

Hepburn

SHIRE COUNCIL

HEPBURN SHIRE COUNCIL ORDINARY MEETING OF COUNCIL MINUTES

TUESDAY 20 SEPTEMBER 2016

THE WAREHOUSE - CLUNES
36 FRASER STREET, CLUNES
6:00PM

This Document is printed on 100% Australian recycled paper.

Confirmed at the Ordinary Meeting of Council
held on Tuesday 20 September 2016



Chair, Mayor Cr Neil Newitt

Minutes

TUESDAY 20 SEPTEMBER 2016

The Warehouse
Fraser Street, Clunes
Commencing 6:00PM

CONTENTS PAGE

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.....	6
7.	ITEMS OF URGENT BUSINESS.....	6
8.	PRESENTATION OF COUNCILLOR REPORTS	7
9.	PUBLIC PARTICIPATION TIME.....	14
9.1.	PETITIONS	14
9.2.	QUESTIONS.....	14
9.3.	REQUESTS TO ADDRESS COUNCIL	14
10.	STATUTORY PLANNING REPORTS.....	15
11.	OFFICER'S REPORTS.....	16
11.1.	ANNUAL FINANCIAL REPORT 2014/15 - ADOPTION IN PRINCIPLE	16
	ATTACHMENT 1 - DRAFT ANNUAL FINANCIAL REPORT AND PERFORMANCE STATEMENT FOR THE YEAR ENDED 30 JUNE 2016 (ISSUED UNDER SEPARATE COVER).....	21
11.2.	PUBLIC HOLIDAY ARRANGEMENTS 2016-2017	22
11.3.	CHANGING THE LOCATION FOR ORDINARY COUNCIL MEETING 15 NOVEMBER 2016.....	25
11.4.	HEPBURN WHITE RIBBON COMMITTEE	27

	ATTACHMENT 2 - TERMS OF REFERENCE WHITE RIBBON COMMITTEE - JUNE 2016.....	31
11.5.	MEETING DATE TO CONSIDER REVISED BUDGET 2016/17	34
11.6.	REQUEST FOR APPROVAL TO OPERATE B-DOUBLE VEHICLES ON LOCAL COUNCIL ROADS	37
11.7.	RECORD OF ASSEMBLIES OF COUNCILLORS.....	45
	ATTACHMENT 3 - RECORDS OF ASSEMBLIES OF COUNCILLORS	48
12.	COUNCIL SPECIAL COMMITTEES (SECTION 86).....	59
12.1.	MINUTES OF SPECIAL COMMITTEES (SECTION 86).....	59
12.2.	APPOINTMENT OF MEMBERS TO SPECIAL COMMITTEES.....	62
12.3.	COUNCIL ADVISORY COMMITTEES.....	69
13.	CONFIDENTIAL ITEMS.....	70
13.1.	CLOSURE OF THE MEETING TO THE PUBLIC	70
14.	RE-OPENING OF MEETING TO PUBLIC	71
15.	CLOSE OF MEETING.....	71

BRUCE LUCAS
ACTING CHIEF EXECUTIVE OFFICER
20 SEPTEMBER 2016

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

The meeting opened at 6:02pm

PRESENT: MAYOR COUNCILLOR NEIL NEWITT, COUNCILLOR BILL MCCLENAGHAN, COUNCILLOR KATE REDWOOD AM, COUNCILLOR SEBASTIAN KLEIN, COUNCILLOR PIERRE NICLAS, COUNCILLOR DON HENDERSON, COUNCILLOR GREG MAY

IN ATTENDANCE: BRUCE LUCAS ACTING CHIEF EXECUTIVE OFFICER, GRANT SCHUSTER GENERAL MANAGER CORPORATE SERVICES, KATHLEEN BRANNIGAN GENERAL MANAGER COMMUNITY SERVICES, ALEX DALGLEISH GOVERNANCE AND INFORMATION COORDINATOR

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

Aaron van Egmond – Chief Executive Officer

4. DECLARATIONS OF CONFLICTS OF INTEREST

Nil

5. CONFIRMATION OF MINUTES

RECOMMENDATION

That Council confirms the following Minutes (as previously circulated to Councillors) as required under Section 93 (2) of the Local Government Act 1989:

5.1. Ordinary Meeting of Council held on 16 August 2016

MOTION

That Council confirms the following Minutes (as previously circulated to Councillors) as required under Section 93 (2) of the Local Government Act 1989:

5.1. Ordinary Meeting of Council held on 16 August 2016 subject to addition of the attachment for the Notice of Motion at item 6.2.

Moved: Cr Kate Redwood AM

Seconded: Cr Pierre Niclas

Carried

6. NOTICES OF MOTION

Nil

7. ITEMS OF URGENT BUSINESS

Nil

8. PRESENTATION OF COUNCILLOR REPORTS

MAYOR'S REPORT

Councillor Neil Newitt, Cameron Ward

It's been a very full month starting with the annual Clunes Community dinner and announcement of the Citizens of the Year.

This year, Dr Tess Brady, Tim Hayes, and Jacob Clarke-Demaj were honoured as Female, Male, and Young Citizen of the year. Common to all was their dedication to the community as volunteers, and their willingness to pursue opportunities for the benefit of others.

On 23 August, Council welcomed 10 of our Hepburn Shire residents as they became Australian Citizens. At the ceremony, I along with some of my councillor colleagues, Federal Member for Ballarat Catherine King and Mary Anne Thomas, Member for Macedon and council officers and guests welcomed the new citizens from many parts of the world including the USA, United Kingdom, New Zealand, Slovakia, South Africa and Brazil - now all Australian citizens, and a part of our Hepburn Shire community.

Sunday 28 August saw the wrap up of Clunes Words in Winter festival.

In Clunes, the month long festival saw 21 events held in eleven different venues with a diverse range of events for all ages - including the Clunes art show, trivia night, author talks, two music events, and film making workshops. I was pleased to represent the council at a number of these events including the regular tribute event, where a Clunes resident is recognised for their contribution to Clunes. This was hosted by the Clunes R&SL this year, who were very pleased to announce Mrs Jean Higgins as the recipient of this year's honour.

This month also saw filming for the American HBO TV series in Clunes bringing cast and crew of around 190. Filming also required an additional 150 extras that were sourced from the Clunes and neighbouring towns and surrounds. Accommodation for the production was found in Clunes and Creswick, however, accommodation in Clunes was already stretched as the 2nd annual Quiltesentially Clunes Retreat had booked a lot of the available accommodation for the 60 attending the quilting workshops.

Last weekend saw the second Clunes music festival. The festival attracted 48 participants in a range of workshops, culminating in two public concerts in town. Additionally, a number of the musicians played in the shops and under the verandas in Fraser Street.

This year, they were joined by the Melbourne University Choral Society - 60 singers also in Concert as another attraction.

All this took place whilst many were keeping an eye on the raising creek, anticipating another flood. This time, the creek held, and the town was spared the level of flooding endured during the 2010-2011 floods. My thanks to the council officers, who worked with the SES, local CFA and other agencies that kept the community informed on the flood situation as it developed.

To end, I would like to add my congratulations to the following young farmers.

The Royal Agricultural Society of Victoria (RASV) has announced the winning team of the 2016 Young Farmer Challenge state final held at the Melbourne Show on Saturday Night. The winning team consisted of Captain Mitchell Hepburn and teammates Matt Reeves, Laura Ross, Darcie Seers and Hettie Davidson, representing Clunes, Victoria.

The RASV announced: "Congratulations to the winning team representing Clunes, who have displayed an incredible array of skills in a competition that showcases and celebrates the modern day farmer." The event promotes and celebrates excellence in farming and recognises the next generation of farmers. The team will contest the National Finals to be held next year.

COUNCILLOR REPORTS

Councillor Sebastian Klein, Coliban Ward

Four years ago a new council team had the opportunity to set the cast for the coming term. We pledged to abide by the councillor code of conduct, to respect and support council decisions and to seek advice from one another on issues in each others' wards.

We have now the benefit of hindsight to look back at the past four years. To review if we honoured that code of conduct, whether we were indeed Councillors for the whole of Hepburn Shire.

For my part I have given my time and my efforts to both the intensive processes of council - as VLGA representative, on the Regional Waste Management Group and the Audit and Risk Advisory Committee; and extensively - representing my ward at all manner of events and consultations - and working as a councillor for the whole shire - Creswick pool feasibility study, Daylesford toilets - cum Hub, and the Clunes dog park.

And I have strived to not just maintain the code of conduct, but to go beyond it, in treating others with courtesy, respect and engaging in consultation, deliberation and involving the community in the debate as much as possible.

Events like those I have attended in the past month like the Trentham WiW program have provided the opportunity to maintain that connection, while my final ward meeting showed that there is yet divergent views in the community about council's last meeting and u-turns on certain items.

And despite this I continue to seek to represent all of these views in my community, despite the debate and sometimes ire at this level. In fact it is the very heart of these debates that inspires me to return to council, to represent my community and their views, to examine and investigate matters like fair expenditure across the wards - matters which I will continue to pursue in the coming years.

