



HEPBURN SHIRE COUNCIL
ORDINARY MEETING OF COUNCIL
MINUTES

TUESDAY 21 APRIL 2015

THE WAREHOUSE - CLUNES
COLLINS PLACE
CLUNES

6:00PM

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Confirmed at the Ordinary Meeting of Council
held on Tuesday 19 May 2015

A handwritten signature in black ink, appearing to read "Kate Redwood", is written over a horizontal line.

Chair, Mayor Cr Kate Redwood AM

MINUTES

TUESDAY 21 APRIL 2015

The Warehouse - Clunes
Collins Place, Clunes
Commencing 6:00PM

CONTENT SPAGE

1.	ACKNOWLEDGEMENT OF TRADITIONAL OWNERS.....	4
2.	OPENING OF MEETING.....	4
3.	APOLOGIES	5
4.	DECLARATIONS OF CONFLICTS OF INTEREST	5
5.	CONFIRMATION OF MINUTES.....	5
6.	NOTICES OF MOTION.....	5
7.	ITEMS OF URGENT BUSINESS.....	5
8.	PRESENTATION OF COUNCILLOR REPORTS	6
9.	PUBLIC PARTICIPATION TIME.....	15
9.1.	PETITIONS	15
9.2.	QUESTIONS.....	16
9.3.	REQUESTS TO ADDRESS COUNCIL	22
10.	STATUTORY PLANNING REPORTS.....	23
11.	OFFICERS' REPORTS	24
11.1.	PROPOSED BUDGET 2015/16.....	24
	ATTACHMENT 1 - HEPBURN SHIRE COUNCIL PROPOSED BUDGET 2015/16 (ISSUED UNDER SEPARATE COVER).....	33
11.2.	FINANCIAL REPORT - AS AT 31 MARCH 2015	34
	ATTACHMENT 2 - FINANCIAL REPORT AS AT 31 MARCH 2015.....	37
	ATTACHMENT 3 - REVISED CAPITAL WORKS PROGRAM AS AT 31 MARCH 2015	41
11.3.	BULLARTO COMMUNITY FACILITIES	45

11.4.	PROPOSED LOCAL LAW NO 3 - OPERATION AND MAINTENANCE OF ONSITE WASTEWATER TREATMENT SYSTEMS	50
	<i>ATTACHMENT 4 - PROPOSED LOCAL LAW NO 3 – OPERATION AND MAINTENANCE OF ONSITE WASTEWATER TREATMENT SYSTEMS</i>	<i>54</i>
11.5.	ADOPTION OF MUNICIPAL EARLY YEARS PLAN	66
	<i>ATTACHMENT 5 - HEPBURN MUNICIPAL EARLY YEARS PLAN (2015- 2017) HEALTHY, ACTIVE AND SAFE CHILDREN</i>	<i>69</i>
11.6.	ADOPTION OF THE MUNICIPAL EMERGENCY MANAGEMENT PLAN .	78
	<i>ATTACHMENT 6 - DRAFT MUNICIPAL EMERGENCY MANAGEMENT PLAN 2014-2017 (ISSUED UNDER SEPARATE COVER).....</i>	<i>82</i>
11.7.	APPOINTMENT OF COMMITTEE MEMBER TO THE LYONVILLE HALL SPECIAL COMMITTEE.....	83
11.8.	RECORD OF ASSEMBLIES OF COUNCILLORS – MARCH 2015.....	86
	<i>ATTACHMENT 7 - RECORDS OF ASSEMBLIES OF COUNCILLORS – MARCH 2015</i>	<i>89</i>
12.	COUNCIL SPECIAL COMMITTEES (SECTION 86).....	109
12.1.	MINUTES OF SPECIAL COMMITTEES (SECTION 86).....	109
13.	COUNCIL ADVISORY COMMITTEES	112
13.1.	MINUTES OF ADVISORY COMMITTEES	112
14.	CONFIDENTIAL ITEMS.....	114
14.1.	CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC.....	114
14.2.	CONFIDENTIAL - AUDIT AND RISK ADVISORY COMMITTEE – APPOINTMENT OF EXTERNAL INDEPENDENT MEMBERS	
14.3.	CONFIDENTIAL – CONTRACT H537-2014 – WASTE SERVICES	
14.4.	CONFIDENTIAL – CONTRACT H606-2015 – REPLACEMENT OF ONE 10M ³ TIPPER TRUCK CAB CHASSIS AND TIPPER BODY AND ONE BACKHOE LOADER	
15.	RE-OPENING OF MEETING TO PUBLIC	116
16.	CLOSE OF MEETING	117

AARON VAN EGMOND
CHIEF EXECUTIVE OFFICER

21 APRIL 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, Community Safety Co-ordinator Steve Cook, 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

Nil

5. CONFIRMATION OF MINUTES

RECOMMENDED

- 5.1 That the Minutes of the Ordinary Meeting of Council held on 17 March 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 March 2015 (as previously circulated to Councillors) be confirmed as required under Section 93 (2) of the Local Government Act 1989.*

Moved: Councillor Don Henderson
Seconded: Councillor Neil Newitt
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

In the last month I have worked to advance a number of strategic objectives of the Shire.

1. Along with my councillor colleagues and senior council officers I have participated in the development of the draft budget for Hepburn Shire Council for 2015/16. I believe it will serve the Shire well not only for next year but is strategic in its anticipation of external influences for some years following. I commend our Manager Finance and Information Technology, Trafford Thompson for a great effort and look forward to its presentation tonight.
2. Our CEO, Aaron van Egmond and I went to Canberra as members of a delegation with six other Mayors and CEOs from Central Highlands region shires. Our purpose was to lobby federal government portfolio holders regarding regional priorities. Our CEO and I were particularly concerned to present our case for better mobile phone coverage for Hepburn Shire. The recent mapping of black holes in Hepburn, undertaken by Adam McSwain was very useful to back up our arguments regarding the special needs of our area. We continue to lobby to see the safety of our area addressed through the universal coverage of mobile phone reception.
3. The month has seen much discussion across the Shire concerning the proposed extension of kerbside collection of waste and recyclables. The big picture regarding Council's management of waste shows that the proposed changes are part of a process of continuous change and improvement in terms of recycling and better environmental outcomes, waste management and reduced costs, and service extension. The escalating cost of waste to landfill is being addressed and our costs are being well controlled. I anticipate that when the detailed arrangements are known that there will be a good balance between the big picture outcomes and best case delivery of services to individual households.
4. During the month I met with the elders and officers of the corporation of the Dja Dja Wurrung at a meeting in Charlton to discuss the permanent flying of the Aboriginal flag over the Town Hall, and also to explore their views on shared issues such as signage and other cultural recognition. I am delighted to report that they are keen to meet and work on issues of common interest. They have asked to be present for a ceremony when the Aboriginal flag is raised permanently over the Town Hall.
5. There have been some significant public events during the month. I have been pleased to represent the Shire at the Hepburn Mineral Springs Reserve 150th

celebrations. Congratulations to Cr Pierre Niclas and his committee for a wonderful day. I note especially Paulette Pleasance's contribution in organising the event. Thanks also to Cr Niclas, Cr Newitt and Cr McClenaghan for attending.

I would also like to note the very memorable ANZAC 100 street parade, presentation of plaques to the CFA and RSL, and the wonderful concert performances in the re-enactment of world war songs, reading of letters from the Front and dancing of the era. It was truly wonderful and an achievement resulting from the hard work of Frank Page and his committee. At the 'thank you event' held the following Friday, the Council was much praised for its contribution.

6. The bus tour of playgrounds and public toilets undertaken by Councillors and senior officers took us to places in which we felt pride and places where we felt horror. It was good to have an overview of these facilities that are so important to residents and visitors. We have asked for a report on public toilets to assist in prioritising work on these facilities.
7. Finally, I have met with both Louise Staley and Mary-Anne Thomas during the month, with the aim of keeping the Shire's priorities before our State Government representatives.

I have attended 32 Council commitments during the month.

COUNCILLOR REPORTS

Councillor Pierre Niclas, Birch Ward

Grand Opening of Daylesford Mitre 10

In isolation this may not be considered a big event however, the redevelopment of this property has brought to local shire residents (including those ex-employees from the old Mitre 10) a renewed security and confidence in the future that can only come from locally available, long-term jobs.

150th Celebration of the Hepburn Mineral Springs Reserve incorporating the Grand Opening of the Reserve Footbridge

The 150th Celebration event was a 12 month +, joint effort between Hepburn Shire Council officers and Friends of Hepburn Mineral Springs Reserve. This collaboration produced one of the most successful, local Hepburn Shire community based events I have had the pleasure to participate in for many years.

This event was not just a celebration of the 150th anniversary of the establishment of the Reserve but also the opportunity to deliver a key piece of infrastructure and reserve asset, being the new footbridge. This footbridge was designed, delivered

and installed in record time and is a credit to the hard work and commitment put in by this Shire's officers.

The event special highlights were the speech from our Mayor - Cr. Redwood, the wonderful welcome to country from Trent Nelson of the Dja Dja Wurrung and the special dances performed for all concert-goers by the Namarilly Bagarook Dance Group.

From all reports this will be one of the events that will be remembered for many years.

100th ANZAC Anniversary Community event in Daylesford

Like many, many others, my family and I only attended the Vincent Street outdoor portion of this event which I can report was a fantastic experience for all, from the speeches to the parade. The overall presentation was wonderful.

With the extra focus that TV, Radio and the Press are bringing to this special ANZAC celebration, the Daylesford event was perfectly timed to remind us that the best way to celebrate the selfless acts of our brave service men and women is by remembering them every day. That said, I do encourage everyone to attend their local or in fact any ANZAC service they can get to on Saturday - it is a wonderful experience.

Birch Ward meeting in Vincent Street, Daylesford

Cr Redwood and I conducted another Saturday morning Birch Ward Councillor meeting in the middle of Vincent Street, Daylesford. Given this prime location, we were visited by residents/ratepayers from all over the Shire looking to have a say. This change in location of our Birch Ward meetings has certainly been very beneficial to us as Councillors and also to residents as it has allowed them to have better access to their Councillors at a more convenient time for them.

Left field item

The inclusion in the Proposed 2015/16 Council Budget, funds for the procurement of flagpoles dedicated to fly the Aboriginal Flag on both the Creswick and Daylesford Town Halls - a small but important step forward.

Councillor Neil Newitt, Cameron Ward

Councillors, I would just like to highlight two very different events I attended this past month.

On Saturday 11th April, I joined over 150 guests at the launch of "Panorama, Petals and Place". Local artist Karolina's work reflects and celebrates her connection with the roses in Collins Place, and is captured in her work here in the Esmond Gallery.

Karolina spoke of the inspiration she drew from these roses, how it forms part of her life here in Clunes.

It would have been difficult to fit another person into this space and all credit to those that made the opening the success it was. Happy to point out that each dot represents a sale.

The following day saw the return of the Clunes Market, now known as the Clunes Farmers' Market.

Around 2,000 people celebrated the return of the market, with most vendors selling out of produce by late morning. The market was opened by the Member for Ripon Louise Staley MP, and guest speaker Alla Wolf-Tasker.

I commented on the day that for a number of years there has been a desire to see the Clunes Market return.

"A lot of people talked about it - eventually someone decided to do it."

That someone was Leanne Kamp.

I congratulate Leanne, the market committee and the many other volunteers who have stepped up to see the Clunes Farmer's Market a success.

I am proud to see the success of these two diverse events and how they have resonated with-in the community.

My thanks to the various Hepburn Shire Council officers involved in recognising the value of these events and their commitment to making them happen for this community, and the Shire.

Councillor Don Henderson, Creswick Ward

Over the past month there have been diverse activities associated with Council.

I attended the AGM of Timber Towns at Parliament House and was able to discuss the problem of heavy trucks on our rural roads with politicians. Also of note was the launch of a book on the history of Timber Towns. Our Shire has a very large timber industry which is now centred around plantations and of course education and training. I now hand over a signed copy of 'Let Sanity Prevail – The History of Timber Towns Victoria' to Council for inclusion in our collection.

A project outside of our Shire saw me working with children from Clarkes Hill Primary School to make a bird feeder. I found children were very interested in matters pertaining to the environment. Many of the children are in fact from families within our boundaries and are involved in activities on our side of the border.

Over the past month, I have also been involved in discussions with other groups about the future of mountain bike events in and around Creswick. Discussions were

also centred around the importance of the Miss Muddy event which last year attracted over 5,000 entrants from various parts of Victoria and beyond. This event, according to figures, brought in over \$1.2 million to our area. This year it has been confirmed again and the event will be Miss Muddy Creswick. It will run over two days instead of one and will have a very local focus on opportunities for the local community to be more involved. One of the things missing was junior events and these will now be held.

A local group will be working to promote arts and culture and I have met with Pavilion Arts and Sustainability to this end. A meeting was held in Creswick with Regional Arts Victoria to inform locals of available assistance.

Last weekend kicked off with a Patriotic Dinner at Creswick Town Hall. Volunteers had cleaned the magnificent marble honour roll and the place was packed with people supporting our Creswick–Smeaton RSL branch to remember 100 years since the ANZAC tragedy. I represented the Shire at this event.

On Sunday, a display of WW1 memorabilia was opened at the Town Hall and this display will be there until ANZAC day. People there heard Australian Legend Ted Egan, who had come from the Northern Territory to the event, describe it as one of the best exhibitions he had seen, and I suspect he has seen many in his lifetime. The downside of the last two events was the lack of toilet amenities. I did remind patrons that we would soon have some inside facilities for the first time in 150 years. This is a big step for Creswick.

On a trip around the shire with Councillors and officers, we were able to see firsthand the years of neglect around public toilets and I really felt quite ashamed upon reflection. We were also able to see that a great deal more was required for young people and although Creswick was probably the worst there is, a great deal to do throughout the whole shire.

Two positive things that have caused many good comments are progress on the Slaty Creek Bridge and the heritage listing of Kingston Avenue of Honour.

Councillor Sebastian Klein, Coliban Ward

Looking back at the month, I almost can't believe that it has only been four weeks... It has been a busy month focussing on local projects but also on the development of the State Government's Rate Capping regime.

In meetings with the Local Government Minister, the Essential Services Commission, Rural Councils Victoria and Local Government Victoria, what is clear is that rate capping is going ahead. Not clear is the exact format it will take. This will be the subject of a Victorian Local government Association (VLGA) forum on Thursday morning bringing together the Chair of the Essential Services Commission, Ron Ben-

David, Local Government Victoria, Cr Micaela Driberg from City of Monash and Graeme Sansom from University of Technology Sydney. It will be the first chance for councillors and staff to directly access the bodies responsible for implementing the program along with responses from academic and councillor perspectives. There are a limited number of places left if anyone here is interested.

What is clear is that there are likely to be a number of criteria for demonstrating need and community involvement for budget decisions that involve increases in rates above the proposed cap. These include status as a rural shire, growth pressures, responsible financial planning and levels of community involvement in consultation.

Consultation has been a hot topic this month with a number of people questioning our consultation models at a ward meeting, largely concerning the Bullarto Picnic Shelter and kerbside extension of waste pickup, and with a small group setting up a petition on the main street of Trentham against the recently endorsed Streetscape plan out there.

In both cases, some of the loudest voices are those that did not participate in the consultation. This is particularly frustrating given the intensive consultation conducted on both fronts. There are two things that are worth emphasising in this context - first that consultation is never going to be perfect - we can only strive to improve our efforts and that it is always going to be stronger and more functional if citizens take part in it.

What is clear is that we cannot repeat every piece of consultation work that we undertake, especially where the pushback from residents only occurs when plans are already endorsed and actioned. I continue to encourage communities to be actively and constructively involved in Council activities.

Finally, I attended the Rural Councils Summit in Northern Grampians Shire where hot topics included rate capping and the locking of indexation on Federal Assistance Grants. There was also a number of inspiring speakers on small scale and niche farming and the way councils can enable this increasingly important part of our economy and culture including local organic and ethical producers as well as Matthew Evans and Emma Dean of Gourmet Chef and MasterChef fame. I look forward to progressing these ideas as part of our economic development work on Council.

I attended a range of other events as well. These are included in my written report.

