



HEPBURN SHIRE COUNCIL ORDINARY MEETING OF COUNCIL MINUTES

TUESDAY 16 MAY 2017

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

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Confirmed at the Ordinary Meeting of Council
held on Tuesday 20 June 2017

A handwritten signature in black ink, appearing to be "S. Klein", is written over a horizontal line.

Chair, Mayor Cr Sebastian Klein

MINUTES

TUESDAY 16 MAY 2017

The Warehouse - Clunes

36 Fraser Street, Clunes

Commencing 6:00PM

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AARON VAN EGMOND
CHIEF EXECUTIVE OFFICER
16 MAY 2017

1. **ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

We would like to acknowledge we are meeting on Jaara people country, of which members and elders of the DjaDja 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 SEBASTIAN KLEIN, CR JOHN COTTRELL,
CR DON HENDERSON, CR GREG MAY, CR NEIL NEWITT, CR KATE REDWOOD
AM, CR FIONA ROBSON

IN ATTENDANCE: BRUCE LUCAS GENERAL MANAGER INFRASTRUCTURE,
STEVE MILLARD MANAGER STRATEGIC ASSET MANAGEMENT, KATHERINE
TOOM COORDINATOR GOVERNANCE AND INFORMATION, TRACYE SUTTON
ADMINISTRATION SUPPORT OFFICER CORPORATE SERVICES

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

Chief Executive Officer Aaron van Egmond, General Manager Corporate Services Grant Schuster, General Manager Community Services Kathleen Brannigan

4. DECLARATIONS OF CONFLICTS OF INTEREST

Cr Kate Redwood AM and Cr Fiona Robson both declared a conflict of interest in item 11.2. Under section 78B both Cr Robson and Cr Redwood had an indirect interest - conflicting duty as they are both involved with the Daylesford Neighbourhood Centre.

5. CONFIRMATION OF MINUTES

RECOMMENDATION

- 5.1. *That the Minutes of the Ordinary Meeting of Council held on 18 April 2017 (as previously circulated to Councillors) be confirmed as required under Section 93 (2) of the Local Government Act 1989.*

MOTION

- 5.1. *That the Minutes of the Ordinary Meeting of Council held on 18 April 2017 (as previously circulated to Councillors) be confirmed as required under Section 93 (2) of the Local Government Act 1989.*

Moved: Cr Henderson

Seconded: Cr Newitt

Carried

6. NOTICES OF MOTION

One notice of motion has been received in accordance with Local Law 1 as follows:

Who	Date	Details
Cr Sebastian Klein	4 May 2017	Review of Speed Limit - Chanters Lane and Pearsons Road

6.1. NOTICE OF MOTION - REVIEW OF SPEED LIMIT - CHANTERS LANE AND PEARSONS ROAD

DATE: 4 MAY 2017

MOTION

- 6.1.1. *That Council advocates on behalf of the community to Vicroads for a reduction of speed limit on Chanters Lane from 100km/h to 80km/h on safety grounds, with consideration of the numerous fatalities that have occurred on this road*
- 6.1.2. *That Council officers undertake a review of the speed limit on Pearsons Road, Trentham East for a potential reduction to 80 km/h, particularly around the James Lane intersection and refer to VicRoads for consideration.*

BACKGROUND

In March 2017, 28 community members met with local Councillors from Hepburn and Macedon Ranges Shires in Trentham East in order to discuss the conditions along Chanters Lane and Pearsons Road.

These community represented by these people has felt the impact of tragic road accidents over many years and were extremely interested that their local representatives should be able to understand their lived experience of living on a such a dangerous road.

While much needed safety upgrades of Chanters Lane are understood to be in train to be enacted within the next 24 months, an interim measure that could mitigate danger is to reduce speed limits.

Local community members are sorely of the view that VicRoads should decrease the speed limit along Chanters Lane to 80km/h.

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There are similar views at large concerning Pearsons Road. It is recognised that the need is not so urgent on this road, as conditions are better than Chanters Lane, however it is the wish of residents that the situation here should be reviewed as well, with a particular focus on the James Lane intersection.

This intersection has a high degree of activity as it is at the centre of parking and access for patrons of the Pig and Whistle Hotel. Local residents' traffic movements are also very common, accessing nearby houses and properties.