Councillor Greg May, Creswick Ward

I only have a few items to report this month. Since my last report I have attended the regular meeting held between members of the Kingston Avenue of Honour and Shire officers as well as the Council Community Planning meetings held in Newlyn and Dean. Last weekend I attended the Victorian Yard Dog Championships held at the Dean Recreation Reserve. This was again a successful event despite the weather conditions on Sunday.

I would also like to note the great performance of former local boy Jared Tallent in the recent Olympic Games in Rio de Janeiro. Jared won a silver medal in the 50 kilometre race walk which made him a four time Olympic Medallist in addition to him being a three time World Championship medallist.

Also since my last councillor report I have been fortunate enough to enjoy trip to China. While reporting on a holiday wouldn't normally be a part of a councillor's report, the trip did make me realise what a wonderful part of the world Australia is. Unlike most of the areas of China I visited we can breathe clean air, we can safely drink the tap water, we can be openly critical of our governments, we can drive our car on uncluttered roads and on any day of the week we choose. These things might seem simple and straightforward to us but we really should treasure them and do our utmost to preserve them.

Councillor Bill McClenaghan, Holcombe Ward

The last month has been much busier than the previous. The Glenlyon Progress Association met on 22nd August with members being updated on proposed refurbishment of the old Glenlyon Shire Hall. The meeting also included the AGM and confidence was shown in those occupying leadership roles. I congratulate Joy Durston as the continuing President.

Another similar situation was at the Drummond Hall Special Committee on Friday 26th August with the office bearers all continuing on for another year. Fortunately two other locals have joined this Special Committee, swelling its numbers to five.

Saturday 3rd September saw a big celebration at Jubilee Lake Caravan Park that has been under Co-operative management for five years now and gone from strength to strength. I was invited to the celebration and presented a special gift to management, being an original musical work composed for the occasion. I called it "The Pontoon Song" and delivered the first public performance to an appreciative audience, none of whom have seen fit to complain about its content.

Two Sundays later on 11th September, the Daylesford Historical Society held its AGM at the Daylesford Museum, where recent works, renovations and upgrades have created a wonderful historic precinct in the town. Again, I was asked to conduct the election of passionate and committed people onto the ongoing Committee. Congratulations to them all. Those present were treated to a talk and an art exhibition featuring original works by the late Jack Stormer Green, who painted iconic local landscapes and historic buildings, some of which like Fleischer's Blacksmith Shop in Glenlyon, have been demolished and consigned to history.

Tomorrow is the AGM of the Glenlyon Recreation Reserve Special Committee however the President, Bob Kennedy, is still in hospital (albeit on the mend) and it looks like I will be chairing the Meeting. I attend Special Committee Meetings in Glenlyon and Drummond, not because I am appointed onto the Committees but because I am the only Council person who does attend.

Lastly, last Thursday evening, I was invited again to the Bullarto Public Hall to present Certificates of Appreciation to long standing and hardworking Committee Members and volunteers. After conflict on the Committee last year and a bureaucratic quick-fix regarding the Committee's triennial reappointment whereby more than two members of one family were disallowed on the Committee, several hardworking members of the community looked like withdrawing from volunteer roles. However, it is good to report that the problem has now been overcome and these volunteers still feel valued as volunteers need to feel. The pristine condition of this Hall is indeed a credit to them. I congratulate Len Orr as the continuing President after holding the position since 1971. I also congratulate Graeme Orr, a former Hepburn Shire Commissioner, on attaining a Sixty Year Service Award. This is commitment and an inspiration to the up and coming younger generation.

Councillor Kate Redwood AM, Birch Ward

A surprisingly busy and varied month following the Council meeting held on 16 August 2016.

The wide concern from the community about homeless people in our district continues. I did a half hour interview on this on our community radio. It is a complex issue but with better coordination between Council and responsible agencies for housing and financial support as well as health services, I believe we could reduce the numbers of people who are currently in dire circumstances.

The campaign led by the Daylesford Neighbourhood Centre to acquire the old police station continues on, with a meeting held on site with the Member for Macedon, Mary Anne Thomas.

Cr Niclas and I held a ward meeting in the Leonards Hill hall with Musk Vale residents concerned by the spate of dog attacks in that area. It is understood that the investigations of recent complaints have been completed by Council officers. The next meeting on this issue at the Leonards Hill hall will be held on 24 September. All welcome.

A meeting was held with the CEO and members of the Boite Festival committee. The aim was to see if it might be possible to retrieve this much loved annual festival from its new home in Abbotsford. It seems that a January date is not acceptable because of concern re fire risk for the 400 plus participants. However the Boite committee are to consider an alternative and somewhat smaller event at another time of the year. This could be in 2017 earliest.

Council's second citizenship ceremony for the year was held on 23 August. This event was attended by our federal representative Catherine King, and state representative, Mary Anne Thomas. It is always such a happy occasion to welcome new citizens from many different countries now all part of our wonderful multicultural community. I attended, along with Crs, Newitt, Niclas, McClenaghan, and Henderson.

The preparation of the masterplan for Wombat Hill Botanic Gardens is almost complete under the expert leadership of Andrew Laidlaw, well known for his work at the Royal Botanic Gardens in Melbourne, Geelong and other regional botanic gardens. I am optimistic that this masterplan will be listed for adoption by the new Council early in the new term, as it has the potential for delivering not only a hundred year lease of life for our highly valued heritage botanic gardens, but an internationally recognised garden, with great tourist attraction. I have been working with the Friends of the Wombat Hill Botanic Gardens on obtaining DGR status to expand their fund raising capacity.

I attended the second meeting of the White Ribbon Committee and chaired it in Cr May's absence overseas. This is a group full of energy and relevant past experience

in White Ribbon Committees, and is putting together a public event to mark White Ribbon Day in November, which will demonstrate our ongoing commitment to reduce the presence of family violence in our community.

I attended the celebration at Daylesford Primary School of the visit from Italy of a number of teachers as part of the About T@ste event at the school. The children were most impressive with their cooking and their performances in Italian. The Italian visitors presented me with a medallion from the Province of Novarra, and asked that I pass this on to our CEO, and noted that they would welcome a photograph for officials in Milan. It was interesting to hear from them that their primary schools are full of refugee children from Sudan, Algeria, Tunisia and other North African and Middle Eastern countries. They were very interested to hear about the Swiss Italian refugees who came here in the 1860s.

I attended the AGM of the Daylesford and District Historical Society, along with Cr McClenaghan. It is wonderful to see the dramatic results being achieved in restoring the building and reorganising the displays of historic artefacts. The committee and volunteers are to be congratulated on the excellent job that they are doing.

I attended the DFNC presentation night held at the new facilities at Vic Park. I want you to know that this event has been transformed by the new building. It was jumping, packed to the rafters and full of children, parents, grandparents, older players and volunteers and all having the time of their lives. A far cry from the rather poorly attended and boring presentation events I had been to in the past. We should all be very pleased and proud that the new building is being so well used.

Lastly, I hope that you have all bought a sausage and a raffle ticket from the sausage sizzle stall outside Coles on Saturdays through the month, raising funds for Christmas Cheer. The volunteers supporting this cause are working tirelessly for a very good cause and deserve to be supported.

Councillor Don Henderson, Creswick Ward

This month has been quiet but it was all action last weekend at Dean when sheepdog trials saw visitors from different states as well as locals converge on the Dean Rec Reserve. Volunteers made all very welcome and those who attended applauded loudly the work that went into this event. The organisers were very appreciative of the assistance from other community groups and the Shire. Our events coordinator Rebecca Pedretti was described as fabulous by organisers.

Dean has set a precedent by having some locals act as sheepdogs under the direction of local identity Brian Maher who is also president of our committee. They were scored against a champion dog and according to them, won by one point. I personally thought the judge had been nobbled but was assured that all was in

order. The dog was ready for a few more rounds which is more than can be said for Brian's motley crew.

The rains came during last week and tested some of our flood mitigation works in Creswick. There were some very concerned people who had been flooded multiple times who naturally had very vivid memories of those times. Council staff and myself spent time during the night and early next morning and many residents were assured by the presence of the Shire. Our outside crews worked in terrible conditions and I take this time to publicly put on the record just how much their hard work is appreciated by the community.

The flood did identify some places that will need some attention but mostly the measures put in place worked extremely well. It is also time to once again commend the work done by the Flood mitigation committee made up of water scientists, engineers and community members. NCCMA, shire and emergency services delivered a great team effort and all deserve a big thank you.

Councillor Pierre Niclas, Birch Ward

No report for this month

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: Cr Don Henderson

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

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

9.1. PETITIONS

Nil

9.2. QUESTIONS

Mr McIntosh was not present at the meeting and therefore his questions will be responded to in writing.

No other questions were received and heard.