- Victorian Local Governance Association (VLGA) - Leadership where to next for communities?
- Working group on Trentham Mechanics handover processes
- Meeting with the Essential Services Commission in Melbourne regarding Rate Capping
- Opening of the Wombat Trail

- VLGA Board retreat
- Meeting with concerned resident from Mulcahys Road
- Youth facilities tour
- Meeting with Minister Hutchins re Rate Capping and others
- Trentham Art and Craft Show
- Ward meeting in Bullarto
- Trentham New Mechanics Community Reference Group
- Rural Councils Victoria Summit
- VLGA Resource and Finance Sub-Committee.

Councillor Greg May, Creswick Ward

In the period since my last Councillor report the 21st Anderson's Mill Festival has been held. The festival attracted over 50 stallholders and a very good crowd and was fortunate to have perfect weather conditions. A good deal of those stallholders are local producers and community groups who have the opportunity to showcase their wares and raise funds for their organisations.

The festival has always prided itself in being community and family focused with a particular focus on the younger members of our community. Apart from an animal farm, pony rides, gold panning and face painting for the kids, there are a number of activities for kids which take place in the old granary building at the mill. Children can make a simple wooden tool box or a pasta necklace or even a birdfeeder and are supervised by slightly older youngsters from the Newlyn junior football and netball teams. It's wonderful to see such a hub of activity when you enter the old building and to see the smiling and sometimes brightly painted faces of the kids and not an electronic device in sight.

The unfortunate closure of the Anderson's Mill Bridge shortly before the festival presented some organisational challenges but these were overcome and all went smoothly on the day. Thanks must go to the members of the Hepburn Shire outdoor staff who assisted with traffic flow on the day and to the Shire for support of the festival in general.

Along with fellow Councillors and Council staff, I recently travelled throughout the shire inspecting various facilities such as recreation reserves, skate parks etc. Whilst I saw some facilities in great need of improvement, I also saw some facilities which we can be very happy with. I saw green playable ovals in Clunes, Daylesford, Newlyn, Trentham and Hepburn which is a great result given the dry conditions recently. I saw great netball facilities in Clunes, a new netball court under construction in Hepburn, a newly resurfaced netball court in Newlyn and shortly we will hopefully see netball courts in Trentham, Creswick and Daylesford, resurfaced with a Plexipave surface. I appreciate that football and netball are not the only sports which people

participate in throughout the Shire but we should also acknowledge that they do provide recreational and social outlets for a large number of our residents both young and old.

On a completely different subject, I recently had the pleasure of viewing an art exhibition in the Daylesford Town Hall by local artist Brian Nash. We do have many talented people living in our Shire and Brian is no exception. Many of his paintings are of iconic scenes within the Shire such as the Glenlyon Cup on New Year's Day, majestic gum trees near Mt Franklin and an approaching storm at Blampied, all of which he very skilfully brings to life.

I would also like to report that the plans for the new Netball change rooms and public toilets for the Newlyn Recreation Reserve have been completed and now the construction processes can commence.

It's also pleasing to see that the Kingston Avenue of Honour has recently been included on the Victorian Heritage Register. This must be a good result for the Kingston Friends of the Avenue group who work particularly hard to keep the avenue in such great condition.

Finally, I was asked recently to become the community member on the school council of the Newlyn Primary School. While being a little reluctant to join another organisation with meetings to attend, I did agree. Newlyn school has only seven students this year but are determined to try to remain open. I believe that the closure of small country schools can have a very detrimental effect on the local community and collectively more effort should be put in to ensure their survival.

Councillor Bill McClenaghan, Holcombe Ward

The past month has been the lull before the storm as this week everything starts happening, starting with an MAV Rural and Regional Forum this Thursday and two MAV response deadlines on Friday.

- Submissions for the MAV Strategic Work Plan 2015/16 and
- Motions for the forthcoming first MAV State Council in May.

I thank my colleagues for their input on these matters.

On Saturday 28th March, I attended the 150th Anniversary of the Hepburn Mineral Springs Reserve and the official opening of the new pedestrian bridge over Spring Creek.

Wednesday 8th April saw another Glenlyon Recreation Reserve Special Committee meeting with plans for growing the user groups and improving the reserve under discussion.

On Thursday 16th April I attended the Daylesford Highland Gathering Association AGM, together with the Mayor. I officiated at the election of the ongoing Committee. This year will see the 64th Highland Gathering in Daylesford, a wonderfully consistent performance beaten only by the Glenlyon New Year's Day Sports.

This Saturday sees the 100th anniversary of the ANZAC landing at Gallipoli and I am pleased to be able to attend several local services. I will be actually running four of these ANZAC services, maybe five, commencing at Hepburn Springs and then, after the main march and service in Daylesford, extra services at three of our small rural communities of Clydesdale, Drummond and Bullarto. We may need an extra service at Drummond on Friday as local advertising has advertised that day rather than the 25th although it will be a good trial run for the big day. Just might blow the budget on the need for extra wreaths for these services although we might re-use the wreath for Drummond on the big day.

At Drummond, a special 3D interpretive sign has been erected near the War Memorial at the commencement of the Avenue of Honour. There is a brass plaque on this sign with the names of fifty local men who left their homes and loved ones and went to war in 1914. The Avenue of Honour at Drummond now features "fifty trees for fifty soldiers".

It is pleasing how well these small communities have rallied for the ANZAC 100th this year and it is to be hoped that the values of the ANZAC tradition live on there with renewed community spirit, help and support for one's mates, friends and neighbours and the strength and courage that we show through our lives, particularly in the face of adversity, through disasters and when times get tough.

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 Don Henderson

Seconded: Councillor Greg May

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. PETITIONS

Nil

9.2. QUESTIONS

Question 1: From Ms Liz Burns, Musk

In follow up with my concerns about widespread inappropriate use of herbicides on public land throughout Hepburn shire over the last 6 months, I have gathered numerous incidents of public health being compromised. **Given Hepburn Shire has built a reputation as a health destination, how does Council propose to deal with the economic consequences of this reputation being destroyed?**

Answered by Mayor Councillor Kate Redwood

Hepburn Shire, particularly Daylesford is a well known tourist destination. We continue to work with all stakeholders, including business and tourism groups. Council has agreed to prepare signs, at its own expense, to put on the gates of organic and sensitive farms and we are working towards that at present. You may wish to discuss with Cr May the precise wording of such a sign.

Question 2: From Ms Liz Burns, Musk

I've also collected many good news stories of non toxic weed control methods that have enhanced our reputation amongst visitors. In particular, the use of goats and a cow to clean up the East Street spring land at no cost to the ratepayers with no use of fossil fuels. Many families were visiting from Melbourne to sit with these animals.

Can Council please explain why these animals have been evicted?

Answered by Mayor Councillor Kate Redwood

The animals were placed on public land without the appropriate permits in accordance with Council Local Laws.

Following concerns raised by a resident and the absence of the appropriate approvals, Council sought to have the animals relocated. This is Council's current position but one that quite a few of us would like to review.

Question 3: From Ms Margaret Botheras,
Committee Member, Bullarto Community Planning Group

Bullarto Community Facilities

Old Blackwood Road is a narrow, gravel, no-through road. There are five working farms on this road. Two of these farms also have numerous horses. Farm vehicle

traffic is frequent, along with horse floats, but more importantly, horse riders, often at weekends.

Central Highlands Water also has a pine plantation and reserves on this road, needing slashing, spraying and sometimes the use of heavy earth-moving equipment. In addition, the pines have already begun to be harvested, using log trucks and other large equipment.

This narrow road does not allow safe vehicle parking on the road-side, despite the opposite being suggested as a key factor supporting the recommendation of Site 4 (page 32 of today's Agenda). Additionally, there is insufficient room for vehicles to safely turn around.

Also stated on page 32, Site 4 allows users to "easily access the facilities" from this road. But, between the road and Site 4 is a ditch and quite a steep bank that does not allow easy access from the road, especially if carrying a picnic to enjoy at the shelter.

With all these safety factors considered, how can Site 4 be the best place for the Bullarto Community Picnic Shelter?

Answered by Mayor Councillor Kate Redwood

Access and safety issues will be considered when the facilities, including a picnic shelter and interpretive sign, are installed at an agreed location.

As you are aware the location of the Bullarto facilities will be considered at Item 11.3 on the agenda of tonight's meeting.

**Question 4: From Ms Naomi Botheras,
Committee Member, Bullarto Community Planning Group**

Bullarto Community Facilities

On page 30 of today's Agenda, Council officers state the Bullarto Hall Committee of Management "reluctantly compromised" to Site 4 as the location for a community picnic shelter on the Bullarto Recreation Reserve.

A dictionary definition of compromise is "settlement of a dispute by concessions on each side", or "something midway between different things".

Initially, a BBQ was proposed, but the Hall Committee objected, so the Bullarto Community Planning Group compromised and withdrew this suggestion.

The Planning Group then researched, gathered opinions, and considered all perspectives in nominating a possible location for the picnic shelter – Site 1. It was

considered this Site would enhance the vista of the Hall, and extend the functionality for Hirers of the Hall and the wider community, rather than "impact...on Hall bookings and annual events held at the site" (pg. 31). However, the Hall Committee again objected, but offered no alternative suggestion, so again, compromise, this time to Site 2.

Finally, the Hall Committee suggested Site 4, at the furthest point from the Hall, on the very edge of the Recreation Reserve. Again, compromise by the Planning Group, nominating Site 3 as the final site which is logical, fair, safe, and will most enhance the use of the facilities.

Madam Mayor, given that a compromise requires concessions on each side, how can Site 4, the ONLY site ever proposed by the Bullarto Hall Committee of Management, be the Site recommended for location of a community picnic shelter on the Bullarto Recreation Reserve?

Answered by Mayor Councillor Kate Redwood

As you are aware the location of the Bullarto facilities will be considered at Item 11.3 on the agenda of tonight's meeting.

Question 5: From Ms Gayle Walker, Bullarto

Bullarto Community Facilities – Picnic Shelter

After nearly two years of talking and investigating possibilities for a site for a picnic shelter (and once upon a time a BBQ) on the Bullarto Recreation Reserve in Bullarto, and many compromises and Council meetings later, the site Council officers propose is a site that is close to a gate that accesses a rural property, is close to an embankment (the highest point on the whole reserve) and very close to a well used gravel road; the most dangerous site.

Is the proposed site (which was supposed to be decided and work well under way by March 2015) just an attempt to delay any decision being made on the site and so forth the building of any new facilities at the Bullarto Recreation Reserve ? and therefore shelving the whole project?

Answered by Mayor Councillor Kate Redwood

As you are aware the location of the Bullarto facilities will be considered at Item 11.3 on the agenda of tonight's meeting.

Question 6: From Ms Mary Harvey
Acting Chair, Bullarto Community Planning Group

Bullarto Community Facilities

The site for the Bullarto picnic shelter recommended by Council officers on the recreation reserve adjacent to Old Blackwood Road is zoned *Farm Zone (FZ)*.

In regard to constructing a picnic shelter on this land the setback for buildings and works specified in the *Schedule to the farming zone* from road frontage is usually 20 metres. Even in the *Township Zone (TZ)* the setback is usually a minimum of 4 metres.

The picnic shelter would not fit in this location. It would mean a north facing 6 X 4 m picnic shelter would have to be placed in front of the access gate, on the access track used by vehicles for overflow parking at the annual tractor pull.

Even if the setback were completely ignored, the 6 metre picnic shelter would need to be located right on the front boundary with Old Blackwood Road, with the access track and gateway located immediately on the other side for overflow parking, an extremely unsafe situation. It would also render the shelter unusable at the annual tractor pull.

Question: In recommending this site, have Council officers considered that other decision guidelines in the Hepburn Planning Scheme (35.07-6) which must be considered before deciding on an application to construct a building include the following environmental issues:

- "the impact of the proposal on the natural physical features and resources of the area"
- "the impact of the use or development on the flora and fauna on the site and its surrounds"
- "the need to protect and enhance the biodiversity of the area, including the retention of vegetation and faunal habitat and the need to revegetate..."?

Answered by Mayor Councillor Kate Redwood

Farm Zone requirements, under the Hepburn Planning Scheme, will be considered as appropriate when Council progresses to detailed planning for the facilities, including a picnic shelter and interpretive sign, at an agreed location.

As you are aware the location of the Bullarto facilities will be considered at Item 11.3 on the agenda of tonight's meeting.

Question 7: From Mr Don Harvey, Bullarto

Bullarto Community Facilities

On Tuesday April 14th the Bullarto Community Planning Group were called to a meeting by Council officers and were told that the "Council is committed to leasing the recreation reserve land at Bullarto to the Bullarto Hall Committee and that that was to be the basis of all further discussion and action on the matter". **Is this the case, and when did the Council debate, formulate and pass this resolution as a motion?**

Answered by Mayor Councillor Kate Redwood

Council considered and resolved this matter on 19 August 2014. The full resolution is available for viewing in the minutes of that meeting. In brief, Council resolved to:

- continue to lease the land to the Bullarto Public Hall Committee; and
- reserve the land as a recreation reserve.

Question 8: From Mr Gary McIntosh Retired Chair, Bullarto Community Planning Group

Madam Mayor, following two Council facilitated community consultation meetings held at Bullarto Hall in June and August 2013, in September 2013 Council officers formally requested I lead a group with the stated objective to: "Establish an appropriate location for a BBQ (electric undercover) and a community map." I am pleased to advise that this task is now completed.

Over an extended period the process has involved organising two community get-togethers at Bullarto Hall with letterbox drops to every resident of Bullarto and nearby areas inviting all to participate and contribute. These events were also publicly advertised. In addition hundreds of hours of volunteer effort have been contributed.

The outcome has seen Council declaring a new recreation reserve for Bullarto on the Council owned old public tennis court land where the new facilities are to be located and the allocation of \$22K in Council's 2014/15 budget.

The exact site for a picnic shelter, interpretive display and community noticeboard recommended by the planning group following 18 months of objective, open and transparent analysis of all options are shown in order of preference 1-3 on the scaled drawing and aerial photograph on page 31 of today's agenda. Site 1 is the logical, much preferred location but all three are in safe and sunny locations, two of the key selection criteria.

Madam Mayor, may a small water tank be added to the picnic shelter as no water is currently publicly available anywhere in Bullarto Township? This could be funded out of community contributions if necessary.

Answered by Mayor Councillor Kate Redwood

Council will need to take this question on notice as this proposal of a water tank has not been raised previously.

It can be considered and assessed when the project progresses to design stage, subject to the project's scope and budget.

**Question 9: From Mr Gary McIntosh
Retired Chair, Bullarto Community Planning Group**

Some groups that are expected to utilise these new facilities and also hire the Hall are the Kyneton District Trail Riders Club, The Grey Nomads, The Southern Explorers, the Bullarto Primary School and of course the Community Planning Group at their get-togethers and events.

At the recommended location the new facilities will be able to be utilised by the maximum number of patrons including private hall hirers and importantly will be available, accessible and visible to those patrons travelling on the Tourist Railway and a future Rail Trail entering from the eastern side of the Hall and reserve.

There are no safety concerns of a nearby road or planning requirements of setbacks from road frontages at these sites nor is there any need for removal of native vegetation or shading issues.

The new facilities will be able to be fully utilised exclusively by the Hall Committee at the annual Tractor Pull event and by patrons at the annual Bush dance who camp overnight. This is truly an outcome that will benefit the community into the future.

Madam Mayor, will Council request the Bullarto Hall Committee revegetate the area in the south-western corner of the recreation reserve where a large 25 year old native Honey-Myrtle shrubbery has recently been completely removed leaving the area scalped to bare earth on this important and significant road frontage of the Old Blackwood Road? This wide spreading precious shrubbery can be clearly seen in the aerial photographs in today's agenda and was known to be habitat for a family of thornbills and other small birds.

Answered by Mayor Councillor Kate Redwood

Council's Planning Department has investigated the removal of vegetation on this site and written to the Bullarto Hall Committee. The Committee was advised that the

removal was not considered in accordance with the Planning Scheme. This has concluded the matter. No request to re-vegetate the land has been made.

9.3. REQUESTS TO ADDRESS COUNCIL

Ms Mary Harvey, Acting Chair, Bullarto Community Planning Group addressed Council on the subject of the Council officers' recommendation in relation to the location of community facilities on the Bullarto recreation reserve, specifically the "key factors supporting this recommendation".