Councillor Name: Sebastian Klein

Councillor Signature:



Chief Executive Officer Name: Aaron van Egmond

Chief Executive Officer Signature:



Moved: Cr Cottrell

Seconded: Cr Henderson

Carried

7. ITEMS OF URGENT BUSINESS

Nil

8. PRESENTATION OF COUNCILLOR REPORTS

MAYOR'S REPORT

Councillor Sebastian Klein, Coliban Ward

It's been a hectic history month across Hepburn Shire, beginning with the 140th anniversary of the handing over of the keys to the newly constructed Creswick Town Hall by the builder to the then Mayor, the renowned Cr Thomas Cooper who went on to be a state MP for 12 years having been Mayor 11 times.

History of a different sort was made and celebrated at the opening of the extension of the Lee Medlyn Home of Bottles where Clunes Neighbourhood Centre, the local art groups, the Lee Medlyn Committee and many others came together to open the next chapter of this lofty facility, including a new workshop room (reinvented as a tea rooms, workshop and gallery at the local Councillor's suggestion). Apart from the fizzy drinks equipment which they had hoped to revive and utilise (before it was pointed out by the relevant authorities that it was made from lead!) the history was a time capsule sealed by primary school students ten years ago and now opened by their future selves! It is a great example of what council can achieve when they encourage groups to work together to restore and revive an old building. What a vision for Clunes.

Daylesford Station was relaunched, having been restored with funding from the state government to its former glory. The colours, the furniture, the waiting rooms and the ticket box. Full credit to Barry Fell, Stuart Smithwick and the team of volunteers down at the station.

Clunes Booktown – books are growing in popularity again, and are increasingly a refuge from the modern world, time out from the haste and hurry. I was glad to join Catherine King Federal member for Ballarat and former Deputy Prime Minister Tim Fischer.

Trentham Spudfest was bigger and better than ever, with an estimated 7,000 people in attendance – about 6 times the population of the town, even the rain didn't keep them away, although it did fall, in quantities, right before my speech - which was much more hurried than that I presented at Booktown.

Heritage was at large and topical at a presentation held at the Goldfield's Resort in Creswick about a World Heritage Area listing for the Goldfields of Victoria. Though it seemed as though it may have been a pipe dream when first presented to me five or six years ago, upon reflection, it is absolutely fitting. Among the UNESCO World Heritage Register elsewhere in the world, there are many similar examples of regional cultural and built heritage listed as unified entries. Also it is worth recognising the quality of the built heritage which we simply too often take for granted and the many exemplary

Creswick Historical Society Honour Roll Dinner was another great example to celebrate historical figures and recognise their contributions to the community of Creswick over many years.

History was also revived at Anderson's Mill in Smeaton where the National Trust, Federation University and a wide range of community groups gathered together to extend offering here at the Mill across the year and particularly at this beautiful time of year with the poplars and willows in full turn of colour.

As ever I was also looking to the future as well as we entertained a team from NEC Smart Cities division to discuss what can be done with smart technology to save money for our Council, our communities and ratepayers

I attended the first session of a Western Bulldogs youth leadership program – this is a great opportunity, wonderful to see these young people taking the opportunity to realise their potential.

Also looking to the future I have been appointed by the minister as chair of the Grampians Central West Waste Resource Recovery Group Board, and have busy getting up to speed and then straight into a range of formal meetings. I look forward to embracing the future and taking the steps to reduce waste to landfill. At our strategic planning meeting, we asked why wouldn't we aspire to zero waste... It's an aspiration I look forward to driving towards.

I also looked to future with the community information session for the budget in Trentham, which among all those around the shire was best attended - as ever appears to be the case.

I also attended CEO performance appraisal meetings, a ward meeting, a public art panel meeting, numerous meetings with the CEO, Michael Buxton from RMIT concerning land-use planning training and a number of others.

COUNCILLOR REPORTS

Councillor Kate Redwood AM, Birch Ward

It has been a month of varied Council activities including:

A meeting with Cr Klein with the representatives of Christmas Cheer – the need for a shire wide program of assistance was agreed.

140th Anniversary of the Creswick town hall, and the presentation of the keys – Cr Henderson's acting role was a highlight.