9.3. REQUESTS TO ADDRESS COUNCIL

Nil

10. STATUTORY PLANNING REPORTS

Nil

11. OFFICER'S REPORTS

11.1. ANNUAL FINANCIAL REPORT 2014/15 - ADOPTION IN PRINCIPLE

In providing this advice to the Audit and Risk Advisory Committee 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 give in principle approval of the Financial Report and Performance Statement for the year ended 30 June 2016 and authorise two Councillors to certify them once they are finalised.

BACKGROUND

Council has prepared a draft set of statements for the year ended 30 June 2016. The Victorian Auditor-General's Office, as Council's appointed external auditors, undertook the audit of the accounts at Daylesford Town Hall during the week of 22 – 26 August 2016.

The audited draft Annual Financial Report, Performance Statement and VAGO's draft report for the year ended 30 June 2016 were tabled at Hepburn Shire Council's Audit and Risk Advisory Committee meeting on Tuesday 13 September 2016. The Committee's recommendation to Council was as follows:

- 7.3.1. *That the Audit and Risk Advisory Committee notes the Victorian Auditor-General's Draft Report for year ending 30 June 2016.*
- 10.2.1. *That that Audit Risk and Advisory Committee recommends that Council authorises two Councillors to approve the Financial Statements and Performance Statements in their final form after any changes recommended, or agreed to by the auditor have been made in accordance with the Act.*

ISSUE/DISCUSSION

The Annual Financial Report has been prepared in accordance with the *Local Government Better Practice Guide, Model Financial Report* and the *Local Government Better Practice Guide - Performance Reporting* template. The following statements are contained in the report:

- Comprehensive Income Statement
- Balance Sheet
- Statement of Changes in Equity

- Statement of Cash Flows
- Statement of Capital Works
- Notes to the Financial Statements
- Performance Statement

The financial statements provide information on current and prior year balances and information as required by accounting standards, the Local Government Act and Regulations.

The financial statements show that for the 2015/16 Financial Year that Council had:

- a surplus for the year of \$5.1 million (2014/15; \$5.2 million) against an original budget of \$3.6 million. The surplus includes capital grants of \$6.0 million (2014/15; \$5.3 million) and non-monetary contributions, "gifted assets", of \$1.1 million (2014/15; \$Nil).
- revenue of \$32.5 million (2014/15; \$32.4 million) with 55% coming from rates and charges (2014/15; 53%)
- operating expenditure of \$27.3 million (2014/15; \$27.2 million), with 41% attributable to employee costs (2014/15; 37%) and 31% attributable to materials and services (2014/15; 35%)
- \$223.4 million in capital assets (at written down value), providing community facilities, roads, bridges and other infrastructure (2014/15; \$215.0 million)
- cash, cash equivalent and other financial assets (term deposits with an initial term greater than 90 days) of \$13.3 million (2014/15; \$14.8 million), which after excluding external restrictions and internal allocations, provides revised cash, cash equivalent and other financial assets of \$6.7 million (2014/15; \$7.6 million)
- \$2.7 million in loans and borrowings (2014/15; \$3.1 million).

The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures as developed by the Victorian Government under the new performance reporting framework. This is the second year for reporting in this manner and as such comparative data for 2014/15 is also reported with commentary on variations.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Pursuant to Section 131 of the *Local Government Act 1989*:

- (1) *A Council must prepare an annual report in respect of each financial year.*

(2) An annual report must contain the following, in respect of the financial year reported on—

- (a) a report of operations of the Council;*
- (b) an audited performance statement;*
- (c) audited financial statements;*
- (d) a copy of the auditor's report on the performance statement, prepared under section 132;*
- (e) a copy of the auditor's report on the financial statements under Part 3 of the Audit Act 1994;*
- (f) any other matter required by the regulations.*

Pursuant to Section 132 of the Local Government Act 1989:

(5) The Council must ensure that the performance statement and financial statements, in their final form after any changes recommended or agreed by the auditor have been made, are certified in accordance with the regulations by—

- (a) 2 Councillors authorised by the Council for the purposes of this subsection.*

Pursuant to Section 133 of the Local Government Act 1989:

- (1) A Council must submit the annual report to the Minister—*
 - (a) within 3 months after the end of the financial year.*

FINANCIAL IMPLICATIONS

Not applicable to this report.

RISK IMPLICATIONS

None noted.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

None noted.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

A draft set of statements was referred to a meeting of Council's Audit and Risk Advisory Committee which has recommended approval of the statements to Council. Once the final statements have been prepared and certified by the nominated Councillors, they will form part of Council's annual report which will be forwarded to the Minister by 30 September 2016. After the annual report has been submitted to the Minister, Council must give public notice that the annual report has been prepared and can be inspected at the Council offices and on Council's website.

CONCLUSION

'In principle' approval of the statements at this meeting and authorisation of Councillors to certify the final copy will enable the statements to be finalised and lodged with the Minister within the required timeframe.

OFFICER'S RECOMMENDATION

That Council:

11.1.1. Pursuant to Section 132(2) of the Local Government Act 1989, gives in principle approval to the financial statements and performance statement for the year ended 30 June 2016.

11.1.2. Pursuant to Section 132(2) of the Local Government Act 1989, Council authorises Councillors (name).....and (name).....to certify the 2015/16 financial report in its final form after any changes recommended, or agreed to, by the auditors have been made.

MOTION

That Council:

11.1.1. Pursuant to Section 132(2) of the Local Government Act 1989, gives in principle approval to the financial statements and performance statement for the year ended 30 June 2016.

11.1.2. Pursuant to Section 132(2) of the Local Government Act 1989, Council authorises Councillors Neil Newitt and Pierre Niclas to certify the 2015/16 financial report in its final form after any changes recommended, or agreed to, by the auditors have been made.

Moved: Cr Kate Redwood AM

Seconded: Cr Sebastian Klein

AMENDMENT

Insert an additional point:

- 11.1.2 *Adds extra notes to the annual report to recognise:*
- a) Under Note 35, the liquidity of Hepburn Shire Council will be affected in the future by the purchase of the Rex as a contingent liability, of which Council is aware.*
 - b) The acquisition of the Trentham Mechanics institute as an acquired non monetary asset that Council has resolved to shortly reverse*

Subsequently move point 11.1.2 in the motion to point 11.1.3

Moved: Cr Bill McClenaghan

Seconded: Cr Don Henderson

Lost

MOTION

That Council:

- 11.1.1. *Pursuant to Section 132(2) of the Local Government Act 1989, gives in principle approval to the financial statements and performance statement for the year ended 30 June 2016.*
- 11.1.2. *Pursuant to Section 132(2) of the Local Government Act 1989, Council authorises Councillors Neil Newitt and Pierre Niclas to certify the 2015/16 financial report in its final form after any changes recommended, or agreed to, by the auditors have been made.*

Moved: Cr Kate Redwood AM

Seconded: Cr Sebastian Klein

Carried

ATTACHMENT 1 - DRAFT ANNUAL FINANCIAL REPORT AND
PERFORMANCE STATEMENT FOR THE YEAR ENDED 30
JUNE 2016
(ISSUED UNDER SEPARATE COVER)

**11.2. PUBLIC HOLIDAY ARRANGEMENTS 2016-2017
GENERAL MANAGER CORPORATE SERVICES**

In providing this advice to Council as the Manager People & Performance, I Vivienne Green have no interests to disclose in this report.

PURPOSE

The purpose of this report is to seek Council's endorsement of the closure of the Hepburn Shire Council offices during the holiday period 2016-2017.

The report also seeks endorsement for an early closure of the offices on Friday 9 December 2016 to facilitate a staff end of year celebration.

BACKGROUND

It has been the practice of Hepburn Shire Council to close during the holiday period.

The holiday period closure enables staff to take a break with very little impact on service delivery and at the same time provides the opportunity for staff to reduce outstanding annual leave and rostered day off balances. This has been the practice over the past few years as there is limited demand placed on municipal services over this period and the closure is generally accepted by the community.

ISSUE/DISCUSSION

It is proposed that the Hepburn Shire municipal offices and Hubs be closed from 3.00pm on Friday 23 December 2016, and reopen on Tuesday 3 January 2017.

The period comprises three work days and three public holidays. Public holidays have been assigned, under the *Public Holidays Act*, to Monday 26 December 2016 (Boxing Day), Tuesday 27 December 2016 (in-lieu of Christmas Day) and Monday 2 January 2017 (in-lieu of New Year's Day). It is proposed that the three work days (Wednesday 28 December, Thursday 29 December, Friday 30 December) will be taken by staff as leave during this period.

A skeleton staff will continue to operate during the closure period to ensure that essential services continue, these are Community Care staff members, and the Daylesford Visitors Centre staff members. Staff involved in Emergency Management will undertake their roles and responsibilities in accordance with the Emergency Management procedures. On declared Code Red days, Hepburn Shire Council Emergency Management staff will be stationed in the Municipal Emergency Coordination Centre (MECC) in readiness for any incidents. Council will have a roster for Emergency Management Staff over the holiday period closure.