Mr Don Harvey addressed Council on the general matter of the disappearance of publicly accessible land in the Bullarto township and the need for the Hepburn Shire Council to support public access to its own block of land adjacent to the Bullarto Hall.

10. STATUTORY PLANNING REPORTS

There are no Planning Applications for consideration at the April 2015 Council Meeting.

11. OFFICERS' REPORTS

11.1. PROPOSED BUDGET 2015/16

GENERAL MANAGER CORPORATE SERVICES

In providing this advice to Council as the Manager Finance and Information Technology, I Trafford Thompson have no interests to disclose in this report.

PURPOSE

The purpose of this report is for Council to consider the Proposed Budget 2015/16.

BACKGROUND

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

ISSUE/DISCUSSION

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

The recommendations below are the formal resolutions to be passed by Council to finalise the Proposed Budget 2015/16, which will be placed on public display until 5pm Thursday 21 May 2015.

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

A copy of the Proposed Budget 2015/16 is included as Attachment 1 (Issued under Separate Cover).

Budget Process

Budget process	Timing
1. Officers update Council's current year forecast	Dec
2. Officers prepare operating and capital budgets	Jan/Feb
3. Councillors consider draft budgets at informal briefings	Mar/Apr
4. Proposed budget submitted to Council for approval	21-Apr
5. Public notice advising intention to adopt budget	22-Apr
6. Proposed budget available for public inspection and submissions	23-Apr
7. Public submission process commences	23-Apr
8. Budget Information Session - Daylesford	30-Apr
9. Budget Information Sessions - Creswick and Clunes	4-May
10. Budget Information Sessions - Trentham and Glenlyon	5-May
11. Submissions period closes (28 days)	21-May
12. Submissions considered by Council	25-May
13. Budget presented to Council for adoption	16-Jun
14. Copy of adopted budget submitted to the Minister	30-Jun

Budget Summary

The 2015/16 budget includes an increase of 4.0% in the rate in the dollar to be levied for each type or class of land, raising total revenue received from rates to \$15.627 million, including \$170,000 generated from supplementary rates. In addition, \$2.349 million will be raised from the waste management and kerbside collection charges.

The budgeted operating result for the 2015/16 year is a surplus of \$3.606 million, compared to a forecast surplus of \$1.979 million in 2014/15.

Total cash and investments are forecast to decrease by \$1.637 million to \$8.720 million as at 30 June 2016. There is one primary driver of this change, being projects carried forward to 2015/16. This new practice of including carried forward amounts has been implemented to improve transparency. Funding carried forward for Capital Projects total \$1.135 million and \$1.053 million for operational projects. Without the inclusion of these carried forward projects, cash and cash equivalents for 2015/16 would be forecast to increase by \$551,000. This is consistent with Council's long term financial plan objective of increasing working capital and liquidity.

Carry Forward from 2014/15

Funding has been included in the 2015/16 budget for projects currently included in the 2014/15 budget but which are anticipated to be unexpended as at 30 June 2015. These funds include all sources of allocated revenue received prior to 30 June 2015. The reason for identifying and including the required carry forward funds is to provide a complete picture of the initiatives and major initiatives that will be undertaken during 2015/16. The inclusion of carry forward projects in the 2015/16 budget and 2014/15 forecast has a nil impact over the two years, which is illustrated below:

	Carry Forward	2014/15 Forecast	2015/16 Budget	Total
Income	Excluding	\$29.973 m	\$31.699 m	\$61.672 m
	Including	\$29.973 m	\$31.699 m	\$61.672 m
Expenditure	Excluding	\$29.047 m	\$27.041 m	\$56.088 m
	Including	\$27.994 m	\$28.094 m	\$56.088 m
Surplus	Excluding	\$0.926 m	\$4.658 m	\$5.584 m
	Including	\$1.979 m	\$3.605 m	\$5.584 m
Capital Works	Excluding	\$11.747 m	\$10.930 m	\$22.677 m
	Including	\$10.612 m	\$12.065 m	\$22.677 m
Total Cash & Investments	Excluding	\$8.169 m	\$8.720 m	
	Including	\$10.357 m	\$8.720 m	

Differential Rates

Rate Differentials have been set in the proposed budget in accordance with the Rating Strategy.

The Rate Differentials that will be applied are as follows:

Type or class of land	2014/15		2015/16		Change
	\$/ \$ CIV	Differential	\$/ \$ CIV	Differential	
General Rate	0.004057	100%	0.004219	100%	4.0%
Farm Rate	0.002637	65%	0.002743	65%	4.0%
Commercial Rate	0.004706	116%	0.004895	116%	4.0%
Industrial Rate	0.004706	116%	0.004895	116%	4.0%
Mixed Use Rate	0.004706	116%	0.004895	116%	4.0%
Vacant Land Rate - Township	0.005071	125%	0.005275	125%	4.0%
Vacant Land Rate - Other	0.004057	100%	0.004219	100%	4.0%
Trust for Nature Rate	0.002029	50%	0.00211	50%	4.0%
Recreational Rate	0.002029	50%	0.00211	50%	4.0%

Charges

The annual service charges are proposed as follows:

Type of Charge	Per Rateable Property 2014/15 \$	Per Rateable Property 2015/16 \$	Change
Kerbside collection (Garbage) Existing Weekly	126.00	126.00	0.00%
Kerbside collection (Garbage) New Fortnightly	N/A	106.00	N/A
Kerbside collection (Recycling) Fortnightly	55.00	45.00	-18.18%
Commercial Garbage Charge	280.00	280.00	0.00%
Waste management charge	129.00	109.00	-15.50%

The kerbside collection charges and commercial garbage collection charge are a service charge and only those who are provided with the service are charged. Council also has a waste management charge which covers the costs of transfer stations and other costs associated with keeping the Shire clean and tidy, including street cleaning and street litter bin collection. Council considers it equitable that this charge applies to all properties. Cost savings and efficiencies have resulted in a decrease to some of these charges and the others having no increase in 2015/16.

Capital Works Program

The cost of Council's proposed capital works program for 2015/16 is \$12.065 million. This includes \$1.135 million of works carried forward from 2014/15 that will not be completed before 30 June 2015. Some highlights of the capital works program are listed below. Please note that several of these projects are subject to receiving funding from other Government sources.

- Asset Renewal Programs comprising building and structures, road resealing and resheeting, road pavement rehabilitation, road safety improvements, bridge, footpath, and kerb and channel renewals \$4.814 million
- Fleet, plant and equipment renewal \$850,000
- Streetscape implementation completion in Clunes and Creswick, and commencing in Glenlyon, Hepburn Springs and Trentham \$1.053 million
- Victoria park, Daylesford multipurpose facility \$1.880 million
- Sustainability strategy implementation - Towards Zero Emissions, Council buildings \$150,000
- Trentham community hub construction \$500,000
- Lake Daylesford improvements \$500,000
- Splash park in Creswick \$125,000
- Town and shire road signage \$100,000
- Hepburn shire council services and community hub construction documentation and tender \$250,000
- Newlyn netball facilities upgrade \$100,000
- Smeaton community centre / bowls club deck \$70,000
- Trentham and Daylesford netball courts renewal \$50,000
- Daylesford community park improvements \$40,000

Other Non-capital Initiatives

Other new and carried forward initiatives total \$1.985 million, including \$1.053 million of carry forward funding from 2014/15 and include the following projects. Some of these projects are subject to receiving funding from other Government sources.

- Implementation of youth strategy \$60,000
- Community planning implementation fund \$50,000
- Implementation of economic development strategy and destination management plan \$45,000
- Continue LED lighting the regions program \$45,000
- Calembeen Park weed eradication, revegetation and fire risk reduction \$20,000
- Clydesdale hall outdoor shelter \$15,000
- Dja Dja Wurrung recognition \$15,000
- EPA enforceable undertaking – Mount Beckworth \$55,000
- Hepburn depot soil decontamination and rectification \$60,000
- Municipal fire and emergency management systems improvement \$248,000
- Street decorations extended to Creswick \$15,000

- Sustainability strategy implementation – Towards Zero, Community buildings \$40,000
- Tree safety works \$100,000

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

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

FINANCIAL IMPLICATIONS

A financial summary of the proposed budget is detailed above.

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

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

RISK IMPLICATIONS

The annual budget process is a key driver in mitigating and controlling financial risk.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

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

Council recognises that if sufficient funds are not allocated to asset renewal then the condition of those assets will decline, along with the capacity to deliver services to the community.

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

COMMUNITY AND STAKEHOLDER ENGAGEMENT

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

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

The Proposed Budget and prescribed information will be available for inspection for 28 days at Council offices in Daylesford and Creswick, at all Hepburn Library branches and from Council's website www.hepburn.vic.gov.au.

Any person may make a submission to the Council on any proposal contained in the budget. Submissions received by the Council before 5pm Thursday 21 May 2015 will be considered in Council's decision to adopt the budget on 16 June 2015.

CONCLUSION

The Proposed Budget 2015/16 has been developed through a rigorous process that is aligned with the Council Plan 2013/17 and the initiatives in Council's other adopted strategies and plans. The proposed budget 2015/16 as tabled outlines how Council intends to deliver its strategic objectives over the next year.

OFFICER'S RECOMMENDATION

That Council, having complied with the procedures within the Local Government Act 1989 and Local Government Regulations 2004 regarding the method of preparation and content of the Budget for the 2015/16 financial year:

- 11.1.1 Determines that the Budget for 2015/16, as presented to the meeting, be proposed for the purpose of Section 127 of the Local Government Act 1989.
- 11.1.2 Makes the following declarations in relation to the Proposed 2015/16 Budget, which commences 1 July 2015:
 - No additional funds are proposed to be borrowed during the 2015/16 financial year.
 - The total amount of borrowings as at 30 June 2016 is projected to be \$3.192 million, which is \$413,000 less than the amount at 30 June 2015.
 - It be recorded that Council considers that differential rates will contribute to the equitable and efficient carrying out of Council functions. The respective types or classes of land which are subject to each differential rate are those defined in the schedule to this recommendation.
 - Council proposes the following rate in the dollar for each type of rate to be levied for the period 1 July 2015 to 30 June 2016:

Type or class of land	2014/15 \$/CIV	2015/16 \$/CIV	Change
General Rate	0.004057	0.004219	4.0%
Farm Rate	0.002637	0.002743	4.0%
Commercial Rate	0.004706	0.004895	4.0%
Industrial Rate	0.004706	0.004895	4.0%
Mixed Use Rate	0.004706	0.004895	4.0%
Vacant Land Rate - Township	0.005071	0.005275	4.0%
Vacant Land Rate - Other	0.004057	0.004219	4.0%
Trust for Nature Rate	0.002029	0.00211	4.0%
Recreational Rate	0.002029	0.00211	4.0%

- Council proposes to levy a Waste Management Charge of \$109 for the period 1 July 2015 to 30 June 2016 on all properties. Owners of farm rated properties will only pay one charge per 'single farm enterprise'.
- Council proposes to levy a Kerbside Collection (Garbage) Existing Weekly Service charge of \$126 on those residential, farm, mixed use and trust for nature properties included in the service areas for the period 1 July 2015 to 30 June 2016.
- Council proposes to levy a Kerbside Collection (Garbage) New Fortnightly Service charge of \$106 on those residential, farm, mixed use and trust for nature properties included in the service areas for the period 1 July 2015 to 30 June 2016.
- Council proposes to levy a Commercial Garbage Collection Service charge of \$280 on those properties receiving the service for the period 1 July 2015 to 30 June 2016.
- Council proposes to levy a Kerbside Collection (Recycling) Fortnightly Service charge of \$45 on those residential, farm, mixed use and trust for nature properties included in the service areas and those other properties receiving a service for the period 1 July 2015 to 30 June 2016.

11.1.3 Gives Public Notice of the preparation of the Budget 2015/16.

11.1.4 Will make the document available for public inspection for 28 days at Council offices in Daylesford, Creswick and Clunes; at Libraries in Daylesford, Creswick, Clunes and Trentham and on Council's website.

11.1.5 Will allow any person to make a written submission up until 5pm on Thursday 21 May 2015, addressed to the Chief Executive Officer.

11.1.6 Intends to meet on Monday 25 May 2015 at 6pm to consider submissions received.

- 11.1.7 Intends to meet on Tuesday 16 June 2015 at 6pm to consider and determine the adoption of the Budget 2015/16.

MOTION

That Council, having complied with the procedures within the Local Government Act 1989 and Local Government Regulations 2004 regarding the method of preparation and content of the Budget for the 2015/16 financial year:

- 11.1.1. *Determines that the Budget for 2015/16, as presented to the meeting, be proposed for the purpose of Section 127 of the Local Government Act 1989.*
- 11.1.2. *Makes the following declarations in relation to the Proposed 2015/16 Budget, which commences 1 July 2015:*
- *No additional funds are proposed to be borrowed during the 2015/16 financial year.*
 - *The total amount of borrowings as at 30 June 2016 is projected to be \$3.192 million, which is \$413,000 less than the amount at 30 June 2015.*
 - *It be recorded that Council considers that differential rates will contribute to the equitable and efficient carrying out of Council functions. The respective types or classes of land which are subject to each differential rate are those defined in the schedule to this recommendation.*
 - *Council proposes the following rate in the dollar for each type of rate to be levied for the period 1 July 2015 to 30 June 2016.*

Type or class of land	2014/15 \$/CIV	2015/16 \$/CIV	Change
General Rate	0.004057	0.004219	4.0%
Farm Rate	0.002637	0.002743	4.0%
Commercial Rate	0.004706	0.004895	4.0%
Industrial Rate	0.004706	0.004895	4.0%
Mixed Use Rate	0.004706	0.004895	4.0%
Vacant Land Rate - Township	0.005071	0.005275	4.0%
Vacant Land Rate - Other	0.004057	0.004219	4.0%
Trust for Nature Rate	0.002029	0.00211	4.0%
Recreational Rate	0.002029	0.00211	4.0%

- Council proposes to levy a Waste Management Charge of \$109 for the period 1 July 2015 to 30 June 2016 on all properties. Owners of farm rated properties will only pay one charge per 'single farm enterprise'.
- Council proposes to levy a Kerbside Collection (Garbage) Existing Weekly Service charge of \$126 on those residential, farm, mixed use and trust for nature properties included in the service areas for the period 1 July 2015 to 30 June 2016.
- Council proposes to levy a Kerbside Collection (Garbage) New Fortnightly Service charge of \$106 on those residential, farm, mixed use and trust for nature properties included in the service areas for the period 1 July 2015 to 30 June 2016.
- Council proposes to levy a Commercial Garbage Collection Service charge of \$280 on those properties receiving the service for the period 1 July 2015 to 30 June 2016.
- Council proposes to levy a Kerbside Collection (Recycling) Fortnightly Service charge of \$45 on those residential, farm, mixed use and trust for nature properties included in the service areas and those other properties receiving a service for the period 1 July 2015 to 30 June 2016.

11.1.3. Gives Public Notice of the preparation of the Budget 2015/16.

11.1.4. Will make the document available for public inspection for 28 days at Council offices in Daylesford, Creswick and Clunes; at Libraries in Daylesford, Creswick, Clunes and Trentham and on Council's website.

11.1.5. Will allow any person to make a written submission up until 5pm on Thursday 21 May 2015, addressed to the Chief Executive Officer.

11.1.6. Intends to meet on Monday 25 May 2015 at 6pm to consider submissions received.

11.1.7. Intends to meet on Tuesday 16 June 2015 at 6pm to consider and determine the adoption of the Budget 2015/16.

Moved: Councillor Don Henderson

Seconded: Councillor Sebastian Klein

Carried.

ATTACHMENT 1 - HEPBURN SHIRE COUNCIL PROPOSED BUDGET 2015/16
(ISSUED UNDER SEPARATE COVER)

**11.2. FINANCIAL REPORT - AS AT 31 MARCH 2015
GENERAL MANAGER CORPORATE SERVICES**

In providing this advice to Council as the Manager Finance and Information Technology, I Trafford Thompson have no interests to disclose in this report.

PURPOSE

The purpose of this report is to present a summary of Council's financial performance for the 2014/15 financial year up to 31 March 2015.

BACKGROUND

This report provides information on Council's operating performance for the period 1 July 2014 to 31 March 2015 and compares it to the revised budget adopted by Council in January 2015.

ISSUE/DISCUSSION

Income Statement

The year-to-date (YTD) operating result is an \$8.3 million surplus. This surplus is \$2.6 million greater than the YTD budget.