Ban the plastic bags campaign film shown for free at the cinema, well done Cr Robson for bringing your children as well as yourself. We all need to understand the importance of reducing plastic.

The inaugural Bernie Jurcan cup – a heart warming gathering of the faithful at Vic Park.

Two meetings of the IWD advisory committee. I take this opportunity to thank the dedicated members of the committee.

ANZAC Day services – the Daylesford dawn service along with Cr Cottrell, the Eganstown Service -a tradition established by Winsome Menadue after the end of WW2 and continuing to be organised by the Menadue family, and then the morning service at the Daylesford cenotaph. The weather was threatening but the attendances were strong at all services. Council's contribution in helping the RSL with traffic management, the presentation of the area around the cenotaph and in provision of wreaths was publicly acknowledged.

CWA continues its traditions too and one of these is an annual fashion show and fundraiser.

Daylesford Spa Country Railway launched the Daylesford station with its restored interior. Cr Klein and Cr Robson and I attended and were in awe of the dedication of the volunteers and railway buffs.

Meeting with the Salvation Army re the issue of funds for emergency relief.

The Opening of the Booktown event at Clunes along with Cr Klein and Cr Newitt – an impressive start to the weekend festival.

Followed by the opening of Spudfest – well I got to Spudfest but somehow did not get to the official launch. I bought potatoes from the grower and can now state that Otway Reds are the best potatoes I have ever eaten.

The DFNC was playing at home so it was a perfect time to catch the committee to talk about the need for progress on the awning on the west side of the pavilion.

Hepburn Shire volunteer week celebrations at the RACV resort, along with Crs Klein, Henderson and Newitt.

Joan Endacott's funeral – a celebration of the life of a staunch community advocate and activist who played a key role in the campaign to save Cornish Hill from housing development in the 1990s.

Various Council meetings including the Daylesford public meeting re the Council Plan and budget, the CEO's performance review, and regular Council briefings.

And finally a number of meetings with the tenants who are to be evicted from the Vic Park caravan park, and I would note that Council officers have done their best to negotiate on their behalf. A solution has yet to be found, and is of great importance – we are not a community to see 11 of our people made homeless by a heartless business proprietor.

I should also report that Ms Marie Cuddihy has taken on the role of interim CEO of Hepburn Health Service. Ms Cuddihy is the CEO of Kyneton Hospital and will undertake both roles.

Councillor Don Henderson, Creswick Ward

Since last month I have had the opportunity to attend some important events.

The first was a re enactment of the handing over of keys to the then Mayor Thomas Cooper who had successfully gained the funding for the Creswick Town Hall. Cooper did many things for people in Creswick having been elected mayor no less than 11 times and serving in Parliament for 12 years. Cooper was also instrumental in having Queens Park in Clunes and Park Lake in Creswick declared parks for the people in perpetuity. He was also good friends with Mayor Blanchard of Clunes and in fact addressed the striking miners at the famous Lothair Mine dispute at his behest

I was also present to see The Honourable Jaala Pulford announce a \$500k grant from the Andrews Labor government for expansion at the Creswick Woollen Mill. This \$1million project will ensure and grow future jobs .

I attended the Dawn Service at Creswick followed by the Gunfire Breakfast and then went to the Creswick Cemetery for a remembrance of deceased service people. The main Anzac service was once again attended by many and the good thing was the involvement of local and district primary schools. I was invited to share some time with RSL members where I presented a beautifully crafted and framed poem For The Fallen which is known by the RSL as the ode. This was presented on behalf of Creswick Railway Workshops Association and local world renowned calligrapher Stuart Slater.

I joined Crs Newitt and Klein to a Goldfields opportunity discussion that was to explore the idea of World heritage listing of our goldfields region. This was attended by 13 councils stretching from Ballarat to Bendigo. The world's largest gold nuggets were found in the area and the mining methods are unique worldwide and are the last remaining goldfields relatively intact.