Further, each year Hepburn Shire Council holds an end of year break-up function to thank staff for their contribution to the organisation over the past 12 months. In

order to facilitate this celebration, it is proposed that the municipal offices close early on Friday 9 December 2016 at 1.30 pm.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Nil

FINANCIAL IMPLICATIONS

There is no financial impact as a result of closing the offices and depots between Christmas and New Year. The closure provides the organisation with the opportunity to decrease its annual leave liability.

RISK IMPLICATIONS

Nil

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

Nil

COMMUNITY AND STAKEHOLDER ENGAGEMENT

It is proposed that the office and depot closures will be advertised in *The Advocate* and *The Courier* newspapers.

Public advertisements will indicate the arrangements for service provision and emergency response over the Christmas/New Year period

CONCLUSION

It is appropriate that the Hepburn Shire Council offices close during the Christmas/New Year holiday period 2016-2017.

OFFICER'S RECOMMENDATION

That Council:

11.2.1. Closes the Hepburn Shire Council offices and depots for the period from 3.00pm on Friday 23 December 2016 to return of business on Tuesday 3 January 2017 and close the municipal offices at 1.30pm on Friday 9 December 2016 to facilitate a staff end of year function.

11.2.2. Places advertisements in *The Advocate* and *The Courier* advising of the closure arrangements, indicating service delivery and emergency response arrangements during the 2016-2017 holiday period.\

MOTION

That Council:

- 11.2.1. *Closes the Hepburn Shire Council offices and depots for the period from 3.00pm on Friday 23 December 2016 to return of business on Tuesday 3 January 2017 and close the municipal offices at 1.30pm on Friday 9 December 2016 to facilitate a staff end of year function.*
- 11.2.2. *Places advertisements in The Advocate and The Courier advising of the closure arrangements, indicating service delivery and emergency response arrangements during the 2016-2017 holiday period.*

Moved: Cr Bill McClenaghan

Seconded: Cr Pierre Niclas

Carried

11.3. CHANGING THE LOCATION FOR ORDINARY COUNCIL MEETING 15 NOVEMBER 2016

GENERAL MANAGER CORPORATE SERVICES

In providing this advice to Council as the Governance & Information Coordinator, I Alex Dalglish, have no interests to disclose in this report.

PURPOSE

The purpose of this report is for Council to consider changing the location of the Ordinary Council meeting for 15 November 2016.

BACKGROUND

At the Ordinary Council meeting on 17 November 2015 the locations of the Council meetings for 2016 were adopted by Council, with the 15 November 2016 meeting to be held at the Glenlyon Hall. Due to construction works that are planned through the months of October and November 2016, the Glenlyon Hall will no longer be available to hold the 15 November 2016 Ordinary Council meeting.

ISSUE/DISCUSSION

It is proposed to move the 15 November 2016 Council meeting to the Daylesford Town Hall.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

In accordance with Section 89(4) of the Local Government Act 1989, at least seven days' notice must be given before Ordinary Meetings of Council.

FINANCIAL IMPLICATIONS

The use of the Daylesford Town Hall will see the lowest financial implication to the Council's operating budget.

RISK IMPLICATIONS

Failure to amend the location of the 15 November Ordinary Council meeting, may result in unsafe conditions at the currently agreed to site (Glenlyon Hall), which may impact the safety of Councillors, Council Officers and the general public.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Nil

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The amended Council meeting location will be advertised in local newspapers. The timetable will also be updated on Council's website

CONCLUSION

The relocation of the 15 November 2016 Ordinary Council meeting from the Glenlyon Hall to the Daylesford Town Hall, due to proposed construction works at that time, will ensure the Council meeting can proceed without disruption to the meeting, or risks associated with building works.

OFFICER'S RECOMMENDATION

That Council:

11.3.1. Changes the location of the 15 November 2016 Ordinary Council meeting to the Daylesford Town Hall.

11.3.2. Places a public notice in local newspapers to advertise the amended location of the 15 November 2016 Ordinary Council meeting to the Daylesford Town Hall, in accordance with section 89(4) of the Local Government Act 1989.

11.3.3. Updates the 15 November 2016 Ordinary Council meeting location to the Daylesford Town Hall on the Council's website.

MOTION

That Council:

11.3.1. Changes the location of the 15 November 2016 Ordinary Council meeting to the Daylesford Town Hall.

11.3.2. Places a public notice in local newspapers to advertise the amended location of the 15 November 2016 Ordinary Council meeting to the Daylesford Town Hall, in accordance with section 89(4) of the Local Government Act 1989.

11.3.3. Updates the 15 November 2016 Ordinary Council meeting location to the Daylesford Town Hall on the Council's website.

Moved: Cr Niclas

Seconded: Cr Klein

Carried

**11.4. HEPBURN WHITE RIBBON COMMITTEE
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 adopt Terms of Reference and appoint members to the Hepburn White Ribbon Committee (HWRC).

BACKGROUND

White Ribbon is Australia's only national, male led Campaign to end men's violence against women. The White Ribbon vision is that all women live in safety free from all forms of men's violence.

Globally, White Ribbon is the world's largest male-led movement to end men's violence against women. Originating in Canada in 1991, White Ribbon is now active in more than 60 countries and began in Australia in 2003.

In July 2015, Council resolved to establish a White Ribbon Committee to initiate a campaign to end violence against women. Registrations of Interest in joining the Committee were invited through the Shire News and Council's web site.

ISSUE/DISCUSSION

The following people have expressed interest in becoming members of the White Ribbon Committee:

Name	Relevant Background
Barry Hills	Sergeant, Daylesford Police
Greg Stewart	GP, Springs Medical Centre
Anthony Tait	Principal, Newlyn Primary School
Aaron Faulkhead	Volunteer, Daylesford CFA & SES
Shane Richardson	Manager – Integrated Primary Care, Hepburn Health Service
Barbara Curzon-Siggers	Clunes resident with experience in non-government and volunteer sectors.

Two initial meetings have been held in July and September 2016. Councillors May and Redwood have also participated in these meetings, and it is proposed that they continue as councillor representatives until Council reviews all representatives on advisory committees in November 2016.

Draft Terms of Reference (Attachment 2) have been developed for the Committee which state that the goal of HWRC is ending violence against women in all its forms, in the following ways:

1. Challenging men to speak out, and think about their own beliefs, language and actions.
2. Enlightening young people, especially young men and boys, on the issue through education and being proactive.
3. Raising public awareness of the issue.
4. Inducting White Ribbon (WR) Ambassadors each year. WR Ambassadors will be encouraged to attend training and actively promote White Ribbon at fundraising opportunities, speaking engagements and community functions.
5. Working in partnership with a variety of sectors including; community organisations, businesses, the media and other partners to create a future with no violence against women and children.
6. Supporting White Ribbon Campaigns with our experience, resources and networks.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

One of the actions in Hepburn Shire Council's Municipal Health and Wellbeing Plan (2013-2017) is to reduce the incidence of violence against women living in the municipality through:

- Showing leadership in preventing violence against women and children; and,
- Supporting and partnering with community groups and organisations to undertake initiatives that support prevention of violence against women.

FINANCIAL IMPLICATIONS

Council has allocated \$5,000 to support the activities of the White Ribbon Committee in its 2016-17 proposed revised budget.

RISK IMPLICATIONS

The reputational risk to Council of White Ribbon Ambassadors acting inconsistently with the aims of the White Ribbon campaign is addressed in the Committee's Terms of Reference. The committee reserves the right to rescind the title of White Ribbon ambassador and any association with the HWRC if it is found by the HWRC that the WR ambassador is not fit to be an ambassador either through his own actions or by association with others.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Family violence is the most significant contributor to death, disability or illness in Victorian women aged 15 - 44.¹ In the past five years, Hepburn Shire incidents of family violence reported to the police have continued to increase. Last financial year, there were 128 police reported family violence offences in Hepburn Shire with children present at 32% of these police call outs. Despite increasing community awareness, it is estimated that Australian under-reporting remains high and often sits around 50%.² Incidents reported to police rarely correspond with broader measurements (e.g. hospital admissions, women's refuge and other community services data) and many women still do not recognise their experience as violence.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Registrations of Interest in joining the Committee were invited through the Shire News and Council's web site.

CONCLUSION

Appointment of members and adoption of Terms of Reference will formalise the White Ribbon Committee and encourage recruitment of White Ribbon of Ambassadors for an event in November, 2016.

OFFICER'S RECOMMENDATION

That Council:

11.4.1. Appoint the following members to the Hepburn White Ribbon Committee:

- Barry Hills
- Greg Stewart
- Anthony Tait
- Aaron Faulkhead
- Shane Richardson
- Barbara Curzon-Siggers

11.4.2. Adopt the Hepburn White Ribbon Committee Terms of Reference.

¹ VicHealth 2015, 'Preventing violence against women' <https://www.vichealth.vic.gov.au/our-work/preventing-violence-againstwomen>.