This favourable variance is comprised of \$0.7 million favourable revenue variance and \$1.9 million favourable expenditure variance.

The favourable variance within revenue can be attributed to a \$250,000 favourable YTD timing variance for the Local Roads and Bridges funding within Grants – Non recurrent and \$342,000 favourable variance from rental income, interest earnings and insurance reimbursements.

\$1.9 million YTD favourable expenditure variance is composed of employee benefits \$0.7 million and materials and services \$1.1 million. It is anticipated that these variances will remain at year end.

Please refer to the Income Statement attached for full details.

Balance Sheet

Cash at 31 March 2015 totals \$12.9 million.

Total debtors are \$6.9 million comprising \$2 million in non-rate debtors and \$4.9 million in rate debtors. Of the \$4.9 million in rate debtors, \$0.4 million relates to rates and charges from prior years. This arrears balance has reduced by \$0.8 million since 30 June 2014 due to debt collection activities. Rate debtors at the corresponding time last year were \$5.5 million.

Compared to a year ago, Council's loan balances have reduced by \$0.8 million and are down to a total of \$3.8 million. This change includes the additional \$400,000 in loan repayments that Council made from savings in the 2013/14 financial year.

Please refer to the Balance Sheet attached for full details.

Capital Works Program

To date \$5.9 million of the \$11.2 million revised capital works budget for 2014/15 has been spent. In addition, \$1.2 million has been committed to be spent via the purchasing process. Refer to Attachment 3 for project details.

COUNCIL PLAN /LEGISLATIVE COMPLIANCE

Under Section 138 of the *Local Government Act 1989*, a report comparing actual expenditure and revenue to budget must be presented at least quarterly to the Council in a meeting which is open to the public.

FINANCIAL IMPLICATIONS

The reports attached provide the opportunity for review of Council's financial position.

RISK IMPLICATIONS

The internal financial report is required to assist in decision making and ensure departments do not exceed their budget.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

None noted.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

As per the Hepburn Shire Community Engagement Framework, level 1 engagement has been undertaken. This information will be made available to the public via the minutes published on the Council's website.

CONCLUSION

The report on the financial performance of Council for the nine months from 1 July 2014 to 31 March 2015 is presented.

OFFICER'S RECOMMENDATION

11.2.1 That Council receives and notes the Financial Report for the nine months from 1 July 2014 to 31 March 2015.

MOTION

11.2.1. *That Council receives and notes the Financial Report for the nine months from 1 July 2014 to 31 March 2015.*

Moved: Councillor Pierre Niclas

Seconded: Councillor Neil Newitt

Carried.

ATTACHMENT 2 - FINANCIAL REPORT AS AT 31 MARCH 2015

Income Statement
For the period 1 July 2014 to 31 March 2015

	YTD Revised Budget 2014/15 \$'000	YTD Actual 2014/15 \$'000	Variance YTD Budget to YTD Actual \$'000	
Revenues from ordinary activities				
Rates & charges	16,991	17,122	131	1%
User Fees, Statutory fees & fines	1,056	966	(91)	-9%
Grants - Recurrent	4,447	4,459	12	0%
Grants - Non recurrent	2,463	2,724	261	11% ¹
Contributions	123	201	78	63%
Other revenue	1,124	1,466	342	30% ²
Total revenue	26,204	26,937	734	3%
Expenses from ordinary activities				
Employee benefits	7,615	6,884	731	10% ³
Materials and services	6,949	5,863	1,086	16% ⁴
Bad and doubtful debts	79	82	(3)	-3%
Depreciation/amortisation	5,021	5,021	(0)	0%
Finance costs	217	171	46	21%
Other expenses	672	609	63	9%
Total expenses	20,553	18,630	1,923	9%
Surplus (deficit) for the year	5,651	8,307	2,657	47%

1. Grants - Non recurrent are greater than budget due to the timing of receipts for Local Roads and Bridges funding (\$250K).

2. Other revenue is greater than budget due to greater rental income, interest earnings and insurance reimbursements.

3. Employee benefits less than budgeted due to unfilled vacancies and savings achieved.

4. Materials expense under budget due to expenditure for various non-capital projects being less progressed than budget and operational savings achieved.

Balance Sheet as at 31 March 2015

	31/03/2015 Actual \$000's	31/03/2014 Actual \$000's	Variance YTD Budget to YTD Actual	
Assets				
Current assets				
Cash and cash equivalents	12,926	13,646	(720)	-5% 1
Trade and other receivables	6,886	6,283	603	10% 2
Other Assets	36	41	(5)	-12%
Total current assets	19,849	19,969	(120)	-1%
Non-current assets				
Financial assets	-	250	(250)	-100% 3
Investments in associates accounted for using the equity method	-	-	-	0%
Property, plant and equipment, infrastructure	214,667	205,517	9,150	4% 4
Total non-current assets	214,667	205,767	8,900	4%
Total assets	234,516	225,736	8,780	4%
Liabilities				
Current liabilities				
Trade and other payables	(1,197)	(1,043)	(154)	15% 5
Trust funds and deposits	(898)	(949)	51	-5% 6
Provisions	(1,856)	(1,855)	(1)	0%
Interest-bearing loans and borrowings	(205)	(1,529)	1,324	-87% 7
Total current liabilities	(4,156)	(5,375)	1,219	-23%
Non-current liabilities				
Provisions	(476)	(525)	49	-9%
Interest-bearing loans and borrowings	(3,589)	(3,048)	(541)	18% 7
Other Liabilities	(134)	(188)	54	-29%
Total non-current liabilities	(4,199)	(3,761)	(438)	12%
Total liabilities	(8,355)	(9,137)	782	-9%
Net Assets	226,161	216,600	9,561	4%
Equity				
Accumulated surplus	(132,463)	(132,612)	149	0%
Surplus YTD	(8,307)	(6,488)	(1,819)	28% 8
Reserves	(85,391)	(77,500)	(7,891)	10% 9
Total Equity	(226,161)	(216,600)	(9,561)	4%

1. Reduction in cash and cash equivalents is a combination of increased non-rates debtors, conversion of financial assets to cash and additional repayment of loan and borrowings.

2. Trade and other debtors have increased due an increase of non-rates debtors.

3. Financial asset (bank bill) matured August 2014, at which time it transferred to cash and cash equivalents.

4. The increase is primarily due to a \$7.8M revaluation of Land, Buildings and Bridges being applied at 30 June

5. Trade and other payables is higher as a result of timing of payments.

6. Trust funds have decreased due to the repayment of flood contract retentions.

7. Loans and borrowings have decreased due to scheduled repayments plus an additional \$400K paid from savings in the 2013-2014 financial year. A transfer of \$1.4M from current to non-current liabilities reflects the Local Government Funding Vehicle Program Trust Loan.

8. Refer to comments in the income statement.

9. The increase is mainly due to the \$7.8M revaluation of Council's assets at 30 June 2014.

Cashflow Statement
For the period 1 July 2014 to 31 March 2015

	31/03/2015 Actual	31/03/2014 Actual	
Cash flows from operating activities	\$'000	\$'000	
<i>Receipts</i>			
Rates & charges	12,484	11,993	
Statutory & user fees and fines	966	1,017	
Grants	7,300	7,275	
Other revenue	1,306	1,164	
Interest	288	325	
	22,344	21,774	
<i>Payments</i>			
Employee costs	(6,830)	(8,107)	1
Materials & consumables	(7,649)	(8,328)	2
Finance costs	(171)	(220)	
Other expenses	(609)	(649)	
	(15,259)	(17,303)	
Net cash provided by operating activities	7,084	4,471	
Cash flows from investing activities			
Proceeds from property, plant and equipment	73	92	
Payments for property, plant and equipment	(6,233)	(8,044)	3
Net cash used in investing activities	(6,160)	(7,952)	
Cash flows from financing activities			
Proceeds from borrowings	-	1,423	4
Repayment of borrowings	(318)	(494)	
Net cash provided by (used in) financing activities	(318)	929	
Net decrease in cash & cash equivalents	606	(2,552)	
Cash & cash equivalents at beginning of year	12,320	16,285	
Cash & cash equivalents at end of period	12,926	13,646	

1. Employee costs are down compared to last year due to employee cost savings from restructures and prior year movements in employee provisions & liabilities.

2. Material expenses are down due to expenditure on projects being less progressed than budget, operational savings and Flood Office operational costs for the same period last financial year not incurred this year.

3. Payments for capital works are less than last year due to significant flood recovery works at the same time last financial year.

4. Whilst Council had budgeted to borrow \$500,000 this financial year, under the Revised Budget this will no longer occur and Council will fund the projects via identified savings.

ATTACHMENT 3 - REVISED CAPITAL WORKS PROGRAM AS AT 31 MARCH
2015

Revised Capital Works Program

as at 31 March 2015

Project Name	Revised Budget Expenditure	YTD Actual Expenditure	% Spent YTD as at 31 March	Commitments	YTD Spend + Commitment	% YTD Spent + Commitment	Revised Budget Income	YTD Actual Income
ROADS & BRIDGES								
Asset Renewal								
Reseals	1,250,000	1,174,898	94%	98,501	1,273,399	102%	0	0
Reseal Preparation	85,000	121,437	143%	0	121,437	143%	0	0
Gravel Resheets	550,000	562,478	102%	475	562,953	102%	0	0
Bridge Replacement Design - Wheelers Bridge	113,000	69,117	61%	0	69,117	61%	0	0
Footpath Improvement and Renewal	126,000	123,107	98%	0	123,107	98%	0	0
Bridge Renewal	1,093,000	781,877	72%	51,202	833,078	76%	0	0
Daylesford Streetscape - new	261,000	201,659	77%	3,182	204,841	78%	20,000	0
Kerb & Channel Rehabilitation	125,000	6,429	5%	131,144	137,574	110%	0	0
Pavement Rehabilitation, Formation & Drainage	2,068,000	1,031,706	50%	744,141	1,775,847	86%	1,686,000	1,000,000
Road Safety Improvements	60,000	21,328	36%	11,400	32,728	55%	0	0
Total Asset Renewal	5,731,000	4,094,036	71%	1,040,044	5,134,081	90%	1,706,000	1,000,000
Asset Expansion & Upgrade								
Stanbridge Street Traffic Calming Kerbs and Signs	0	3,215	0%	0	3,215	0%	0	0
Newlyn Footpath Extension & Crossing - LGIF	15,000	0	0%	0	0	0%	15,000	15,000
Jubilee Car Park - LGIF	41,031	13,987	34%	23,262	37,248	91%	40,000	40,000
Footpath Expansion Program - LGIF	103,310	30,428	29%	91,095	121,523	118%	103,250	80,000
Implementation of Streetscape Plans Creswick	200,000	7,043	4%	0	7,043	4%	140,000	0
Suburban St Clunes Upgrade	80,000	42,574	53%	17,468	60,042	75%	0	0
Implementation of Streetscape Plans Clunes	120,000	0	0%	0	0	0%	60,000	0
Total Asset Expansion & Upgrade	559,341	97,247	17%	131,825	229,072	41%	358,250	135,000
New Assets								
Creswick Flood Mitigation Plan Implementation	47,000	70,120	149%	0	70,120	149%	0	110,000
Design & Construction of Pedestrian Bridge HMSR	120,000	118,110	98%	23,857	141,967	118%	63,000	30,000
Slaty Creek Pedestrian Bridge	120,000	4,277	4%	0	4,277	4%	120,000	100,000
Wombat Trail Stage 1 (Walking & Cycling Project 15)	35,000	26,586	76%	966	27,552	79%	18,000	15,000
Trentham Streetscape Implementation	40,000	0	0%	0	0	0%	0	0
Total New Assets	362,000	219,093	61%	24,823	243,916	67%	201,000	255,000

Revised Capital Works Program

as at 31 March 2015

Project Name	Revised Budget Expenditure	YTD Actual Expenditure	% Spent YTD as at 31 March	Commitments	YTD Spend + Commitment	% YTD Spent + Commitment	Revised Budget Income	YTD Actual Income
RECREATION								
Asset Renewal								
Playground Replacement Equipment Program	25,000	37,207	149%	0	37,207	149%	0	0
Calembeen Park - Dive Tower	104,000	0	0%	0	0	0%	0	0
Trentham Community Facilities Review	25,000	909	4%	18	927	4%	3,000	0
Mount Prospect Tennis Courts	150,000	146,600	98%	80	146,680	98%	60,000	60,000
Lake Daylesford Improvements - Stage 2 - LGIF	40,000	0	0%	0	0	0%	40,000	65,000
Multi Purpose Facility - Victoria Park, Daylesford	250,000	300	0%	0	300	0%	0	0
Basin Reserve Facility Improvements - LGIF	100,000	0	0%	0	0	0%	0	0
Library Collection Renewal	53,000	0	0%	0	0	0%	0	0
Netball Court Resurfacing - Creswick - LGIF	95,614	70	0%	160	230	0%	95,614	57,253
Creswick Bowls Club Flood Recovery (2015)	225,000	216,630	96%	1,818	218,448	97%	0	0
Bullarto Community Facilities	22,000	0	0%	0	0	0%	2,000	0
Cricket Pitch Renewal Program	15,000	5,200	35%	0	5,200	35%	0	0
Newlyn Netball Facilities	114,725	3,850	3%	2,960	6,810	6%	49,725	0
Hepburn Netball Court Upgrade	79,901	55,165	69%	11,260	66,425	83%	74,901	0
Total Asset Renewal	1,299,240	465,931	36%	16,296	482,228	37%	325,240	182,253
New Assets								
Storage Shed - Glenlyon Recreation Reserve	38,110	33,250	87%	0	33,250	87%	3,440	4,191
H.S. Public Art Appropriation, Maintenance & Replacement	40,000	4,590	11%	955	5,545	14%	0	0
Total New Assets	78,110	530,358	679%	18,217	548,575	702%	3,440	201,444
TOTAL RECREATION	1,377,350	503,771	37%	17,251	521,022	38%	328,680	186,444
LAND & BUILDINGS								
Asset Renewal								
Doug Lindsay Recreation Reserve Multi Purpose Facility	0	0	0%	0	0	0%	0	40,000
Capital Building Renewal	454,450	212,704	47%	99,617	312,321	69%	0	5,295
LGIF - Renovation of HMSR Caretakers Cottage	50,000	0	0%	0	0	0%	0	0
LGIF - Clunes Bottle Museum Repairs & Asbestos Removal	100,460	460	0%	223	683	1%	0	0
Creswick Landfill PANs Response	140,000	8,526	6%	974	9,500	7%	0	0
Creswick Hub	671,000	113,190	17%	533,509	646,699	96%	450,000	450,000

Revised Capital Works Program

as at 31 March 2015

Project Name	Revised Budget Expenditure	YTD Actual Expenditure	% Spent YTD as at 31 March	Commitments	YTD Spend + Commitment	% YTD Spent + Commitment	Revised Budget Income	YTD Actual Income
Total Asset Renewal	1,415,910	334,880	24%	634,323	969,203	68%	450,000	495,295
Asset Expansion & Upgrade								
Council Depot B20 Bio-Diesel Storage	26,000	18,086	70%	0	18,086	70%	13,000	0
Lyonville Hall Upgrade	132,000	125,193	95%	8,673	133,866	101%	132,000	132,000
Clunes Community Centre Improvements	20,000	0	0%	11,727	11,727	59%	0	0
Trentham Community Hub	250,000	0	0%	0	0	0%	0	0
Total Expansion & Upgrade	428,000	125,193	29%	20,400	145,593	34%	145,000	132,000
TOTAL LAND & BUILDINGS	1,843,910	478,159	26%	654,723	1,132,882	61%	595,000	627,295
PLANT, EQUIPMENT & OTHER								
Asset Renewal								
Works Plant And Equipment	1,166,000	376,227	32%	0	376,227	32%	254,000	971
Passenger And Commercial Fleet	0	103,039	0%	89,603	192,642	0%	0	71,705
Annual Computer equipment renewal	47,000	25,422	54%	0	25,422	54%	0	236
Telephony System	36,000	4,717	13%	0	4,717	13%	0	0
Total Asset Renewal	1,249,000	509,404	41%	89,603	599,007	48%	254,000	72,912
New Assets								
Portable Inspection Devices	35,000	1,819	5%	0	1,819	5%	0	0
Total New Assets	35,000	1,819	5%	0	1,819	5%	0	0
TOTAL PLANT, EQUIPMENT & OTHER	1,284,000	511,223	40%	89,603	600,826	47%	254,000	72,912
						0%		
TOTAL CAPITAL WORKS 2014-2015	11,157,601	5,903,530	53%	1,958,270	7,861,799	70%	3,442,930	2,276,651

11.3. BULLARTO COMMUNITY FACILITIES

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 resolve the location of the Bullarto Community Facilities to be constructed on Council owned land adjacent to the Bullarto Hall.