It is always a pleasure to celebrate our volunteers and this was done at the Goldfield resort at Creswick this year. The volunteers should know that without them our society would be poor indeed. Government State and Federal as well as Local could never afford to pay for the services that so many provide willingly to us all. So a big thank you is in order. Last Friday night saw the annual Honour Roll updated in Creswick. Three people were added being Dr Lindsay who was our goldfields doctor and father of the famous Lindsay artists. The second was Merlyn Hubbard who gave a lifetime of service to the community and nursing . She always took control and always had her sleeves well and truly rolled up . Brian Schreenan who was the Creswick Shire

engineer for many years was also honoured. I have not met many people who have a wish to be on the roll for the simple reason that one has to be deceased to qualify.

My monthly ward meeting was very fruitful and residents took the opportunity to discuss some pressing issues one of them being traffic safety in various areas of the town. The main focus of residents has been Albert St and the proposed crossing that is part of the Streetscape plans.

On Sunday I joined many visitors at the historic Andersons Mill at Smeaton where the story of the old mill was told as was some of the history of early agriculture in the district.

Councillor Greg May, Creswick Ward

No verbal or written report presented

Councillor Fiona Robson, Birch Ward

It has been a month of celebrating achievements and community.

I was pleased to attend the opening of the new seed technology centre the Rijk Swaan has build at their facility in Musk. Rijk Swaan is placed to be the 4th largest seed company in the world and have just invested \$9 million in their Musk. I particularly appreciated speaking with the staff and hearing how happy they are to be working with Rijk Swaan, who employ about 60 people here. It is wonderful to have such a successful and thoughtful business as part of our shire.

I also attended the opening of the refurbished Daylesford Railway Station, accompanying Councillors Klein & Redwood. The work and enthusiasm of the volunteers is wonderful. There were volunteers who had sourced their own original railway uniforms. It is great to see the range of people and interests coming together to provide such a wonderful service to residents and visitors to our region.

Hepburn Shire Council was one of the supporters of "Birds of Prey" at Glenlyon Dam. Cr Cottrell and myself had the pleasure of joining approximately 140 people to learn about these amazing creatures and the work that is being done to rehabilitate injured birds. The Glenlyon Upper Loddon Landcare Group will be following up with a series of Sunday afternoon sessions called "What's in our Backyard". I encourage you to find out more about these sessions and the inspiring work that this, and many other Landcare groups, provide.

The guest speaker at the April breakfast for the local business group, DHSBATA, was Danny Kinnear from Danny's Farm. I appreciated hearing about the progress that Danny has made towards his goal of opening a restaurant on a farm that uses mainly ingredients grown directly on the land it sits on. The conversation afterward highlighted the value of local food growing and the importance of supporting our farmers as well as the people and systems that support them.

Lately I have been meeting with young people that use the Daylesford Community Park and hearing about their plans for upgraded skate facilities. They travel far and wide trying out other skate parks and are committed to seeing a fantastic skate facility here. Approximately 30 students and a few parents met with Michael Hynes from Council's community development team after school last week to understand council's process. Although there was disappointment regarding the timeframe for securing the funds there is a sense that it will be worthwhile. The team has already been in action. They held a sausage sizzle at the Daylesford Community Fair last year and raised about \$500. From that, they are being supported by Coles to run a sausage sizzle every Saturday in May. The sunshine last weekend helped and they raised \$500 that one day as well as collecting signatures to help demonstrate support for their project. I am encouraged by the initiative and enthusiasm that is being demonstrated by the team and see this as an important project that will make a big difference for our young people. I encourage everyone to find out more.

Councillor John Cottrell, Holcombe Ward

During this month I attended Anzac Day services at:

- Daylesford dawn service
- Hepburn Springs service – laying of wreath
- Trentham Service – Address & Laying of Wreath

I would like to offer my congratulations to the respective organising Committees for these important events - in particular to:

- Mr Bill McLenaghan - MC for the Daylesford Dawn Service & the Hepburn Springs service. Both services were carried off with the expected military precision – but with the additional challenges at the Daylesford Dawn Service of considerable technical problems and threatening weather; and
- Mr Mike Gretton, who presided over an impressive service at Trentham - enjoyed in warm sunshine by a sizeable crowd of service personnel and onlookers.

