page 41

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 17 February 2015
 Time: 2:00 pm

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

Councillors present:

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

Members of Council Staff present:

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

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned
<i>Cr Greg May</i>	<i>2:01pm - 2:04pm</i>

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

Signature: 

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

▶ MEETING AGENDA

COUNCILLOR + CEO MEETING

Tuesday 17 February 2015

Glenlyon Community Centre

2:00PM

PRESENT: Councillors Kate Redwood AM, Neil Newitt, Don Henderson, Pierre Niclas, Greg May, Bill McClenaghan, Sebastian Klein, CEO Aaron van Egmond

CHAIR: Councillor Kate Redwood AM

APOLOGIES: N/A

No.	Time	Agenda Item	Presenter
1.	2:00PM	Destination of collected / aggregated recycling	Cr Bill McClenaghan
2.		Risk Management matters	Cr Bill McClenaghan
3.		Recent road works	Cr Bill McClenaghan
4.		Follow up on previous items	Cr Bill McClenaghan
5.		Hepburn Hub	Aaron van Egmond
6.		Social Media	Aaron van Egmond

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor GREG MAY hereby disclose
a conflict of interest in the following matter CRESWICK WARD - FOUR SEASONS
EVENT FUNDING

This matter is being considered at a meeting of

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

on 17/2/2015

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:

MEMBER OF THE ORGANISING COMMITTEE
OF THE ANDERSON'S MILL FESTIVAL

Print Name: GREG MAY
Signed: [Signature]
Date: 2/3/2015

RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: Pre Council Meeting Briefing
 Date: Tuesday 17 February 2015
 Time: 3:30 pm 3:45 pm - 5:20 pm

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

Councillors present:

- Cr Don Henderson
- Cr Greg May
- Cr Kate Redwood AM
- Cr Neil Newitt
- Cr Sebastian Klein
- Cr Pierre Niclas
- Cr Bill McClenaghan

Members of Council Staff present:

- CEO Aaron van Egmond
- GM Corporate Services Grant Schuster
- GM Community Services Kathleen Brannigan
- GM Infrastructure Bruce Lucas
- Other, please specify:
Manager Finance and IT, Trafford Thompson

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned
Ni	

Matters Considered:

Council Meeting Agenda – Tuesday 17 February 2015

Agenda Attached

Name and title of Officer responsible for this written record:

- CEO Aaron van Egmond
- GM Corporate Services Grant Schuster
- GM Community Services Kathleen Brannigan
- GM Infrastructure Bruce Lucas
- Other, please specify:

Signature: *Grant Schuster*

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

12. COUNCIL SPECIAL COMMITTEES (SECTION 86)

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

In providing this advice to Council as the Governance and Corporate Support Officer, I Mary Dancuk have no interests to disclose in this report.

PURPOSE

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

BACKGROUND

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

ISSUE/DISCUSSION

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

- Minutes from the Creswick Museum Special Committee – 2/02/2015.
- Minutes from the Lee Medlyn Home of Bottles Special Committee – 4/02/2015.
- Minutes from the Lyonville Hall Special Committee – 17/02/2015.
- Minutes from the Glenlyon Recreation Reserve Special Committee – 18/02/2015.
- Minutes from the Drummond Hall Special Committee – 27/02/2015.

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

The following advice has been received by Council and is presented for Council to consider:

Glenlyon Recreation Reserve Special Committee – Request to Re-name Glenlyon Recreation Reserve

The Glenlyon Recreation Reserve Special Committee requests that the Reserve be renamed as the Des Leonard Reserve.

Extract from Minutes – 18/02/2015:

'We feel that this is a fitting honour for a recently deceased committee member who has worked tirelessly for our community in a number of roles. These include Fire brigade, cemetery trust and the Glenlyon Sports Club. Informal discussions with a wide sample of the community endorse this. His standing in the community was represented by the huge funeral turnout.'

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.

Council advertised membership nominations for the Creswick Museum Special Committee in The Advocate on Wednesday 15 October to fill recent vacancies.

CONCLUSION

Minutes and reports have been provided for noting.

OFFICER'S RECOMMENDATION

That Council:

- 12.1.1 Receives and notes the following minutes of Special Committees (Section 86) which have been distributed under separate cover:
- Minutes from the Creswick Museum Special Committee – 2/02/2015.
 - Minutes from the Lee Medlyn Home of Bottles Special Committee – 4/02/2015.
 - Minutes from the Lyonville Hall Special Committee – 17/02/2015.
 - Minutes from the Glenlyon Recreation Reserve Special Committee – 18/02/2015.

- 12.1.2 Requests the General Manager Corporate Services to prepare a report which considers the request from the Glenlyon Recreation Reserve Special Committee to rename the Glenlyon Recreation Reserve the 'Des Leonard Reserve' in accordance with Council's policies and precedents for naming reserves.

MOTION

That Council:

- 12.1.1. *Receives and notes the following minutes of Special Committees (Section 86) which have been distributed under separate cover:*
- *Minutes from the Creswick Museum Special Committee – 2/02/2015.*
 - *Minutes from the Lee Medlyn Home of Bottles Special Committee – 4/02/2015.*
 - *Minutes from the Lyonville Hall Special Committee – 17/02/2015.*
 - *Minutes from the Glenlyon Recreation Reserve Special Committee – 18/02/2015.*
 - *Minutes from the Drummond Hall Special Committee – 27/02/2015.*
- 12.1.2. *Requests the General Manager Corporate Services to prepare a report which considers the request from the Glenlyon Recreation Reserve Special Committee to rename the Glenlyon Recreation Reserve the 'Des Leonard Reserve' in accordance with Council's policies and precedents for naming reserves.*

Moved: Councillor Bill McClenaghan

Seconded: Councillor Don Henderson

Carried.

13. COUNCIL ADVISORY COMMITTEES

13.1. MINUTES OF ADVISORY COMMITTEES

No Minutes were received from Advisory Committees for the month of February 2015.

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

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:

14.1.1 89(2)(d) Contractual matters

Daylesford Victoria Caravan Park – Lease Assignment; 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

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:

14.1.1. 89(2)(d) Contractual matters

Daylesford Victoria Caravan Park – Lease Assignment; 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 Greg May

Seconded: Councillor Pierre Niclas

Carried.

The Meeting Closed to Members of the Public at 8:36pm.

15. RE-OPENING OF MEETING TO PUBLIC

RECOMMENDATION

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

MOTION

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

Moved: Councillor Don Henderson
Seconded: Councillor Sebastian Klein
Carried.

The Meeting re-opened to Members of the Public at 8:39pm.

16. CLOSE OF MEETING

The Meeting closed at 8:40 pm.