BACKGROUND

Council allocated \$20,000 in the 2014/15 budget to create new facilities in Bullarto. At its August 2014 Council meeting, Council approved construction of an interpretive display, notice board and picnic shelter on Council owned vacant land adjacent to the Bullarto Hall.

A Notice of Motion to evaluate an alternative site for the facilities was considered by Council in December but was unsuccessful. In 2015, Council officers have met with both the Bullarto Public Hall Committee of Management (BPHC) and the Bullarto Community Planning Group (BCPG) a number of times to discuss possible locations for the proposed community facilities on the land adjacent to the Bullarto Hall.

ISSUE/DISCUSSION

The BPHC has "reluctantly compromised" and suggested that the facilities be located as per the image below:



While the BCPG has also compromised on its proposed location a number of times, it now propose that the facilities could be located as per the rectangle numbered '3' (indicating the location for the picnic shelter) and the line numbered '3' (indicating the location of the signage) in the image below:



The issues associated with locating any facilities on this piece of land are:

- Impact of the facilities on hall bookings and annual events held at the site
- Impact on the land being utilised as overflow car parking and for the erection of marquees
- Access to the facilities from the Old Blackwood Road
- Interface between the community facilities and the hall and potential issues regarding insurance, use of toilet facilities and vehicle access
- Having the facilities located in an open, sunny site with adequate space

Following consideration of all of the factors above and subsequent to unsuccessful attempts to get the BPHC and the BCPG to agree on a compromise location, it is recommended that the Bullarto Community Facilities be located on the site proposed by the BPHC, as shown in the image below:



The key factors supporting this recommendation are that it:

- Minimises any impact on the current operations of the Bullarto Hall
- Allows for vehicles to park on the side of the Old Blackwood Road and easily access the facilities
- Provides a visible location for the facilities that will help to promote their location and maximise usage
- Provides an open, sunny site for the facilities
- Reduces possible interface issues between groups utilising the hall and the community facilities at the same time.

It was considered by officers that the location proposed by the BCPG would have had greater impact on the existing operations of the site and provided a higher level of risk for on-going interface issues between the hall and the community facilities.

In addition to the above recommendation, Council officers are currently working with the BPHC to renew the lease with Council for this site. Following discussions with the BPHC about the community facilities, it is proposed to include conditions in this lease that provide for:

- Exclusive use of the land at the annual Tractor Pull event
- Council commitment to maintain and insure the new facilities
- Installation of relevant signage
- Council commitment to remove rubbish, as required.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2013:2017:

Strategic Objective – Active and Engaged Communities

Key Strategic Activity:

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

FINANCIAL IMPLICATIONS

Council has allocated \$20,000 in the 2014/15 budget to undertake this project.

RISK IMPLICATIONS

The recommended location for the Bullarto Community Facilities has considered a number of possible risks associated with this project. These risks have included interface issues between the hall and the community facilities, vehicle movement on the site and the potential impact on the financial sustainability of the existing hall operations.

Concerns around insurance will be addressed through the lease agreement between Council and the BPHC.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

The recommended location for the facilities should minimise any financial impact on the hall operations.

The provision of these facilities has created considerable concern amongst a number of community groups and residents in Bullarto. Confirmation of a resolved location for these facilities and subsequent construction, while not appeasing all groups, will conclude this project and help to decrease the on-going community debate.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Extensive consultation with the BPHC, BCPG and broader Bullarto community has taken place through this project.

CONCLUSION

The provision of community facilities in Bullarto has caused considerable debate within the Bullarto community. Council officers have made a number of attempts to find a compromise position to meet everyone's needs. The recommended location will not please all groups; however in balancing the issues involved, the proposed location allows for the on-going operations of the Bullarto Hall and also provides easily accessible community facilities within the township of Bullarto.

OFFICER'S RECOMMENDATION

- 11.3.1 That Council approves the location of the Bullarto Community Facilities on the corner of Old Blackwood Road and 70 Old Blackwood Road on the Council owned land adjacent to the Bullarto Hall.

MOTION

11.3.1. *That Council approves the location of the Bullarto Community Facilities on the corner of Old Blackwood Road and 70 Old Blackwood Road on the Council owned land adjacent to the Bullarto Hall in the area identified as Site 4.*

Moved: Councillor Bill McClenaghan

Seconded: Councillor Sebastian Klein

Carried.

11.4. PROPOSED LOCAL LAW NO 3 - OPERATION AND MAINTENANCE OF ONSITE WASTEWATER TREATMENT SYSTEMS

CHIEF EXECUTIVE OFFICER

In providing this advice to Council as the Manager Planning, I Justin Fiddes have no interests to disclose in this report.

PURPOSE

The purpose of this report is for Council to declare its intention to introduce a new Local Law No 3 - Operation and Maintenance of Onsite Wastewater Treatment Systems and to commence advertising and consultation in accordance with the *Local Government Act 1989*.

BACKGROUND

Hepburn Shire's Domestic Wastewater Management Plan (DWMP) was adopted by Council at its June 2014 Ordinary Meeting.

Section 6.6.3 - Local Laws for Enforcement of the DWMP requires Council to introduce a Local Law to ensure the maintenance of Onsite Wastewater Treatment Systems.

ISSUE/DISCUSSION

The proposed Local Law includes the necessary information required under the *Local Government Act 1989* and provides the mechanisms to allow for enforcement to ensure the maintenance of Onsite Wastewater Treatment Systems.

A copy of the proposed Local Law No 3 - Operation and Maintenance of Onsite Wastewater Treatment Systems is attached (Attachment 4).

The Local Law will include the following:

Operation and Maintenance of Onsite Wastewater Treatment Systems

1. An owner or occupier of land on which an Onsite Wastewater Treatment System is located must ensure that the system operates and is maintained so that it does not:
 - a) cause a nuisance to others because of odour;
 - b) cause a nuisance to others because of discharge;
 - c) cause or could cause a risk to public health and;
 - d) cause or potentially cause environmental degradation.
2. An owner or occupier of land on which an Onsite Wastewater Treatment System is installed must:

- a) make the Onsite Wastewater Treatment System available for inspection by an authorised officer when requested to do so;
 - b) high risk properties as identified in the Domestic Wastewater Management Plan must provide a status report by a suitably qualified professional or servicing agent. The owner/occupier of the land must submit the report to Council within 90 days of the issue date of the initial request by Council.
3. An owner or occupier of land on which an existing or new Onsite Wastewater Treatment System is installed must have the septic tank inspected by a suitably qualified professional or servicing agent including submission of a regular maintenance reports as required by EPA Certificates of Approval or as required by any conditions contained on any approved Onsite Wastewater Treatment System (Septic Tank) permit issued by Council. The owner/occupier of the land must submit the report to Council within 30 days of the maintenance inspection.

Note: This requirement cannot be retrospectively applied to any system that has been lawfully installed and is operating where the system is not causing a public health nuisance, or, where no permit conditions were required when the Onsite Wastewater Treatment System permit was granted.

4. If an authorised officer considers that an Onsite Wastewater Treatment System is operating or maintained contrary to subclause (1), the owner or occupier of the land on which the septic system is located may be required to modify the system to the standards prescribed in the EPA Code of Practice for Onsite Wastewater Management and the Australian Standard AS/NZS 1547.

Penalty: 10 penalty units

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Local Government Act 1989 (the Act)

The Act sets out the requirements for introducing a Local Law.

In order to implement a new Local Law, Council must

- determine the form and content of the Local Law
- advertise its intention to make a new local law
- hear any submissions received in accordance with Section 223 of the Act.

Once this process is complete, Council may resolve to adopt and confirm the Local Law which comes into operation on the date it is advertised in the *Victoria Government Gazette*.

FINANCIAL IMPLICATIONS

There are no financial implications involved in making the Local Law apart from:

- Advertising costs - public notice in local papers and the *Victoria Government Gazette*.

RISK IMPLICATIONS

There are no risk implications to Council in commencing the process for implementing this new Local Law.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Not applicable.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The statutory process provides the opportunity for public comment.

Local Law No 3 – Operation and Maintenance of Onsite Wastewater Treatment Systems will be advertised in the *Victoria Government Gazette* and in local newspapers seeking public submissions in accordance with Section 223 of the *Local Government Act 1989*.

Copies of the Proposed Local Law No 3 – Operation and Maintenance of Onsite Wastewater Treatment Systems will be available for inspection from Monday 11 May 2015 at Council's offices in Daylesford, Creswick and Clunes; at all Hepburn Library branches and from Council's website www.hepburn.vic.gov.au.

Any person may make a submission to Council on the proposed Local Law by 5 pm on Friday 12 June 2015.

Following the exhibition period, Council must consider any submissions received before adopting the Local Law.

CONCLUSION

Council is required to introduce a new Local Law No 3 - Operation and Maintenance of Onsite Wastewater Treatment Systems as contained in Section 6 - Compliance, Regulations and Enforcement of the Domestic Wastewater Management Plan June 2014.

OFFICER'S RECOMMENDATION

That Council:

- 11.4.1 Gives public Notice of its intention to introduce new Local Law No 3 - Operation and Maintenance of Onsite Wastewater Treatment Systems, in accordance with Section 223 of the Local Government Act 1989, inviting any person to make a submission up until 5pm on Friday 12 June 2015, addressed to the Chief Executive Officer.

- 11.4.2 Makes the proposed Local Law No 3 - Operation and Maintenance of Onsite Wastewater Treatment Systems available for public inspection at Council offices in Daylesford, Creswick and Clunes; at Hepburn Libraries in Daylesford, Creswick, Clunes and Trentham and on Council's website.
- 11.4.3 Receives a further report to consider any public submissions lodged following the public exhibition period.

MOTION

That Council:

- 11.4.1. *Gives public Notice of its intention to introduce new Local Law No 3 - Operation and Maintenance of Onsite Wastewater Treatment Systems, in accordance with Section 223 of the Local Government Act 1989, inviting any person to make a submission up until 5pm on Friday 12 June 2015, addressed to the Chief Executive Officer.*
- 11.4.2. *Makes the proposed Local Law No 3 - Operation and Maintenance of Onsite Wastewater Treatment Systems available for public inspection at Council offices in Daylesford, Creswick and Clunes; at Hepburn Libraries in Daylesford, Creswick, Clunes and Trentham and on Council's website.*
- 11.4.3. *Receives a further report to consider any public submissions lodged following the public exhibition period.*

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

**ATTACHMENT 4 - PROPOSED LOCAL LAW NO 3 – OPERATION AND
MAINTENANCE OF ONSITE WASTEWATER TREATMENT SYSTEMS**



PROPOSED
LOCAL LAW NO 3

OPERATION AND MAINTENANCE
OF ONSITE WASTEWATER
TREATMENT SYSTEMS

APRIL 2015

1. INTRODUCTION	3
1.1 Title	3
1.2 Purpose of this Local Law	3
1.3 The Power To Make this Local Law	4
1.4 Commencement Date	4
1.5 Revocation	4
1.6 Application of the Local Law	4
2. PROCEDURAL.....	5
2.1 Operation and Maintenance of Onsite Wastewater Treatment System.....	5
3. OFFENCES AND PENALTIES	6
3.1 Enforcement.....	6
3.2 Service of Infringement Notice	6
3.3 Notices to Comply and Directions	6
3.4 Expiation of Fines Avoids Prosecution	6
3.5 Serving Infringement Notices	6
3.6 Evidence of Service	8
3.7 Compliance with Directions and Notices	8
3.8 Delegation.....	9
3.9 Urgent Circumstances.....	9
4. CERTIFICATION OF LOCAL LAW.....	9
5. DEFINITIONS.....	10

1. INTRODUCTION

1.1 TITLE

This Local Law will be known as ‘Local Law No 3 – Operation and Maintenance of Onsite Wastewater Treatment Systems and is referred to below as ‘this Local Law’.

1.2 PURPOSE OF THIS LOCAL LAW

The purpose of this Local Law is to:

- a) provide a mechanism for Council to ensure the ongoing Operation and Maintenance of Onsite Wastewater Treatment Systems so that they do not:
 - I. cause a nuisance to other because of odour;
 - II. cause a nuisance to others because of discharge;
 - III. cause or could cause a risk of public health and;
 - IV. cause or potentially cause environmental damage.
- b) provide a mechanism for Council to require the owner or occupier of the land on which an Onsite Wastewater Treatment System is installed to:
 - I. make the Onsite Wastewater Treatment System available for inspection by an authorised officer when requested to do so;
 - II. high risk properties as identified in the Domestic Wastewater Management Plan must provide a status report by a suitably qualified professional or servicing agent. The owner/occupier of the land must submit the report to Council within 90 days of the issue date of the initial request by Council and;
 - III. have the septic tank inspected by a suitably qualified professional or servicing agent including submission of a regular maintenance report as required by EPA Certificates of Approval or as required by any conditions contained on any approved Onsite Wastewater Treatment System (Septic Tank) permit issued by Council. The owner/occupier of the land must submit the report to Council within 30 days of the maintenance inspection.

Note: This requirement cannot be retrospectively applied to any system that has been lawfully installed and is operating where the system is not causing a public health nuisance, or, where no permit conditions were required when the Onsite Wastewater Treatment System permit was granted.

- c) provide a mechanism for Council should an authorised officer considers that an Onsite Wastewater Treatment System is operating or maintained contrary to subclause (1), the owner or occupier of the land on which the septic system is located may be required to modify the system to the standards prescribed in the EPA Code of Practice for Onsite Wastewater Management and the Australian Standard AS/NZA 1547.
-

1.3 THE POWER TO MAKE THIS LOCAL LAW

This Local Law is made under sections 91 and 111(1) of the *Local Government Act 1989*.

1.4 COMMENCEMENT DATE

This Local Law comes into operation on the day following the day on which notice of the making of this Local Law is published in the Victoria Government Gazette.

1.5 REVOCATION

This Local Law ceases to operate on the tenth anniversary of the day on which it commenced operation, unless revoked earlier.

1.6 APPLICATION OF THE LOCAL LAW

This Local Law applies throughout the whole of the *municipal district*.

2. PROCEDURAL

2.1 OPERATION AND MAINTENANCE OF ONSITE WASTEWATER TREATMENT SYSTEMS

Operation and Maintenance of Onsite Wastewater Treatment Systems

1. An owner or occupier of land on which an Onsite Wastewater Treatment System is located must ensure that the system operates and is maintained so that it does not:
 - a) cause a nuisance to others because of odour;
 - b) cause a nuisance to others because of discharge;
 - c) cause or could cause a risk to public health and;
 - d) cause or potentially cause environmental degradation.
2. An owner or occupier of land on which an Onsite Wastewater Treatment System is installed must:
 - a) make the Onsite Wastewater Treatment System available for inspection by an authorised officer when requested to do so;
 - b) high risk properties as identified in the Domestic Wastewater Management Plan must provide a status report by a suitably qualified professional or servicing agent. The owner/occupier of the land must submit the report to Council within 90 days of the issue date of the initial request by Council.
3. An owner or occupier of land on which an existing or new Onsite Wastewater Treatment System is installed must have the septic tank inspected by a suitably qualified professional or servicing agent including submission of a regular maintenance reports as required by EPA Certificates of Approval or as required by any conditions contained on any approved Onsite Wastewater Treatment System (Septic Tank) permit issued by Council. The owner/occupier of the land must submit the report to Council within 30 days of the maintenance inspection.

Note: This requirement cannot be retrospectively applied to any system that has been lawfully installed and is operating where the system is not causing a public health nuisance, or, where no permit conditions where required when the Onsite Wastewater Treatment System permit was granted.

4. If an authorised officer considers that an Onsite Wastewater Treatment System is operating or maintained contrary to subclause (1), the owner or occupier of the land on which the septic system is located may be required to modify the system to the standards prescribed in the EPA Code of Practice for Onsite Wastewater Management and the Australian Standard AS/NZA 1547.