² NSW Bureau of Crime Statistics and Research 2013, 'Reporting Violence to Police: A survey of victims attending domestic violence services'

MOTION

That Council:

11.4.1. *Appoint the following members to the Hepburn White Ribbon Committee:*

- *Barry Hills*
- *Greg Stewart*
- *Anthony Tait*
- *Aaron Faulkhead*
- *Shane Richardson*
- *Barbara Curzon-Siggers*

11.4.2. *Adopt the Hepburn White Ribbon Committee Terms of Reference.*

Moved: Cr Sebastian Klein

Seconded: Cr Greg May

Carried

ATTACHMENT 2 - TERMS OF REFERENCE WHITE RIBBON COMMITTEE -
JUNE 2016

HEPBURN WHITE RIBBON COMMITTEE

Draft Terms of Reference (June 2016)

Background - History of Committee

White Ribbon is Australia's only national, male led Campaign to end men's violence against women. The White Ribbon vision is that all women live in safety free from all forms of men's violence.

Globally, White Ribbon is the world's largest male-led movement to end men's violence against women. Originating in Canada in 1991, White Ribbon is now active in more than 60 countries and began in Australia in 2003.

White Ribbon Australia observes the International Day of the Elimination of Violence against Women, also known as White Ribbon Day, annually on November 25. White Ribbon Day signals the start of the 16 Days of Activism to Stop Violence against Women, which ends on Human Rights Day (December 10).

The Hepburn White Ribbon Committee (HWRC) was established in 2016 to join the International White Ribbon Day (WRD) campaign to eliminate violence against women in our society. HWRC works with all sectors of the community to create social awareness and cultural change around the issue of violence against women.

HWRC will support community event each year on 25th November (the International Day for the Elimination of Violence Against Women) as well as ongoing education and awareness raising activities.

Goal of the Hepburn Shire White Ribbon Committee

The goal of HWRC is ending violence against women in all its forms. We work towards this in six ways:

1. Challenging men to speak out, and think about their own beliefs, language and actions.

2. Enlightening young people, especially young men and boys, on the issue through education and being proactive.
3. Raising public awareness of the issue.
4. Inducting White Ribbon (WR) Ambassadors each year. WR Ambassadors will be encouraged to attend training and actively promote White Ribbon at fundraising opportunities, speaking engagements and community functions.
5. Working in partnership with a variety of sectors including; community organisations, businesses, the media and other partners to create a future with no violence against women and children.
6. Supporting White Ribbon Campaigns with our experience, resources and networks.

White Ribbon Ambassadors

The initiative of men as WR ambassadors invites men to stand up in the Hepburn Shire community and say no to violence against women. Hepburn Shire White Ribbon Day Ambassadors are considered to be exemplary role models, inspiring and motivational leaders and are representative of the male community.

The committee reserves the right to rescind the title of WR ambassador and any association with the HWRDC if it is found by the HWRC that the WR ambassador is not fit to be an ambassador either through his own actions or by association with others.

Committee Structure

The HWRC will be made up of a range of people with an interest in family violence prevention and include at least one Councillor. Committee membership shall be reviewed each year.

There is an expectation of attendance at committee meetings which will be held at least four times each year. A Council Officer will provide executive support to the HWRC.

The Committee reserves the right to rescind membership to the committee at any time.

Meetings

HWRC meetings will be held at least four times per year. The meeting location and frequency will be reviewed on an annual basis.

An annual review meeting should be conducted to review the effectiveness of the preceding year's campaign and a progress report provided to Council.

**11.5. MEETING DATE TO CONSIDER REVISED BUDGET 2016/17
GENERAL MANAGER CORPORATE SERVICES**

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

PURPOSE

The purpose of this report is for Council to consider changing the proposed meeting date where it will consider the Revised Budget 2016/17.

BACKGROUND

At the ordinary meeting of Council on 16 August 2016, Council endorsed a proposed revised budget for 2016/17. At that meeting, Council determined that it would consider adopting the revised budget at its ordinary meeting on 18 October 2016.

ISSUE/DISCUSSION

The 18 October 2016 ordinary meeting will be during the election period and therefore Council will be 'caretaker'. Although legal advice indicated that adopting a revised budget would be acceptable during the election period, further assessment indicates that it is not essential that a decision be made in October, and therefore consideration of the revised budget can be deferred.

It is recommended that adoption of the revised budget for 2016/17 be considered at the ordinary meeting on 15 November 2016.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

When preparing a revised budget, Council has a statutory responsibility to prepare a proposed revised budget and advertise it for public comment. Following public advertisement, Council must meet to hear any submitters who wish to be heard and to adopt the revised budget.

Council obtained written legal advice from Maddocks Lawyers in relation to the requirements and restrictions on preparing a revised budget. This advice confirmed the following:

If Council exercises the option to purchase The Rex and 8 Duke Street, Daylesford and needs to borrow in order to finance the purchase or works associated with the Hepburn Hub Project:

- 1. Council must prepare and adopt a Revised Budget;*
- 2. the Revised Budget is capable of being adopted during the election period;*
and

3. *adoption of a Revised Budget is unlikely to be compromised by the fact that Council is already contractually committed to purchase the land.*

FINANCIAL IMPLICATIONS

No impacts noted with changing the date of meeting when council will consider the revised budget. Council forecasts it will comfortably have sufficient cash during this period to allow borrowings to be taken out later in the financial year.

RISK IMPLICATIONS

Although consideration of the revised budget during the election period is considered acceptable, delaying consideration until after the election period will reduce the perceived risk in making the decision during 'caretaker'.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

No impacts noted with changing the date of meeting when council will consider the revised budget.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

No impacts noted with changing the date of meeting when council will consider the revised budget.

CONCLUSION

It is recommended that Council delays consideration of adopting the Revised Budget 2016/17 until its 15 November 2016 ordinary meeting.

OFFICER'S RECOMMENDATION

That Council:

11.5.1. Delays consideration of adopting the Revised Budget 2016/17 until its 15 November 2016 ordinary meeting.

11.5.2. Publicly advertises the change in date on its website and in The Advocate, and advises those who make submissions of the change.

MOTION

That Council:

11.5.1. *Delays consideration of adopting the Revised Budget 2016/17 until its 15 November 2016 ordinary meeting.*

11.5.2. *Publicly advertises the change in date on its website and in The Advocate, and advises those who make submissions of the change.*

Moved: Cr Don Henderson

Seconded: Cr Kate Redwood AM

Carried

Cr Bill McClenaghan declared an indirect conflict of interest because of conflicting duties, as Cr Bill McClenaghan is a director of a charter that is an objector to a planning permit, and left the meeting at 7:16pm

11.6. REQUEST FOR APPROVAL TO OPERATE B-DOUBLE VEHICLES ON LOCAL COUNCIL ROADS

GENERAL MANAGER INFRASTRUCTURE

In providing this advice to Council as the Property & Assets Coordinator , I Mahmud Kaiser have no interests to disclose in this report.

PURPOSE

The purpose of this report is for Council to consider a new request to use B-double vehicles on local roads.

BACKGROUND

The following request for a new permit has been received from the National Heavy Vehicle Regulator (NHVR).

Regulator (NHVR).

Ref	Permit Type	Organisation	Vehicles	Roads	Load Type	Time Frame as per Application	No of Trips (approx)
a) 81870	New	Tringali Road Transport Pty Ltd	PBS - 3-axle truck 4-axle dog	East Street, Daylesford (No. 6)	Quarry	23/09/2016-27/09/2019	365 Per Year
b) 81928	Renew	Dt Richards Pty Ltd	Semi-Trailer combination	Jubilee Road, Sulky	Logs	23/09/2016-26/09/2019	365 Per Year
c) 82645	New	Pristine Logistics Pty Ltd	PBS - A-Double Tanker	Whealers Hill Road, Musk (between 211 Wheelers Road and Quines Road) Quines Road, Musk (between Wheelers Road and Daylesford-Trentham Road)	Milk	23/09/2016-16/09/2019	1040 Per Year

ISSUE/DISCUSSION

Council officers have assessed the application considering the following:

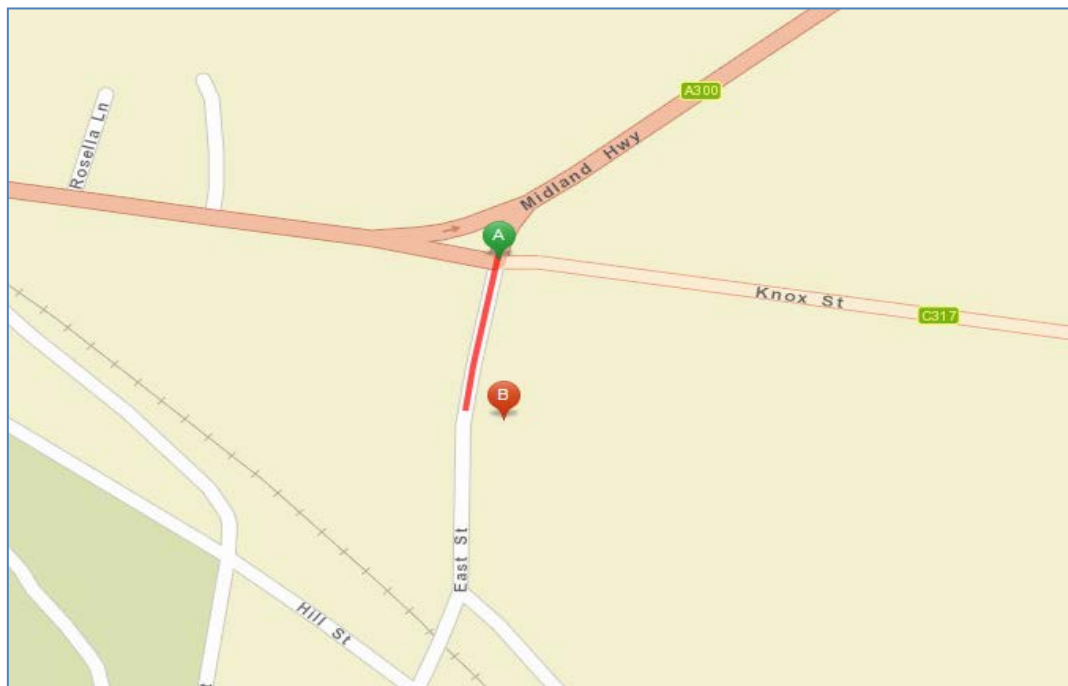
- Community safety
- Local amenity
- Physical limitations of the network
- Economic benefits
- Alternative access
- Cost implications to Council.