Over the month I have had the opportunity to attend three Local Government related events in Melbourne:

1. MAV Rural and Regional Forum – where the discussion included:

- Reviews of the LG Act & MAV Act
- Cost shifting by State & Federal governments
- Regional rail

- Financial challenges of small councils
2. **Rural Council Victoria Forum** - where the discussion included:
- A need for increased advocacy; to strengthen business cases & budget submissions
 - Engaging with the Regional Partnership program
 - Financial stability of regional councils
 - Peri_urban councils – and flow on effects to surrounding councils
 - Review of the LG Act – 157 proposals
 - Impact on LG from the proposed move to annual valuations cycle by the Valuer General
 - Compliance Inspectorate – ‘integrity of LG / issues of social media’
 - Regional Australia Institute – ‘creating great small towns’
 - Regional Development Advisory Committee – ‘connecting regional communities program’
3. **MAV State Council Meeting** (MAV Representative) – where the discussion included:
- Implementing the Strategic Work Plan 2017-19 – based around four primary objectives
 - Help councils achieve financial sustainability
 - Improve the reputation of local government
 - Increase sector productivity and efficiency, and
 - Increase innovation and collaboration
 - State Council motions – with some sixty motions approved for MAV action

On Friday 28 April 2017 I attended The Convent Gallery where it was my pleasure to welcome artists and guests to the opening of **Daylesford Macedon Ranges Open Studios 2017**.

I also attended;

- Spudfest, Saturday 6th May – with the support of HS Council this most enjoyable annual Trentham event is growing in presence and size each year – clearly due to a very active and passionate local community.
- Birds of Prey, Sunday 7th May - Through its Quick Community Grant program HS Council have been able to support the “What’s in our backyard” initiative of the Glenlyon/Upper Loddon Landcare Group & Glenlyon Progress Association. The

first of six planned monthly events "Birds of Prey" was held at the Glenlyon Dam. It was booked-out and an outstanding success – attended by over 140 adults and children.

Councillor Neil Newitt, Cameron Ward

It has been a particularly busy month and I was honoured to represent the shire and Cameron ward at a number of events including Anzac Day, the national trust Anderson's mill heritage weekend, goldfields world heritage listing seminar, and the opening of new display extensions at the Lee Medlyn home of bottles and opening of outdoor areas at the centre. And, of course, the annual Booktown festival in Clunes.

It was at the Booktown festival, I had the chance to catch up with former deputy prime minister, the Honourable Tim Fischer AC. Mr Fischer was in Clunes to host an author session on his book Maestro John Monash - Australia's greatest citizen general.

I spoke to Mr Fischer of council's plan to restore Wheelers bridge, the sole remaining "Monash" bridge carrying road transport. Mr Fischer was keen to see the bridge for himself, so we slipped away from Booktown to visit the bridge.

Mr Fischer spent some time there, walking and inspecting the bridge, reading the information board detailing the bridge's significance and surveying the area. His was emphatic that the bridge "should be saved" and was pleased to hear council was committed to this course of action. Of course, he understood the challenges to attract the significant funding needed, but was also enthusiastic in sharing ideas that may help secure sufficient funding and securing the bridge for the future.

Foremost was the desire to promote awareness of the bridge, to bring its importance to a wider audience especially when it is restored. He suggested council explores the possibility of a viewing area/rest stop on one of the creek banks. Given the growth in touring cycling activities and this area as a part of the goldfields region, this would be an important additional attraction.

To add in expanding the awareness of the bridge and its historic significance, he suggested council should consider naming the road leading to the bridge "John Monash Avenue" (or similar).

And he suggested council also contact the Honourable Dan Tehan in his capacity as minister for veteran affairs, and minister assisting the prime minister for the centenary of Anzac.

There will be a lot of interest during this next year, as Australia marks the centenary of the armistice; of the end of World War One. Sir John Monash is acknowledged as one of the greatest general's of WW1 and there will be a spotlight on Monash as part

of the centenary. There is also an opportunity here to bring our own piece of the Monash legacy into the spotlight.

Mr Fischer encourages us to pursue funding for the restoration of Wheelers bridge and the link to John Monash and to raise the public awareness of the bridge. Later that day, back at Booktown, Mr Fischer spoke of the importance of Wheelers bridge to the crowd who came to hear him speak at Clunes. The Honourable Tim Fischer AC is the former deputy prime minister of Australia and was the Australian ambassador to the Holy See for three years until January 2012. He is a former Australian Army officer, NSW state parliamentarian, leader of the National Party and minister for trade. Tim Fischer is also a consultant, company director, author broadcaster and multiple patron.