Penalty: 10 penalty units

3. OFFENCES AND PENALTIES

Council has the authority to prescribe penalties and issue infringement notices for acts in contravention of its Local Laws. This authority is conferred by sections 115 and 117 of the Act.

3.1 ENFORCEMENT

3.1.1 Without affecting any provision entitling any other *person* to do so, this local law may be enforced by an *authorised officer*.

Penalty: 10 penalty units.

3.2 SERVICE OF INFRINGEMENT NOTICE

3.2.1 As an alternative to prosecution, an *authorised officer* may serve an infringement notice on a *person* whom the *authorised officer* believes has committed an offence referred to in clause 3.1, specifying the penalty and;

3.2.2 serve or cause the infringement notice to be served on that *person*.

3.3 NOTICES TO COMPLY AND DIRECTIONS

3.3.1 The *Council* or *authorised officers* may by *Notice to Comply*, direct a *person* to comply with any clause of this local law where the *Council* or *authorised officers* believe there has been a non-compliance by that *person* or in respect to any premises, things or property of which that *person* is owner or occupier.

3.4 EXPIATION OF FINES AVOIDS PROSECUTION

3.4.1 In order to avoid prosecution, the person who is served with an infringement notice must pay the penalty to the Chief Executive Officer of the Council at the Town Hall, 76 Vincent Street, Daylesford 3460 within twenty-eight days after the date of the infringement notice.

3.5 SERVING INFRINGEMENT NOTICES

3.5.1 Without limiting Section 234 of the Act, any infringement notice to be served on a person under this local law, may be served on the person by:

- (a) delivering the notice to the person;
- (b) leaving the notice at that person's usual or last known place of residence or business with a person apparently not less than sixteen years old and apparently residing or employed at that place;
- (c) sending the document by post addressed to the person at that person's last known place of residence or business; or

- 3.5.2 Where an infringement notice is directed to a person who is the owner or occupier of premises or the proprietor of a vehicle and that person's name is not known, the notice issued under this local law may be addressed to "the owner", "the occupier" or the "person in control" as the case may be.
- 3.5.4 An authorised officer may withdraw an infringement notice within twenty-eight days after its date by sending a notice to the person on whom the infringement notice was served. The notice may be sent or given in the same way as the infringement notice was serviced.
- 3.5.5 If an infringement notice is withdrawn, after the person pays the penalty, the person is entitled to a refund of the penalty.
- 3.5.6 If the person pays the penalty within the time specified in the notice and the infringement notice is not withdrawn before a charge is laid in respect of the offence, the following provisions apply:
- (a) further proceedings for an offence will not be taken against the person and;
 - (b) there is to be no conviction recorded against that person for the offence.
- 3.5.7 If:
- (a) a person served with an infringement notice has not paid the penalty within the time specified in the notice; or
 - (b) an infringement notice is withdrawn;
 - (c) proceedings may be taken or continued for the offence.

3.6 EVIDENCE OF SERVICE

- 3.6.1 A statutory declaration by an authorised officer or a person who has served or given a notice or direction in accordance with this local law stating the manner, place, date and time the notice or direction was served or given, is evidence of the notice or direction having been served or given as described in that declaration.

3.7 COMPLIANCE WITH DIRECTIONS AND NOTICES

- 3.7.1 (1) Where:
- (a) a Notice to Comply or other notice or direction is served or given pursuant to this local law.
 - (b) Section 225 of the Act does not apply and;
 - (c) the person served with or given the Notice to Comply or other notice or direction fails to give effect to it; the Council, or any other person with the approval of the Chief Executive Officer, may cause the obligation to be complied with.
- 3.7.2 The Council or the person who complies with the obligation, may recover the cost of doing so from the person who failed to do it.
-

3.8 DELEGATION

3.8.1 In accordance with Section 114 of the Act, the Council:

- (1) delegates to the Chief Executive Officer all the powers, discretions, authorities and considerations of Council under this local law including the powers, discretions and authority to apply guidelines or policies of Council, waive, fix or reduce fees or charges or to do any act, matter or thing necessary or incidental to the exercise of any function or power by the Council and;
 - (2) delegates to the Environmental Health Officer and the Compliance Officer to, the power to exercise discretions and require additional information.
-

3.9 URGENT CIRCUMSTANCES

- 3.9.1 Where in the opinion of an authorised officer or a delegate, circumstances arise as a result of a failure to comply with this local law or a permit which may place a person, animal or property or thing at risk or in danger and there is not time or it is impractical to serve a Notice to Comply, then the authorised officer or delegate may take reasonable action to immediately abate or minimise the risk or danger involved.
- 3.9.2 As soon as practicable, the authorised officer or delegate must contact:
- (a) the person by whose fault, permission or decision the situation has arisen; or
 - (b) the owner or occupier of the premises, animal, property, thing involved; and advise them of the action taken.
-

4. CERTIFICATION OF LOCAL LAW

Local Law No 3 – Operation and Maintenance of an Onsite Wastewater Treatment System was made by resolution of the Hepburn Shire Council on 17 March 2015

The COMMON SEAL of the
HEPBURN SHIRE COUNCIL

was affixed on this
2015

on the authority of the Council and signed by:

..... Mayor

..... Chief Executive Officer

Council resolved to give notice of its intention to make this Local Law at its meeting held on 2015 and this was duly advertised as follows:

Victoria Government Gazette – 2015
The Courier, Ballarat – 2015
The Advocate – 2015
Council website – 2015

Council resolved to adopt this Local Law at its meeting held on 2015 and this was duly advertised as follows:

Victoria Government Gazette – 2015
The Courier, Ballarat – 2015
The Advocate – 2015
Council website – 2015

5. DEFINITIONS

Unless inconsistent with the subject matter, the following words and phrases having the meaning indicated:

Words	Meaning
Act	<i>Local Government Act 1989</i>
Assembly of Councillors	as defined in section 3(1) of the Act: A meeting of an Advisory Committee where at least one (1) Councillor is present; or A planned or scheduled meeting at which at least half the Councillors and at least one Officer is present, and at which matters are considered that are intended or are likely to be the subject of a Council decision or the exercise of a delegated authority.
Authorised Officer	a person appointed by Council under section 224 of the Act
Chief Executive Officer	Chief Executive Officer of Council or any person acting in that position
Clause	clause of this Local Law
Common seal	common seal of Council
Conflict of interest	direct or indirect interest of the kind described in section 77A of the Act
Council	Hepburn Shire Council
Councillor	a Councillor of Council who has taken the oath of office in accordance with section 63 of the Act
Council Meeting	Includes a meeting at which the Mayor is elected, an Ordinary Meeting and Special Meeting of Council but does not include an Assembly of Councillors
Deputy Mayor	a Councillor who has been elected to the position of Deputy Mayor to act on behalf of the Mayor in his or her absence
Mayor	the Mayor of Council and any other Councillor acting as Mayor.
Meeting	an Ordinary or Special Meeting of Council

Words	Meaning
Minister	Minister responsible for the administration of the Act.
Minutes	record of proceedings of a meeting
Motion	a proposal framed in a way that will result in the opinion of Council being expressed or a Council decision being made
Officer	employee of Council
offence	an act or default contrary to this Local Law
Penalty Unit	as prescribed in the <i>Sentencing Act 1992</i>
Statutory Meeting	a meeting of Council held for the election of the Mayor and Deputy Mayor, and where necessary, for the taking of the Oath or Affirmation of Office by Councillors
Written or in writing	includes duplicated, lithographed, photocopied, photographed, transmitted by facsimile, transmitted electronically by email, printed or typed
Onsite Wastewater Treatment System	a treatment system that generates up to 5,000 litres per day of wastewater on the allotment where it was generated
High Risk Properties	those properties deemed high risk or in high density development areas as identified in the Domestic Wastewater Management Plan 2014
Domestic Wastewater Management Plan	Hepburn Shire Domestic Wasterwater Management Plan 2014

11.5. ADOPTION OF MUNICIPAL EARLY YEARS PLAN

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 adopting the draft Municipal Early Years Plan - Healthy Active and Safe Children.

BACKGROUND

There is substantial evidence that the early years are crucial in setting the stage for later life.

In developing an Early Years plan Council, in partnership with the community and providers of early childhood services, sought to identify:

1. The current and potential future needs of children and families in Hepburn;
2. Gaps and weaknesses in the provision and management of infrastructure and services, including childcare, to support children and families;
3. Opportunities to improve and enhance the provision and management of infrastructure and services to support children and families;
4. Key community priorities and actions for Council and other service providers.

ISSUE/DISCUSSION

The Hepburn Municipal Early Years Plan (2015-2017) *Healthy, Active and Safe Children* (Attachment 5) sets out the actions Council, in partnership with other agencies and the community, will undertake. Overseen by a Working Group of early years service providers, the Plan has been shaped by an analysis of data about children and families in Hepburn Shire and consultation.

Actions in the Plan are grouped under four key themes:

1. **Access and participation** - including services for children and families, better integration of services, child friendly spaces and improved participation in Maternal Child Health and preschool.
2. **Community Connectedness** - including connecting with other families and child and family friendly infrastructure. A key action in this area is to assess how well Council infrastructure meets the needs of children and families and develop an improvement plan.
3. **Health and wellbeing** - including immunisation rates, breastfeeding, physical health and readiness for school. The Low Immunisation Coverage project was implemented in 2014, with involvement by Hepburn Shire Council, Hepburn

Health Service, Springs Medical Centre, Creswick Medical Centre and Maternal Child Health Nurses.

4. **Leadership** - under this theme the priority is to enhance and improve Council's leadership of the early years agenda at the local level.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2013:2017:

Strategic Objective – Active and Engaged Communities

Key Strategic Activity:

3. Improve and enhance the provision and management of infrastructure and services to support children and families.

FINANCIAL IMPLICATIONS

Council currently owns and manages a range of facilities which deliver services to children and families including five preschools, the Daylesford and District Childcare Centre as well as many playgrounds and other recreation facilities and spaces.

Council, along with state government funds Maternal and Child Health Services and contracts Hepburn Health Service to deliver the services across the municipality.

These services and activities are provided for in the current budget. The provision of new or additional services and activities will be subject to Council's usual budget and decision-making processes.

RISK IMPLICATIONS

None identified.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Actions set out in the Plan intend to strengthen children's participation in community and social life, receive basic services - health care, child care and early education and provide an environment where children will be healthy, active and safe.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The Municipal Early Years Plan consultation process, which captured the views of 99 families and the voices of 367 children, included:

- Facilitated community conversations within each of the five townships
- An online survey hosted on Council's website, and paper surveys distributed widely by a range of children's services and
- Direct consultation with children within each township.

CONCLUSION

The Municipal Early Years Plan, Healthy, Active and Safe Children sets out a number of specific actions that aim to achieve the key objectives in a number of priority areas under the themes of Access and Participation, Community Connectedness, Health and Wellbeing and Leadership.

OFFICER'S RECOMMENDATION

11.5.1 That Council adopts the Municipal Early Years Plan - Healthy Active and Safe Children 2015-2017.

MOTION

11.5.1. *That Council adopts the Municipal Early Years Plan - Healthy Active and Safe Children 2015-2017.*

Moved: Councillor Sebastian Klein

Seconded: Councillor Greg May

Carried.

ATTACHMENT 5 - HEPBURN MUNICIPAL EARLY YEARS PLAN (2015-2017)
HEALTHY, ACTIVE AND SAFE CHILDREN

Hepburn

SHIRE COUNCIL

HEALTHY ACTIVE AND SAFE CHILDREN
DRAFT MUNICIPAL EARLY YEARS PLAN

APRIL 2015



01. INTRODUCTION3

02. CHILDREN IN HEPBURN4

03. PRIORITIES AND ACTIONS5

01. INTRODUCTION

The Hepburn Municipal Early Years Plan (2014-2017) *Healthy, Active and Safe Children* sets out the actions Council, in partnership with other agencies and the community, will take to deliver on the Hepburn Shire Council Plan's Key Strategic Activity 3 to: Improve and enhance the provision and management of infrastructure and services to support children and families.

WHY AN EARLY YEARS PLAN?

There is substantial evidence that:

- The early years are crucial in setting the stage for later life
- Young children develop through their relationships with others
- Children's development is shaped by the balance between risk and protective factors
- Supporting families effectively requires a comprehensive, coordinated family-centred service system.
- Addressing disadvantage in the early years can end generations of disengagement for families and provide children with the opportunity of breaking the cycle of disadvantage
- Children's health, social and emotional wellbeing and their intellectual development are the business of all early years service providers
- The integration of services makes life easier for and less stressful for children and families through more consistent forms of delivery.

In developing an Early Years plan Council, in partnership with the community and providers of early childhood services sought to identify:

1. The current and potential future needs of children and families in Hepburn;
2. Gaps and weaknesses in the provision and management of infrastructure and services, including childcare, to support children and families;

3. Opportunities to improve and enhance the provision and management of infrastructure and services to support children and families;
4. Key community priorities and actions for Council and other service providers.

DEVELOPING THE PLAN

Overseen by a Working Group of early years service providers, the Plan has been shaped by an analysis of data about children and families in Hepburn Shire and consultation.

The consultation process, which captured the views of 99 families and the voices of 367 children, included:

- Facilitated community conversations within each of the five townships
- An online survey hosted on the Council's website, and paper surveys distributed widely by a range of children's services and
- Direct consultation with children within each township.

The data analysis and consultation report are included as attachments to the plan.

THE VISION

Community members participating in the consultation process to develop the plan shared their vision for a child friendly Hepburn. They saw a need to strengthen local venues, facilities, and 'spaces' where children:

- Participate more in family, community and social life;
- Meet their friends and play;
- Get involved in local events;
- Receive basic services - health care, child care, education;
- Will be active and healthy; and
- Are safe.

02. CHILDREN IN HEPBURN



How many Children?

Hepburn Shire (LGA)		Vic	Aust
Age	No	% of pop	% pop
0-4 years	806	5.6	6.4
5-9 years	873	6.1	6.3

1,475 couple families with children lived in Hepburn, or 35.5% of all families compared with 46% couple families with children for the whole of Victoria. 16.6% (643) of families were one parent families compared with 15.5 % in Victoria.

One of the protective factors that affect children's development is adequate family income and housing. In Hepburn Local Government Area (LGA) 34.65% of households had a weekly household income of less than \$600 compared with Victoria 23.8% and Australia 23.7%. Only 3.9% of households in Hepburn had a weekly household income of more than \$3,000 compared with Victoria 10.4% and Australia 11.2 %.

Transition to School - Australian Early Development Index

The Australian Early Development Index (AEDI) is a measure of how young children are developing in different communities. It is a population measure of children's development as they enter school. Based on scores from a teacher-completed checklist the AEDI measures five areas (domains) of early childhood development:

- (1) physical health and wellbeing,
- (2) social competence,
- (3) emotional maturity,
- (4) language and cognitive skills (school based)
- (5) communication skills and general knowledge. Children who score below the 10th percentile are considered developmentally vulnerable in that area.

Hepburn Shire Results

178 children were surveyed in Hepburn LGA and the results showed that 24.1% of children in Hepburn Shire were vulnerable on one or more domains compared with 19.5% of children in Victoria and 22% across Australia. 11.1% of children in Hepburn Shire were developmentally vulnerable on two or more domains compared with 9.5 % of children in Victoria and 10.8% across Australia. This was a significant increase from the 2009 AEDI survey.