The results of the assessment are provided below along with any recommended conditions to be applied to any consent granted by Council.

NEW REQUESTS

a) **Tringali Road Transport Pty Ltd (Road Manager Request Number 81870):**

Tringali Road Transport Pty Ltd requests that Council grants a permit for the following route which is shown in the following map:



Map 1

The requested road has been assessed as being suitable for using B-double vehicles subject to the Standard Conditions.

b) Dt Richards Pty Ltd (Road Manager Request Number 81928):

DT Richards Pty Ltd requests that Council grants a permit for the following route which is shown in the following map:

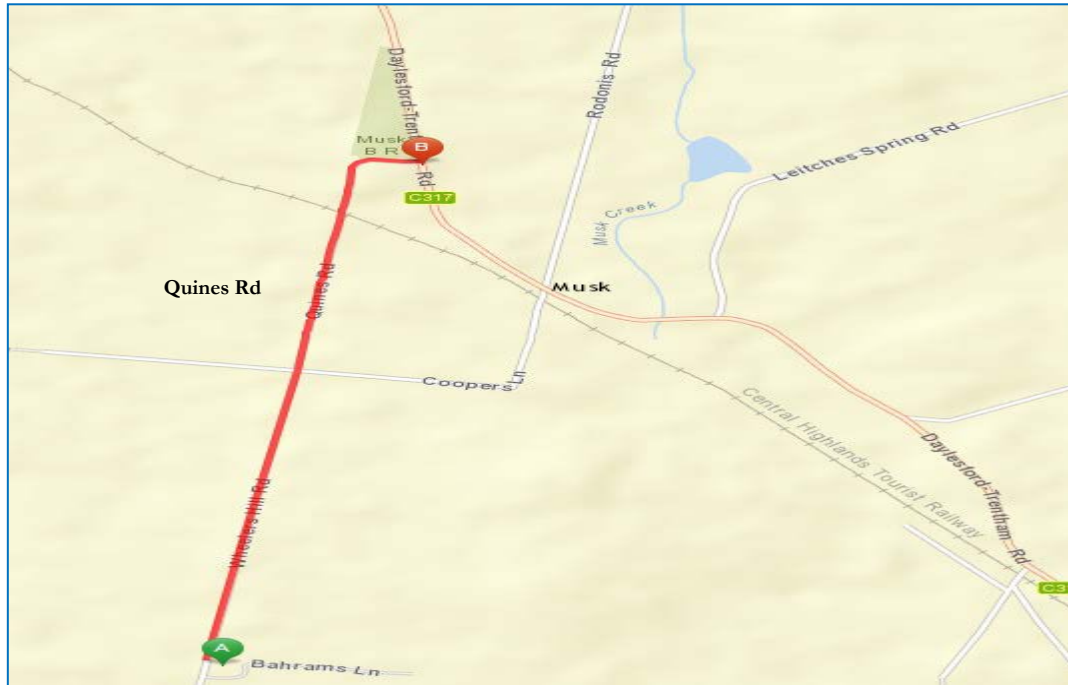


Map 2

The requested road has been assessed as being suitable for using Heavy Vehicles subject to the Standard Conditions.

c) Pristine Logistics Pty Ltd (Road Manager Request Number 82645):

Pristine Logistics Pty Ltd requests that Council grants a permit for the following route which is shown in the following map:



Map 3

The requested road has been assessed as being suitable for using Heavy Vehicles subject to the Standard Conditions.

STANDARD CONDITIONS

It is the responsibility of the above permit holder to pay attention to:

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

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2013:2017:

Strategic Objective – *Sustainable Environment and a Vibrant Economy*

Key Strategic Activity:

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

FINANCIAL IMPLICATIONS

There are no expected financial implications of granting approval to the above operators to use heavy vehicles on subject Council maintained roads.

RISK IMPLICATIONS

There are no expected specific risk implications of granting approval to the above operators to use heavy vehicles on subject Council maintained roads.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

There are expected to be economic benefits for local business and economic development through granting of consents for access.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

No external engagement was undertaken in relation to this request. Relevant internal road staff has been involved in assessing these requests.

CONCLUSION

Council has received a request from the National Heavy Vehicle Regulator for consent to the issue of a permit to operate B-double vehicles on local roads. Following a review of the request, conditional consent is recommended for the operator as detailed.

OFFICER'S RECOMMENDATION

That Council:

1.1.1. Approves Tringali Road Transport Pty Ltd to use PBS - 3-axle truck 4-axle dog vehicles for the period of 36 months commencing 23rd of September 2016 and expiring 27th of September 2019 on East Street, Daylesford, subject to following conditions:

It is the responsibility of all the above permit holder to pay attention to:

- Overhead cables.
- Overhanging trees.
- Steep inclines/declines, tight corners and narrow roads.
- Must not trim or remove any trees without all approvals being obtained.
- The use of compression brakes is to be avoided in residential areas.

- Hours of Operation shall be 7:00am to 6:00pm.

1.1.2. Approves Dt Richards Pty Ltd to use Semi-Trailer combination vehicles for the period of 36 months commencing 23rd of September 2016 and expiring 26th of September 2019 on Jubilee Road, Sulky, subject to following conditions:

It is the responsibility of all the above permit holder to pay attention to:

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

1.1.3. Approves Pristine Logistics Pty Ltd to use PBS - A-Double Tanker vehicles for the period of 36 months commencing 23rd of September 2016 and expiring 16th of September 2019 on Wheelers Hill Road, Musk and Quines Road, Musk, subject to following conditions:

It is the responsibility of all the above permit holder to pay attention to:

- Overhead cables.
- Overhanging trees.
- Steep inclines/declines, tight corners and narrow roads.
- Must not trim or remove any trees without all approvals being obtained.
- The use of compression brakes is to be avoided in residential areas.

Hours of Operation shall be 7:00am to 6:00pm.

MOTION

That Council:

11.6.1. Approves Tringali Road Transport Pty Ltd to use PBS - 3-axle truck 4-axle dog vehicles for the period of 36 months commencing 23rd of September 2016 and expiring 27th of September 2019 on East Street, Daylesford, subject to following conditions:

It is the responsibility of all the above permit holder to pay attention to:

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

11.6.2. Approves Dt Richards Pty Ltd to use Semi-Trailer combination vehicles for the period of 36 months commencing 23rd of September 2016 and expiring 26th of September 2019 on Jubilee Road, Sulky, subject to following conditions:

It is the responsibility of all the above permit holder to pay attention to:

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

11.6.3. Defers the decision of Pristine Logistics Pty Ltd to use PBS - A-Double Tanker

vehicles for the period of 36 months commencing 23rd of September 2016 and expiring 16th of September 2019 on Wheelers Hill Road, Musk and Quines Road, Musk, pending further information being acquired.

Moved: Cr Sebastian Klein

Seconded: Cr Greg May

Carried

Cr Bill McClenaghan returned to the meeting at 7:22pm

**11.7. RECORD OF ASSEMBLIES OF COUNCILLORS
GENERAL MANAGER CORPORATE SERVICES**

In providing this advice to Council as the Governance and Information Coordinator, I Alex Dalglish 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 or 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, an audit committee established under Section 139, a club, association, peak body, political party or 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
02-08-2016	Council Chamber	Councillor Briefing
16-08-2016	Creswick Senior Citizen's Centre	Councillor/CEO Meeting
16-08-2016	Creswick Senior Citizen's Centre	Pre Council Meeting

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Local Government Act 1989, Section 80A

FINANCIAL IMPLICATIONS

Nil

RISK IMPLICATIONS

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

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

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

COMMUNITY AND STAKEHOLDER ENGAGEMENT

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

CONCLUSION

Information provided for noting.