03. PRIORITIES AND ACTIONS



THEMES

Actions in the Plan are grouped under four key themes:

Access and participation

Community Connectedness

Health and wellbeing

Leadership

1. ACCESS AND PARTICIPATION

Priority	Objective	Actions	Target
1. Services for children and families	Improve and enhance the provision of and management of services to support children and families	<p>Investigate opportunities to increase access to childcare across Hepburn.</p> <p>Investigate funding for additional children's services e.g. parenting support programs</p>	<p>Increased number of childcare places available.</p> <p>Funding secured and/or additional services provided.</p>
2. Integrated and connected services	Strengthen relationships between early years service providers to improve children's health and wellbeing.	<p>Map the service system and work to improve pathways and coordination between services.</p> <p>Develop innovative ways to engage with vulnerable families.</p> <p>Enhance physical activity programs in school and pre -schools.</p>	Establish and resource the Hepburn Early Years Network.
3. Spaces and venues	Ensure that each major township has a child and family friendly space for early years activities.	<p>Develop short term options.</p> <p>Progress integrated community and early years models.</p>	

Priority	Objective	Actions	Target
4. Maternal Child Health participation	Improve children's participation rates for key age and stage consultations	<p>Strengthen and develop promotion and marketing strategies.</p> <p>Consider provision of MCH services at childcare centres and pre-schools.</p> <p>Review and improve mother and baby discharge notification processes.</p>	Increase participation rates to statewide benchmarks
5. Participation in early education	<p>Improve kindergarten attendance rates</p> <p>Reduce Prep to Grade 2 school absences</p>	<p>Develop a strategy to increase participation rates .</p> <p>Strengthen and develop promotion and marketing strategies and partnerships.</p> <p>Strengthen relationships with school community and understanding of reasons for absences.</p>	Reduce vulnerability of children in Hepburn.

2. COMMUNITY CONNECTEDNESS

Priority	Objective	Actions	Target
1. Connecting with other families	Provide opportunities for families to come together in family friendly places.	<p>Explore alternative venues for Trentham Playgroup.</p> <p>Explore the use of symbols that denote child friendly places.</p>	No. of playgroups.
2. Child and family friendly infrastructure	Improve amenity of our communities for children and families.	<p>Assess how well Council infrastructure meets the needs of children and families and develop improvement plan.</p> <p>Improve footpaths and connectivity of key child-related sites.</p>	Improved levels of service

3. HEALTH AND WELLBEING

Priority	Objective	Action	Target
1. Immunisation	Increase immunisation participation rates	Marketing and promotion Implement the Low Immunisation Coverage project	% increase in immunisation rates
2. Breastfeeding	Maintain and improve current breastfeeding rates.		Improved breastfeeding rates
3. Optimal physical health	Improve the physical health of children at school entry.	Enhance family friendly infrastructure that promotes physical activity. Explore and implement physical and better eating programs across Hepburn.	% decrease in children vulnerable on the physical domain of the Australian Early Development Index (AEDI).
4. Readiness for school	Improve children's social competence including communication skills and general knowledge at school entry.	Continue to provide early years programs in libraries. Maintain and build on transition programs between preschools and primary schools. Explore opportunities for new programs that promote early childhood development.	No of programs for 0-5 year olds.

4. LEADERSHIP

Priority	Objective	Action	Target
Leading the Early Years agenda locally	Improve Council's leadership around early years.	Implement the Early Years Plan . Convene an Early Years Network.	% actions implemented Meets at least 3 times per year.

Priority	Objective	Action	Target
	Use the evidence to strengthen the forward planning process.	<p>Develop a guide to Hepburn Early Years services.</p> <p>Strengthen coordination of Council strategies as they relate to children and families.</p> <p>Engage children in developing an implementing Council strategies.</p>	Guide produced and available hard copy & on-line.

11.6. ADOPTION OF THE MUNICIPAL EMERGENCY MANAGEMENT PLAN

GENERAL MANAGER INFRASTRUCTURE

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

PURPOSE

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

BACKGROUND

According to Section 20(1) of the *Emergency Management Act 1986*, it is the responsibility of all municipal Councils to prepare and maintain a Municipal Emergency Management Plan (MEMP). The aim of the MEMP is to detail the agreed arrangements for the prevention, response, and the recovery of emergency events that impacts Hepburn Shire.

ISSUE/DISCUSSION

Following an audit of Council's MEMP in April 2014 by the State Emergency Service (SES), a number of improvement opportunities were identified. As a result, a complete review and rewrite of the MEMP was undertaken.

A Project Working Group was formed to guide the review which consisted of Council officers and emergency service agencies including SES, Victoria Police and Department of Human Services. The objectives of the review process were to:

- Review the MEMP and Sub Plans;
- Develop Standard Operating Procedures;
- Raise general awareness of roles and responsibilities;
- Identify training needs;
- Improve our emergency management capabilities.

The draft MEMP has been developed as an 'electronic document' stored on password protected website page. Moving to this approach, means any updates can be done via the electronic document and are instantly available. This approach also provides for hyperlinks directly to sub plans or other websites from the relevant parts of the MEMP. A version is also able to be saved onto desktops as a backup for emergency management personnel. This eliminates the need for regular printing and circulation of controlled copies.

A number of operational procedures in key areas such as post impact assessment, communications and emergency animal welfare were reviewed or developed during

the project, and an ongoing program to develop additional procedures over the coming six months has been prepared to further improve our capabilities.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2013:2017:

Strategic Objective – Sustainable Environment and a Vibrant Economy

Key Strategic Activity:

17. Review and analyse Council's current operating emergency management framework for preparation, response and recovery areas with a view to delivering improved outcomes for communities affected by emergencies and natural disasters.

Action: Review Council's current arrangements to inform a strategy to better address emerging changes in emergency management.

Under Section 20 (1) of the *Emergency Management Act 1986*, Victorian Councils are required to prepare and maintain a Municipal Emergency Management Plan.

The plan must also be audited every three years by the State Emergency Service to assess if the plan is compliant with the guidelines issued by the Emergency Services Minister.

FINANCIAL IMPLICATIONS

There are no additional financial implications attached to the adoption of the MEMP by Council. Hepburn Shire Council currently meets its obligations under the Act through the provision of key emergency management staff such as the Municipal Emergency Resource Officer (MERO). All of the actions outlined within the MEMP will fall within the existing recurrent budget and some state government grant funds through the Municipal Emergency Resourcing Funding program.

RISK IMPLICATIONS

There are no risk implications attached to the adoption of the MEMP by Council. Adopting the MEMP will assist in clearly outlining the agreed arrangements for the prevention, response, and the recovery of emergency events.

Should Council not adopt the MEMP, there is a risk of not meeting our legislative requirement under the *Emergency Management Act 1986*.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Adopting the MEMP is expected to have a positive impact on environmental, social and economic measures. The plan outlines a series of actions that provide an easy to

understand framework, which aims to improve Council's capacity in emergency management.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The MEMP has been developed with direct input from Victoria Police, State Emergency Service, Department of Human Services, Council's Emergency Management Team and various Council officers.

The Municipal Emergency Management Planning Committee was also provided with opportunities for input and comment on a number of occasions through its development.

The draft MEMP was also presented and endorsed at the Municipal Emergency Management Planning Committee on 19 March 2015.

CONCLUSION

The draft Municipal Emergency Management Plan outlines a clear framework to support emergency response agencies and meet Council's obligations in the planning, prevention, response and the recovery of emergency events.

The draft Municipal Emergency Management Plan also increases Council's capabilities through the development of operational procedures and teams in key areas such as post impact assessment, communications and emergency animal welfare.

OFFICER'S RECOMMENDATION

That Council:

- 11.6.1 Adopts the Hepburn Shire Municipal Emergency Management Plan 2014-2017.
- 11.6.2 Makes available a public version of the Hepburn Shire Municipal Emergency Management Plan on Council's website.

MOTION

That Council:

- 11.6.1. *Adopts the Hepburn Shire Municipal Emergency Management Plan 2014-2017.*
- 11.6.2. *Makes available a public version of the Hepburn Shire Municipal Emergency Management Plan on Council's website.*

Moved: Councillor Greg May

Seconded: Councillor Pierre Niclas

Carried.

ATTACHMENT 6 - DRAFT MUNICIPAL EMERGENCY MANAGEMENT PLAN
2014-2017
(ISSUED UNDER SEPARATE COVER)

**11.7. APPOINTMENT OF COMMITTEE MEMBER TO THE LYONVILLE HALL SPECIAL COMMITTEE
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 to recommend to Council the appointment of a community member to the Lyonville Hall Special Committee.

BACKGROUND

In accordance with the current Instrument of Delegation, the Committee shall be comprised of at least seven community members.

The current Committee comprises of seven community members.

ISSUE/DISCUSSION

As advised at the February Council meeting, at the Annual General Meeting of the Lyonville Hall Special Committee held on 21 October 2014, the meeting elected the following community members who had not been appointed by Council:

- Office bearer: Ms Dorothy Fuller, elected as Secretary.
- Committee members: Ms Shirley Corneille, Mr Andrew Lim (term expired in 2013) and Ms Joanna Mason.

Council wrote to the abovementioned community members on 30 January 2015 inviting them to submit a formal application for membership to this special committee.

At the February Council meeting, Council appointed Ms Dorothy Fuller and Ms Joanne Mason to the committee for a period from 18 February 2015 to 31 August 2016 to meet the minimum requirement for seven members.

Council has now received a nomination from Ms Shirley Corneille.

Ms Corneille's application stated that she will bring to the Committee an independent and unbiased view along with a love for the community and willingness to work towards making it better.

Ms Corneille has previously been a member of this Committee supporting it for more than 5 years, and stated that she has the experience to complete her duties.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Local Government Act 1989 – Council has the power to appoint members to Special Committees of Council.

FINANCIAL IMPLICATIONS

None identified.

RISK IMPLICATIONS

None identified.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

No change to current arrangements.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

In January 2015, Council wrote to the community members who were not appointed by Council inviting them apply for formal membership to the Lyonville Hall Special Committee.

CONCLUSION

The appointment of Ms Shirley Corneille to the Lyonville Hall Special Committee results in an increase of committee membership to eight members.

OFFICER'S RECOMMENDATION

That Council:

- 11.7.1 Appoints Ms Shirley Corneille to the Lyonville Hall Special Committee for a period commencing Wednesday 22 April 2015 to Wednesday 31 August 2016.
- 11.7.2 Pursuant to section 81(2A) of the Local Government Act 1989, exempts the above Special Committee members from being required to submit a primary return or ordinary return.

MOTION

That Council:

- 11.7.1. *Appoints Ms Shirley Corneille to the Lyonville Hall Special Committee for a period commencing Wednesday 22 April 2015 to Wednesday 31 August 2016.*
- 11.7.2. *Pursuant to section 81(2A) of the Local Government Act 1989, exempts the above Special Committee members from being required to submit a primary return or ordinary return.*

Moved: Councillor Sebastian Klein

Seconded: Councillor Neil Newitt

Carried.

**11.8. RECORD OF ASSEMBLIES OF COUNCILLORS – MARCH 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 March 2015	Council Chamber, Daylesford Town Hall	Councillor Briefing
5 March 2015	Council Chamber, Daylesford Town Hall	Mineral Springs Reserves Advisory Committee

Assemblies of Councillors		
Date	Location	Committee Name
10 March 2015	Council Chamber, Daylesford Town Hall	Councillor Briefing – Proposed Budget 2015/16
17 March 2015	Trentham Mechanics Institute	Councillor/CEO Meeting
17 March 2015	Trentham Mechanics Institute	Pre Council Meeting Briefing
19 March 2015	Doug Lindsay Recreation Reserve, Creswick	Municipal Emergency Management Planning Committee

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 March 2015.

MOTION

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

Moved: Councillor Sebastian Klein

Seconded: Councillor Neil Newitt

Carried.

ATTACHMENT 7 - RECORDS OF ASSEMBLIES OF COUNCILLORS –
MARCH 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 March 2015
 Time: 9:00 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 | <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 | Cultural & Community Development Officer, Kate Gerritsen |
| <input checked="" type="checkbox"/> GM Corporate Services Grant Schuster | Property Officer, Karen Ratcliffe |
| <input checked="" type="checkbox"/> GM Community Services Kathleen Brannigan | Environmental Health Co-ordinator, Melissa Phillips |
| <input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas | Manager Planning, Justin Fiddes |
| <input checked="" type="checkbox"/> Other, please specify:
Manager Community & Economic Development, Adam McSwain | Planning Co-ordinator, Louise Johnston |

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned
<i>Cr Greg May</i>	<i>10:45am - 11:15am</i>
<i>Cr Bill McClenaghan</i>	<i>4:05pm - 4:45pm</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: *Grant Schuster*

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 MARCH 2015

Tuesday 3 March 2015
 Council Chamber, Daylesford Town Hall
 9:00am – 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.	9:00am	Presentation	Recommendation from the Public Art Panel – Selected Artist for the Daylesford-Hepburn Public Art Commission	Community & Cultural Development Officer	Page 4
2.	9:30 am	Report	Bullarto Community Facilities	Manager Community & Economic Development	Page 7
3.	10:00 am	Presentation	Road Upgrade Policy	General Manager Infrastructure	Page 8
4.	10:30 am	Report	Daylesford Victoria Park Caravan Park – Proposed Lease Assignment	Property Officer	Page 9
5.	10:45 am	Presentation	Creswick Four Seasons Events – Funding Allocation	General Manager Community Services	Page 12

CONFIDENTIAL
 ► COUNCILLOR BRIEFING AGENDA
 TUESDAY 3 MARCH 2015

No	Time	Agenda Item		Presenter	No
6.	11.15am	Presentation	Municipal Health and Wellbeing Plan 2013 – 2017 Update	Environmental Health Co-ordinator	Page 13
7.	11:45am	Presentation	Daylesford ARC - Daylesford Neighbourhood Centre Management	General Manager Community Services	Page 14
	12:15pm	Lunch Break Lunch will be provided			
8.	12.45 pm	Workshop	Hepburn Hub – Design Workshop with Architects	Chief Executive Officer Dean Landy, ClarkeHopkins Clarke	Page 15
9.	2:30pm	External Presentation	Smeaton Community Plan 2015 Presented by Smeaton residents	Community & Cultural Development Officer	Page 16
	3:00pm		<i>Attachment 1 – Draft Smeaton Community Plan</i> <i>Discussion following presentation</i>		Page 18
	3:15pm	Break			
10.	3:30pm	Presentation	Youth Strategy 2015 - 2020	Manager Community & Economic Development	Page 25
11.	4:00pm	Report	Hepburn Shire Libraries – Five Year Service Level Agreement with City of Ballarat	Manager Community & Economic Development	Page 26

CONFIDENTIAL

► COUNCILLOR BRIEFING AGENDA
TUESDAY 3 MARCH 2015

No	Time		Agenda Item	Presenter	No
12.	4:15pm		Planning Update	Manager Planning	Page 29
13.		Report	Planning Application 10152.01– 4 Raglan Street, Daylesford – Construction of a Front Fence Attachment 2 – Aerial Photo and Site Plan	Manager Planning	Page 30 Page 32
14.		Report	Planning Application 675 – 63A Raglan Street, Daylesford – Construction of Seven Dwellings and a Seven Lot Subdivision and Associated Works including Site cut greater than one metre. Attachment 3 – Aerial Photo and Development Plans	Planning Co-ordinator	Page 35 Page 39
15.		For Noting	Agenda Items – Next Council Meeting		Page 45
16.	5:00pm		CLOSE OF MEETING		Page 46

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor GREG MAY. hereby disclose
a conflict of interest in the following matter CRESWICK WARD - FOUR SEASONS
..... 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 3/3/2015

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: Greg May

Date: 3/3/2015

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor BILL MCCLENAGHAN hereby disclose
a conflict of interest in the following matter ITEM 13 ON COUNCILLOR
BRIEFING AGENDA - PLANNING APPLICATION
AT 4 RAGLAN ST DAYLESFORD.

This matter is being considered at a meeting of

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

on TUE 03 MAR 15

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:

THIS PROPERTY BORDERS ON RAILWAY
LAND LEASED TO THE CENTRAL HIGHLANDS
TOURIST RAILWAY. I AM A DIRECTOR OF
CHTR

Print Name: BILL MCCLENAGHAN
Signed: [Signature]
Date: 03, Mar 15

RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: Mineral Springs Reserves Advisory Committee Meeting

Date: 5 March 2015

Time: 5.30pm – 7.30pm

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

Councillors present:

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

Members of Council Staff present:

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

Conflict of Interest Disclosures:

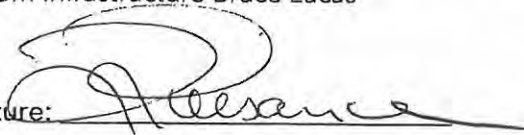
Councillor Name	Time Left and Returned

Matters Considered:

Agenda Attached

Name and title of Officer responsible for this written record: Paulette Pleasance

- | | |
|---|--|
| <input type="checkbox"/> CEO Aaron van Egmond | <input checked="" 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.