OFFICER'S RECOMMENDATION

That Council

11.7.1. Receives and notes the Records of Assemblies of Councillors for 02-08-2016, 16-08-2016 and 16-08-2016

MOTION

That Council

11.7.1. *Receives and notes the Records of Assemblies of Councillors for 02-08-2016, 16-08-2016 and 16-08-2016*

Moved: Cr Sebastian Klein

Seconded: Cr Bill McClenaghan

Carried

ATTACHMENT 3 - RECORDS OF ASSEMBLIES OF COUNCILLORS

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 2 August 2016
Time: 1:45pm – 5:30pm

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

Councillors present:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Cr Don Henderson | <input checked="" type="checkbox"/> Cr Greg May |
| <input checked="" type="checkbox"/> Cr Kate Redwood AM | <input checked="" type="checkbox"/> Cr Neil Newitt |
| <input checked="" type="checkbox"/> Cr Sebastian Klein - Arrived at 2:30pm | <input checked="" type="checkbox"/> Cr Pierre Niclas - Left at 4:50pm |
| <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 | Acting General Manager Community |
| <input type="checkbox"/> GM Community Services Kathleen Brannigan | Services Mark Travers, Planning Coordinator |
| <input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas | Louise Johnston, Coordinator Community & Economic Development |
| | Michael Hynes, Statutory Planner Alan Todd |

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned
Cr Sebastian Klein	3:50pm - 4:12pm
Cr Bill McClenaghan	4:27pm - 4:35pm
Cr Bill McClenaghan	5:17pm - 5:20pm

Matters Considered:

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: 

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 McCLENAGHAN hereby disclose
a conflict of interest in the following matter Item 5. TRENTHAM TO BULLARTO
RAIL TRAIL on Councillor Briefing Agenda.

This matter is being considered at a meeting of

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

on TUE 02 AUG 16.

The class of the interest is (tick appropriate box)

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

Please select from the following types of indirect interest:

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

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

The nature of the interest is as follows:

I AM A DIRECTOR OF THE CENTRAL HIGHLANDS
TOURIST RAILWAY THAT HAS A FORMAL 25 YR
LEASE ON PART OF THE PROPOSED RAIL TRAIL
LAND BETWEEN BULLARTO AND LYONVILLE

Print Name: CR BILL McCLENAGHAN.

Signed: [Signature]

Date: 02 AUG 16.

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor Bill Mc Cleveragh hereby disclose
a conflict of interest in the following matter A question was
raised about a planning compliance
matter in Whaley Hill Rd North.

This matter is being considered at a meeting of

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

on

The class of the interest is (tick appropriate box)

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

Please select from the following types of indirect interest:

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

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

The nature of the interest is as follows:

I am a director of CHTR
which was an objector to the
planning permit (Water Tower -
Whaley Hill Rd North)

Print Name: CR Bill Mc Cleveragh

Signed: Bill Mc Cleveragh

Date: 02 Aug 16

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor Sebastian Klein hereby disclose
a conflict of interest in the following matter Developing a hub at 14A
Victoria St. Trenton

This matter is being considered at a meeting of

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

on 2-8-16

The class of the interest is (tick appropriate box)

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

Please select from the following types of indirect interest:

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

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

The nature of the interest is as follows: I live next door to the
proposed site

Print Name: SEBASTIAN JOHN KLEIN

Signed: [Signature]

Date: 2-8-16

CONFIDENTIAL
 ► COUNCILLOR BRIEFING AGENDA
 TUESDAY 2 AUGUST 2016

Tuesday 2 August 2016
 Council Chamber, Daylesford Town Hall
 1:45pm – 5:00pm

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

Officers Chief Executive Officer, General Manager Corporate Services, General Manager Community Services, General Manager Infrastructure, Acting General Manager Community Services and other officers as required

CHAIR: Mayor Cr Neil Newitt

APOLOGIES: General Manager Community Services

No	Time	Agenda Item		Presenter	No
1.	1:45pm	Report	Proposed Sale by Roman Catholic Trust Corporation - Offer to Council to Purchase - 1 Golf Links Road, Hepburn	Property Officer	Page 3
			Attachment 1 - Map of 1 Golf Links Road, Hepburn		Page 5
2.	2:00pm	Report	Bullarto Facilities - Interpretive Signage	Acting General Manager Community Services	Page 7
3.	2:30pm	Presentation	Trentham Hub	Chief Executive Officer	Page 10
	3:00pm	Break			
4.	3:15pm	Presentation	Recreation and Open Space Strategy	Community & Economic Development Project Coordinator	Page 11

No	Time	Agenda Item		Presenter	No
5.	4:00pm	Report	Trentham to Bullarto Rail Trail Management Arrangements	Manager Community and Economic Development	Page 13
6.	4:15pm	Report	PA1175 - 30 Roses Lane, Clunes - Two Lot Subdivision	Coordinator Planning	Page 15
			Attachment 2 - PA1175 Site Plan		Page 18
			Attachment 3 - PA1175 - Aerial Map		Page 20
7.	4:30pm	Report	PA1319 - 30 Berry Mine Lane, Creswick - Use and Development for Animal Keeping	Statutory Planner	Page 22
			Attachment 4 - PA1319 - Site Plan		Page 25
8.	4:45pm		Planning Update	Manager Planning	Page 27
			Attachment 5- VCAT Hearing List as at 28-07-2016		Page 28
9.		For Noting	Agenda Items – Next Council Meeting		Page 30
10.	5:00pm		CLOSE OF MEETING		Page 31

RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: Pre-Council Meeting Councillor Briefing
 Date: Tuesday 16 August 2016
 Time: 4:00pm – 5:00pm

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

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	Mark Travers Manager Community &
<input checked="" type="checkbox"/> GM Community Services Kathleen Brannigan	Economic Development, Steve Millard
<input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas	Manager Strategic Asset Management,
	Justin Fiddes Manager Planning, Richard
	Howell Manager Major Projects, Michael
	Hynes Coordinator Community & Economic
	Development

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned
Cr Bill McClenaghan	4:08pm - 4:12pm

Matters Considered: Ordinary Council Meeting Agenda 16-08-2016

Agenda Attached

Name and title of Officer responsible for this written record:

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

Signature: 

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

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor BILL MCCLENAGHAN hereby disclose
a conflict of interest in the following matter RAIL TRAIL BULLAR TO TO
DAYLESFORD ALONG ACTIVE RAILWAY LINE &
LAND LEASED TO THE CENTRAL HIGHLANDS TOURIST
RAILWAY.

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 TUE 16 AUG 16

The class of the interest is (tick appropriate box)

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

Please select from the following types of indirect interest:

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

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

The nature of the interest is as follows:

I AM A DIRECTOR OF THE CENTRAL HIGHLANDS
TOURIST RAILWAY THAT LEASES THE SUBJECT
LAND PER QUESTION 5:

Print Name: CR BILL MCCLENAGHAN

Signed: [Signature]

Date: 16 Aug 16

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 16 August 2016
Time: 2:00 pm

Venue: Council Chamber Daylesford
 Senior Citizens Centre Daylesford
 Other - Creswick Senior Citizens Centre

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.

COUNCILLOR & CEO MEETING

Tuesday 16 August 2016

Creswick Senior Citizen's Centre

2:00PM

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

CHAIR: Councillor Neil Newitt

APOLOGIES:

No.	Time	Agenda Item	Presenter
1.	2:00PM	Daylesford Police Station option decision	Cr Sebastian Klein
2.		State Government "Take 2" carbon commitment program	Cr Sebastian Klein
3.		Staff Climate Survey	Cr Don Henderson
4.		Timelines for projects in current budget or for those yet to be completed from previous years.	Cr Neil Newitt
5.		Proper and Standard Process with Regard to the Planning Permit Application for the Hepburn Hub	Cr Kate Redwood AM
6.		Access to DNC if the Old Police Station is sold and the Site Redeveloped	Cr Kate Redwood AM
7.		9 Houston St planning application - road surface upgrade conditional to any approval	Cr Pierre Niclas
8.		Cost of all preparatory work for Town Hall Hepburn Hub project to date.	Cr McClenaghan
9.		Exact reasons for not proceeding as planned with Town Hall Hub project.	Cr McClenaghan
10.		Identified problems with The Rex Hub project.	Cr McClenaghan
11.		Vandalism to Council property and community safety concerns	Cr Neil Newitt

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 & Information Coordinator, I Alex Dalglish have no interests to disclose in this report.

PURPOSE

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

BACKGROUND

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

ISSUE/DISCUSSION

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

- *Minutes from the Creswick Museum Special Committee - 01-08-2016*
- *Minutes from the Lee Medlyn Home of Bottles Special Committee – 10-08-2016*
- *Minutes from the Lyonville Hall Special Committee – 16-08-2016*
- *Minutes from the Drummond Hall Special Committee – 26-08-2016*

These minutes have been previously 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 and reports have been provided for noting.