Mineral Springs Reserve Advisory Committee

Thursday 5 March 2015

Council Chambers

5.30pm – 7.30pm

Attendees: Cr Pierre Niclas, Bruce Lucas, Bill Guest, Gary Lawrence, Sissy Austin, Lisa Rodier, Andrew Shugg, Victor Szwed

Apologies: James Lowe, DELWP Representative

Item No	Time	Agenda Item	Presenter
1	5.30pm	Informal Welcome to all Members	All
2	6.00pm	Round the Table Introductions	All
3	6.15pm	Terms of Reference	Bruce
4	6.30pm	Work Plan for 2015 <ul style="list-style-type: none"> • Maintenance & Improvement Programs • Major Projects • Sourcing & Securing Grant Funding 	All
5	7.00pm	Victorian Mineral Water Committee Strategic Master Plan	Bruce
6	7.10pm	Hepburn Mineral Springs Reserve 150 th Anniversary	Bruce/Gary/Bill
7	7.20pm	Meeting Dates for 2015	All
	7.30pm	Meeting Close	

RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: Special Councillor Briefing – Proposed Budget 2015/16

Date: Tuesday 10 March 2015

Time: 1:00pm – 5:20pm

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 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 checked="" type="checkbox"/> Other, please specify: |
| <input checked="" type="checkbox"/> GM Corporate Services Grant Schuster | Manager Finance & IT, Trafford Thompson |
| <input checked="" type="checkbox"/> GM Community Services Kathleen Brannigan | |
| <input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas | |

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned
Cr Bill McClenaghan	1:10pm – 1:30pm

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: Grant Schuster

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

CONFIDENTIAL
 ► COUNCILLOR BRIEFING AGENDA
 TUESDAY 10 MARCH 2015

Tuesday 10 March 2015
 Council Chamber, Daylesford Town Hall
 1:00pm – 5:00pm

-
- PRESENT:**
- Councillors Kate Redwood AM, Don Henderson, 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:** Cr Sebastian Klein

No	Time	Agenda Item		Presenter
1.	1:00pm	Presentation	Proposed Budget 2015/16 – Draft Fees and Charges	GM Corporate Services Manager Finance and IT
2.	2:00pm	Presentation	Proposed Budget 2015/16	GM Corporate Services Manager Finance and IT
3.	5:00pm	CLOSE OF MEETING		

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor BILL M'CLEENAGHAN hereby disclose
a conflict of interest in the following matter WASTE MANAGEMENT
FEES & CHARGES

This matter is being considered at a meeting of

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

on TUE 10 MAR 15

The class of the interest is (tick appropriate box)

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

Please select from the following types of indirect interest:

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

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

The nature of the interest is as follows:

AS OWNED/OPERATOR OF A LOCAL WASTE
MANAGEMENT BUSINESS, I HAVE A DIRECT
CONFLICT OF INTEREST WITH THE QUANTITY
OF WASTE DISPOSAL FEES.

Print Name: BILL M'CLEENAGHAN

Signed: [Signature]

Date: 10 Mar 15

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 March 2015
 Time: 2:00 pm

Venue: Council Chamber Daylesford
 Senior Citizens Centre Daylesford
 Other (specify) – Trentham Mechanics Institute

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

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 March 2015

Trentham Mechanics Institute

2:00PM

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

CHAIR: Councillor Kate Redwood AM APOLOGIES: Cr Newitt

No.	Time	Agenda Item	Presenter
1.	2:00pm	HMSR 150th Celebrations - Acknowledgement of Traditional Owners	Cr Kate Redwood
2.		Policy and arrangements to fly the Aboriginal flag	Cr Kate Redwood
3.		Compliance and infringements	Cr Sebastian Klein
4.		Recreation Rates	Cr Greg May
5.		Private contractors doing road works	Cr Bill McClenaghan
6.		Councillor Invitations	Cr Bill McClenaghan
7.		Transfer Station Operation from 01 April 2015	Cr Bill McClenaghan
8.		Contracts that may have been let	Cr Bill McClenaghan
9.		Renaming the Glenlyon Recreation Reserve	Cr Bill McClenaghan
10.		Follow up of previous matters outstanding	Cr Bill McClenaghan
11.		Daylesford Town Hall Security	Cr Bill McClenaghan
12.		Street Tree removal	Aaron van Egmond
13.		Hepburn Hub	Aaron van Egmond
14.		Andersons Mill Bridge	Aaron van Egmond/Bruce Lucas

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 March 2015

Time: 3:30 pm - 5:10pm

Venue: Council Chamber Daylesford
 Senior Citizens Centre Daylesford
 Other (specify) – Trentham Mechanics Institute

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 checked="" type="checkbox"/> Other, please specify: |
| <input checked="" type="checkbox"/> GM Corporate Services Grant Schuster | Manager Planning, Justin Fiddes |
| <input checked="" type="checkbox"/> GM Community Services Kathleen Brannigan | Manager Community & Economic |
| <input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas | Development, Adam McSwain |

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned
<i>Cr Bill McClenaghan</i>	<i>4:10pm - 4:47pm</i>

Matters Considered:

Council Meeting Agenda – Tuesday 17 March 2015

Agenda Attached

Name and title of Officer responsible for this written record:

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

Signature: *Grant Schuster*

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

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor BILL M^cCLENAGHAN hereby disclose
a conflict of interest in the following matter ITEM 10.2 PLANNING APPLICATION
FOR CONSTRUCTION OF A FRONT FENCE AT 4
RIGGAN ST DAYLETFORD

This matter is being considered at a meeting of

- Council Meeting
- Councillor Briefing
- Special Committee
- Audit and Risk Advisory Committee
- Assembly of Councillors PRIOR TO COUNCIL MEETING

on

The class of the interest is (tick appropriate box)

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

Please select from the following types of indirect interest:

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

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

The nature of the interest is as follows:

THE SUBJECT LAND IS ADJACENT TO LAND
LEASED BY THE CENTRAL HIGHLANDS TOURIST
RAILWAY ON WHICH I AM A COMPANY DIRECTOR.

Print Name: BILL M^cCLENAGHAN

Signed: *Bill McLenaghan*

Date: 17 MAR 2015

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 17/3/2015

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 ORGANISING COMMITTEE - ANDERSON'S MILL
FESTIVAL

Print Name: GREG MAY
Signed: [Signature]
Date: 17/3/2015

RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: Municipal Emergency Management Planning Committee

Date: Thursday 19 March 2015

Time: 11.30am – 1.30pm

Venue: Council Chamber Daylesford
 Senior Citizens Centre Daylesford
 Other (specify) – Doug Lindsay Recreation Reserve Creswick

Councillors present:

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

Members of Council Staff present:

<input type="checkbox"/> CEO Aaron van Egmond	<input type="checkbox"/> Other, please specify: Darren Dumesny, Steve Cook, Kevin Clohesy, Melissa Phillips, Paulette Pleasance
<input type="checkbox"/> GM Corporate Services Grant Schuster	
<input checked="" type="checkbox"/> GM Community Services Kathleen Brannigan	
<input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas	

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned

Matters Considered:

Agenda Attached

Name and title of Officer responsible for this written record:

<input type="checkbox"/> CEO Aaron van Egmond	<input checked="" type="checkbox"/> Other, please specify: Paulette Pleasance
<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.

AGENDA

► MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE

MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE

Thursday 19 March 2015 - 11.30am – 1.30pm

Doug Lindsay Recreation Reserve – Lindsay Park Drive, Creswick

Attendee	Organisation		Attendee	Organisation	
Sgt Barry Hills	VicPol		Cr Bill McClenaghan	HSC	Yes
Sgt Dean Towk	VicPol	Yes	Bruce Lucas	HSC	Yes
Sgt Wayne Gatt	VicPol	Yes	Kathleen Brannigan	HSC	Yes
Malcolm Bruce	CFA	Apology	Kevin Clohesy	HSC	Yes
Cade Dowie	CFA	yes			
Stephanie Wigan	CFA	Yes	Grant Schuster	HSC	Tentative
Alan Hives	CFA (Creswick)	Yes	Steve Cook	HSC	Yes
Alfred Mason	CFA		Darren Dumesny	HSC	yes
Geoffrey Gray	CFA		Adam McSwain	HSC	Tentative
Gerard Coffey	CFA		Melissa Phillips	HSC	Yes
Sara Coward	DHS Grampians	yes	Paulette Pleasance	HSC	Yes
Tony Grimme	SES	Yes	Gordon Cornell	WICEN	Yes
Lee Gleeson	DEPI	yes	Ted Lis	EMV	
Merydth Whitehead	DEPI	Apology	Kaylene Sudholz	EMV	
Rebecca Stacey	DEPI	yes	Margaret Holt	CHW	Apology
Dale Farnsworth	GMW		Jo-anne Dyer	CHW	
Kevin Henderson	GMW		Cameron Butcher	CHW	Apology
Paul Wallace	Parks Victoria	yes	Neville Pearce	Coliban Water	Apology
Kyra Winduss	Parks Victoria	yes	Paul Robins	Coliban Water	
Janette Barrie	Red Cross	Yes	Monte Heintz	Coliban Water	Yes
Barry Nicholls	Ambulance Victoria	Tentative	Stephen Latter	Hepburn Health	Yes
Graham McGrath	Ambulance Victoria	Yes	Richard Scholten	Powercor	
Carole Reilly	Coliban Water	Apology	Peter Gerolemou	GMWater	Apology
Kevin Henderson	GMWater	Apology	Tusitha Karunaratne	GMWater	yes

Item No	Time	Agenda Item	Presenter
1	11.30pm	Welcome & Apologies	Cr Bill McClenaghan
2	11.35pm	Adoption of Minutes – 18 December 2015	Cr Bill McClenaghan
3	11.40pm	Actions arising from minutes <ul style="list-style-type: none"> NBN /Telstra Rep attending 18 June Meeting 	Cr Bill McClenaghan
4	11.50pm	Incoming Correspondence <ul style="list-style-type: none"> SES Report March 2015 Red Cross Emergency Report March 2015 	Paulette

AGENDA

▶ MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE

		<ul style="list-style-type: none">• Red Cross Letter to EM teams Outgoing Correspondence	
5	12.00pm	MEMP Rewrite Presentation	Bruce / Steve
6	12.30pm	CERA Voting Tool Presentation	Tony Grimme
7	12.50pm	WICEN Overview	Gordon Cornell
8	1.00pm	Proposed Joint ICC / MECC Exercise	Bruce
9	1.50pm	General Business	All
10	1.30pm	Meeting Close	
Next Meeting – Thursday 18 June 2015			

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 (Section 86) Committees.

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 Warehouse – Clunes Special Committee – 19/02/2015.
- Minutes from the Creswick Museum Special Committee – 2/03/2015.
- Minutes from the Lee Medlyn Home of Bottles Special Committee – 11/03/2015.
- Minutes from the Lee Medlyn Home of Bottles Special Committee – 01/04/2015.
- Minutes from the Glenlyon Recreation Reserve Special Committee – 8/04/2015.

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 Rename Glenlyon Recreation Reserve

At the Ordinary Meeting of Council held on 17 March 2015, Council received a request from the Glenlyon Recreation Reserve Special Committee to rename the Glenlyon Recreation Reserve the 'Des Leonard Reserve'.

Council resolved to request the General Manager Corporate Services to prepare a report which considers this request in accordance with Council's policies and precedents for naming reserves.

In the Minutes from the meeting held on 8 April 2015, Council was advised:

'The committee wish to advise Council that the motion that the reserve be renamed has been withdrawn.'

As a result of this advice, no further action will be taken.

COUNCIL PLAN /LEGISLATIVE COMPLIANCE

Nil

FINANCIAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Nil

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Nil

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Members of the community are represented on these committees.

CONCLUSION

Minutes and reports have been provided for noting.

OFFICER'S RECOMMENDATION

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 Warehouse – Clunes Special Committee – 19/02/2015.
- Minutes from the Creswick Museum Special Committee – 2/03/2015.
- Minutes from the Lee Medlyn Home of Bottles Special Committee – 11/03/2015.

- Minutes from the Lee Medlyn Home of Bottles Special Committee – 01/04/2015.
- Minutes from the Glenlyon Recreation Reserve Special Committee – 8/04/2015.

12.1.2 Notes that the Glenlyon Recreation Reserve Special Committee has withdrawn its request to rename the Glenlyon Recreation Reserve.

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 Warehouse – Clunes Special Committee – 19/02/2015.*
- *Minutes from the Creswick Museum Special Committee – 2/03/2015.*
- *Minutes from the Lee Medlyn Home of Bottles Special Committee – 11/03/2015.*
- *Minutes from the Lee Medlyn Home of Bottles Special Committee – 01/04/2015.*
- *Minutes from the Glenlyon Recreation Reserve Special Committee – 8/04/2015.*

12.1.2. *Notes that the Glenlyon Recreation Reserve Special Committee has withdrawn its request to rename the Glenlyon Recreation Reserve.*

Moved: Councillor Bill McClenaghan

Seconded: Councillor Pierre Niclas

Carried.

13. COUNCIL ADVISORY COMMITTEES

13.1. MINUTES OF ADVISORY COMMITTEES

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 received from Council's Advisory Committees.

BACKGROUND

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

ISSUE/DISCUSSION

Please see listed below the minutes and other reports from Advisory Committees, as provided by the Committees

- Audit and Risk Advisory Committee – Draft Minutes – 23/02/2015.

These minutes have been provided to Councillors under separate cover.

COUNCIL PLAN /LEGISLATIVE COMPLIANCE

Nil

FINANCIAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Nil

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Nil

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Members of the community are represented on these committees.

CONCLUSION

Minutes have been provided for noting.

OFFICER'S RECOMMENDATION

13.1.1 That Council receives and notes minutes of the following Advisory Committees which have been distributed under separate cover:

- Audit and Risk Advisory Committee – Draft Minutes – 23/02/2015.

MOTION

13.1.1. *That Council receives and notes minutes of the following Advisory Committees which have been distributed under separate cover:*

- *Audit and Risk Advisory Committee – Draft Minutes – 23/02/2015.*

Moved: Councillor Sebastian Klein

Seconded: Councillor Don Henderson

Carried.

14. CONFIDENTIAL ITEMS

14.1. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

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

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

RECOMMENDATION

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 9(2)(d) Contractual matters

Contract H537-2014 – Waste Management Services

Contract H606-2015 – Plant Replacement Program 2015 – One 10 M³ Tipper Truck Cab, Chassis and Body and One Backhoe Body; and

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

Appointment of Committee Members – Audit and Risk Advisory Committee.

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*

Contract H537-2014 – Waste Management Services

Contract H606-2015 – Plant Replacement Program 2015 – One 10 M³ Tipper Truck Cab, Chassis and Body and One Backhoe Body; and

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

Appointment of Committee Members – Audit and Risk Advisory Committee.

Moved: Councillor Bill McClenaghan

Seconded: Councillor Neil Newitt

Carried.

The Meeting Closed to Members of the Public at 7:33pm.

The Mayor called a five minute comfort break at the request of Councillor Henderson.

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.*

Moved: Councillor Bill McClenaghan

Seconded: Councillor Sebastian Klein

Carried.

The Meeting re-opened to Members of the Public at 8:15pm.

In accordance with Council's resolutions, the following information is provided to the public on matters considered during the confidential section of the meeting.

14.3.1 *Awards the Tender for Contract H537-2014 – Waste Services for a term of four years plus two, two year extension options (4+2+2) commencing 1 July 2015 to:*

- *Future Employment Opportunities Inc or the operation and management of Creswick, Daylesford and Trentham Resource Recovery Centres and the transportation of residual waste and recyclables to the Daylesford Consolidation Facility at a first year contract value of \$484,680.*
- *Wheelie Waste Pty Ltd for the operation of Daylesford Consolidation Facility at a first year contract rate of \$134 per tonne for residual waste and \$0 per tonne for recyclables.*

14.4.1 *Awards Contract H606-2015 – for the supply and delivery of an Isuzu CH series GIGA 455 CXY truck with a Manual Eaton gearbox and Hercules 10m³ tipper body for the sum of \$178,860 (Ex GST) to Isuzu Ballarat and for the supply and delivery of a JCB Model 3CXElite ECO Backhoe Loader for the sum of \$139,900 (Ex GST) to JCB Ballarat.*

16. CLOSE OF MEETING

The Meeting closed at 8:15pm.