OFFICER'S RECOMMENDATION

That Council:

12.1.1. Receives and notes the following minutes of Special Committees (Section 86) which have been distributed under separate cover:

- Minutes from the Creswick Museum Special Committee - 01-08-2016
- Minutes from the Lee Medlyn Home of Bottles Special Committee - 10-08-2016
- Minutes from the Lyonville Hall Special Committee – 16-08-2016
- Minutes from the Drummond Hall Special Committee – 26-08-2016

MOTION

That Council:

12.1.1. *Receives and notes the following minutes of Special Committees (Section 86) which have been distributed under separate cover:*

- *Minutes from the Creswick Museum Special Committee - 01-08-2016*
- *Minutes from the Lee Medlyn Home of Bottles Special Committee - 10-08-2016*
- *Minutes from the Lyonville Hall Special Committee – 16-08-2016*
- *Minutes from the Drummond Hall Special Committee – 26-08-2016*

Moved: Cr Don Henderson

Seconded: Cr Kate Redwood AM

Carried

12.2. APPOINTMENT OF MEMBERS TO SPECIAL COMMITTEES

GENERAL MANAGER CORPORATE SERVICES

In providing this advice to Council as the Governance and Information Coordinator, I Alex Dalglish have no interests to disclose in this report.

PURPOSE

The purpose of this report is to provide Council with recommendations for the appointment extensions of members to five of Council's Special Committees.

BACKGROUND

The terms of appointment for some members will expire at the start or end of September 2016. In July and August, Council officers advertised for applications from members of the public to be appointed to the following Special Committees to fill vacancies:

Special Committee	Vacancies	Membership Minimum	Current Membership
Creswick Museum	4	7	3
Dean Recreational Reserve	6	5	1
Glenlyon Recreation Reserve	3	7	4
Lee Medlyn Home of Bottles	4	7	3
Lyonville Hall	5	7	3

This report presents the proposed nominations based on applications received.

ISSUE/DISCUSSION

The following nominations were received by the closing date of 26 August 2016:

Creswick Museum Special Committee

Number of new members needed to meet minimum for quorum: 4

- Phyllis Wright – Previous Member
- John (Jack) Sewell AM – Previous Member
- Margaret Fullwood – Previous Member
- Wendy Ohlsen – Previous Member

As there are no identified concerns, it is proposed to appoint all applicants.

Dean Recreational Reserve Special Committee

Number of new members needed to meet minimum for quorum: 4

- Andrew Prendergast
- Brian Maher – Previous Member
- Chris Robinson
- Geoff Ritchie
- Jarrod Quick
- Jon Rofe – Previous Member
- Kayleen Faull – Previous Member
- Robert Turley

As there are no identified concerns, it is proposed to appoint all applicants.

Glenlyon Recreation Reserve Special Committee

Number of new members needed to meet minimum for quorum: 3

- Bob Kennedy – Previous Member
- Shelley Sandow – Previous Member

As the current Instrument of Delegation for the Glenlyon Recreation Reserve Committee requires a minimum of seven members, it is proposed to amend the Instrument to allow the committee to comprise of at least five members.

Lee Medlyn Home of Bottles Special Committee

Number of new members needed to meet minimum for quorum: 4

- Audrey (Jan) Turner – Previous Member
- Barbara Webb – Previous Member
- Janet Rowe – Previous Member
- Cathryn (Cate) Billing – Previous Member

As there are no identified concerns, it is proposed to appoint all applicants.

Lyonville Hall Special Committee

Number of new members needed to meet minimum for quorum: 4

- Dorothy Fuller – Previous Member
- Tony Corneille – Previous Member
- Anne Bremner – Previous Member
- Joanna Mason – Previous Member

As there are no identified concerns, it is proposed to appoint all applicants.

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

All registered volunteers of Special Committees are covered by Council's Public Liability insurance.

Guidelines are provided by Council to assist the Special Committees to effectively manage the facilities and to meet legislative requirements.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Special Committees comprising community members, encourage positive community involvement and engagement in managing Council owned facilities.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The call for nominations to the above Special Committees was undertaken via a public advertisement in The Courier Ballarat, The Advocate and Creswick District News newspapers and on Council's website and Facebook page.

CONCLUSION

Appointment of committee members will enable Council's Special Committees to continue to operate in accordance with their Instruments of Delegation.

OFFICER'S RECOMMENDATION

That Council:

12.2.1. Resolves to appoint the following persons as members of the Creswick Museum Special Committee for a period of two years commencing 30 September 2016 until 30 September 2018:

- Phyllis Wright
- John (Jack) Sewell Am
- Margaret Fullwood
- Wendy Ohlsen

12.2.2. Resolves to appoint the following persons as members of the Dean Recreational Reserve Special Committee for a period of two years commencing 30 September 2016 until 30 September 2018:

- Andrew Prendergast
- Brian Maher
- Chris Robinson
- Geoff Ritchie
- Jarrod Quick
- Jon Rofe
- Kayleen Faull
- Robert Turley

12.2.3. Resolves to appoint the following persons as members of the Glenlyon Recreation Reserve Special Committee for a period of two years commencing 30 September 2016 until 30 September 2018:

- Bob Kennedy
- Shelley Sandow

12.2.4. Resolves to amend the Instrument of Delegation for the Glenlyon Recreational Reserve Special Committee as follows:

'Membership of the Committee

Clause 1: The Committee shall be comprised of at least five members, comprising community representatives.'

12.2.5. Resolves to appoint the following persons as members of the Lee Medlyn Home of Bottles Special Committee for a period of two years commencing 30 September 2016 until 30 September 2018:

- Audrey (Jan) Turner
- Barbara Webb
- Janet Rowe
- Cathryn (Cate) Billing

12.2.6. Resolves to appoint the following persons as members of the Lyonville Hall Special Committee for a period of two years commencing 30 September 2016 until 30 September 2018:

- Dorothy Fuller
- Tony Corneille
- Anne Bremner

- Joanna Mason

12.2.7 Resolves that the members of the Committee who are not Councillors are, pursuant to section 81(2A) of the Act, exempted from being required to submit a primary and ordinary return.

MOTION

That Council:

12.2.1. *Resolves to appoint the following persons as members of the Creswick Museum Special Committee for a period of two years commencing 30 September 2016 until 30 September 2018:*

- *Phyllis Wright*
- *John (Jack) Sewell AM*
- *Margaret Fullwood*
- *Wendy Ohlsen*

12.2.2. *Resolves to appoint the following persons as members of the Dean Recreational Reserve Special Committee for a period of two years commencing 30 September 2016 until 30 September 2018:*

- *Andrew Prendergast*
- *Brian Maher*
- *Chris Robinson*
- *Geoff Ritchie*
- *Jarrold Quick*
- *Jon Rofe*
- *Kayleen Faull*
- *Robert Turley*

12.2.3. *Resolves to appoint the following persons as members of the Glenlyon Recreation Reserve Special Committee for a period of two years commencing 30 September 2016 until 30 September 2018:*

- *Bob Kennedy*

- Shelley Sandow

12.2.4. Resolves to amend the Instrument of Delegation for the Glenlyon Recreational Reserve Special Committee as follows:

'Membership of the Committee

Clause 1: The Committee shall be comprised of at least five members, comprising community representatives.'

12.2.5. Resolves to appoint the following persons as members of the Lee Medlyn Home of Bottles Special Committee for a period of two years commencing 30 September 2016 until 30 September 2018:

- Audrey (Jan) Turner
- Barbara Webb
- Janet Rowe
- Cathryn (Cate) Billing

12.2.6. Resolves to appoint the following persons as members of the Lyonville Hall Special Committee for a period of two years commencing 30 September 2016 until 30 September 2018:

- Dorothy Fuller
- Tony Corneille
- Anne Bremner
- Joanna Mason

12.2.7. Resolves that the members of the Committee who are not Councillors are, pursuant to section 81(2A) of the Act, exempted from being required to submit a primary and ordinary return.

Moved: Cr Bill McClenaghan

Seconded: Cr Sebastian Klein

Carried

12.3. COUNCIL ADVISORY COMMITTEES

Nil

13. CONFIDENTIAL ITEMS

13.1. CLOSURE OF THE MEETING TO 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:

1.1.1. 89(2) (d) Contractual Matters

Awarding of Licence H905222 - 2016 - Daylesford Lake Paddle Boat Hire 2016-19

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:

13.1.1. 89(2) (d) Contractual Matters

- Awarding of Licence H905222 - 2016 - Daylesford Lake Paddle Boat Hire 2016-19*

Moved: Cr Bill McClenaghan

Seconded: Cr Sebastian Klein

Carried

The meeting was closed to the public at 7:35pm

14. RE-OPENING OF MEETING TO PUBLIC

RECOMMENDATION

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

MOTION

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

Moved: Cr Kate Redwood AM

Seconded: Cr Pierre Niclas

Carried

Meeting was reopened to the public at 7:42pm

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

That Council:

13.2.1. Award licence H905222 - 2016 to Lake Daylesford Pedal Pushers Boat Hire for three (3) years.

15. CLOSE OF MEETING

The Meeting closed at 7:43pm