To have Mr Fischer (with his political and social experience) as a supporter and advocate for council's desire to restore this important legacy of Monash's contribution to Australia is fantastic.

As We returned to Clunes, Mr Fischer requested we keep him informed on the progress of its restoration.

** Cr Newitt presented two photographs taken of Mr Fischer at Wheelers bridge*

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 Henderson

Seconded: Cr Robson

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

The following questions were received in accordance with Local Law Number 1 and were heard at the meeting.

Question 1- Mr Kevin Moschetti

The toilet block was due to be upgraded at Calembeen Park in the financial year 2016/2017 as far as I'm aware, and to this point May of 2017 nothing looks to have been done.

Can you please provide an update on the current status of the upgrade to toilets at Calembeen Park?

Answered by Mayor Sebastian Klein

As you are aware we do have \$50,000 in the current financial year's budget for that project. It is one of a number of toilet refurbishment projects we are doing around the Shire and we are going to deliver all of those as a package of works across the area. At this stage in concept with those other projects, it is anticipated that these works will be undertaken in the second half of 2017. In doing so we will also consider community feedback from the current community consultation undertaken at Calembeen Park.

Question 2- Mr Kevin Moschetti

The toilet block itself is disgraceful with all the graffiti on it, inside and outside. The toilet block at Calembeen Park is meant to be cleaned regularly.

Please clarify if cleaning activities are regularly being undertaken at the Calembeen Park toilet block.

Answered by Mayor Sebastian Klein

Yes, cleaning activities are regularly undertaken at Calembeen Park.

It's included in a regular cleaning regime which has been delivered by Council's contracted service provider.

The schedule for cleaning is daily from Dec to Mar (7 days per week in the warmer months) and Monday & Friday from April to Nov (twice per week in the colder months).

Council acknowledges we have had some ongoing concerns about the quality of the cleaning service and that's not just in Calembeen I am afraid, but right across the Shire. In recognition of this, we are transitioning this service to be delivered internally, by our own staff. This will ensure we have a better level of ability to oversee that and ensure that all work is performed correctly.

We are also going to include a hotline in all of the toilets which will be a number that can be called if they are in a state and have someone respond quickly as well. As part of the transitioning to these new arrangements, full pressure washing and detailed cleaning has been completed yesterday at Calembeen Park as it is currently for all toilet facilities.

Question 3- Mr Bill McClenaghan

This question relates to the timelines of the development of the Hepburn Hub at the two principle sites, firstly being The Rex and the associated site at Duke Street.

When will Council commence structural building works, according to its developed site layout plans (yet to be made public) at the two locations of The Rex and Town Hall, incorporating a timeframe for when works will commence on the 8 Duke Street site that is to be part of The Rex development?

Answered by Mayor Sebastian Klein

At this stage Council is not able to provide an exact date for construction works to commence. We anticipate that works at The Rex will be able to commence in the next couple of months.

With regards to the Town Hall site, the final plans will be developed and published in the second half of 2017 and construction works (subject to funding) will commence in 2018.

Mr McClenaghan asked a supplementary question-

The part you left out is 8 Duke Street. When will works commence at this site?

Answered by Mayor Sebastian Klein

Council will need to take this part of the question on notice as currently 8 Duke street isn't intended to be part of the initial development of either the Rex or Town Hall development.

Question 4- Mr Bill McClenaghan

During public consultation on the formulation of the new Council Plan, ideas were received on line and at various "listening posts" such as in The Rex where members of the public could attend and post their ideas on a board using "sticky notes". At one of the public consultation meetings held in the Town Hall, when the various main ideas were outlined by proponent speakers, it appeared that other ideas that had been contributed not in the on-line forum had not been noted; specifically those lodged at the listening posts. When I inquired why this was the case, I was informed by a senior staff member that these other ideas were "on a separate list".

Please explain why ideas submitted alternative to the on line forums ended up on "a separate list" or, in other words, why all ideas contributed were not considered together and equally?

Answered by Mayor Sebastian Klein

No I can't because actually they were considered together.

A broad engagement strategy was developed and implemented to develop the draft Council Plan 2017-21.

This included engaging with many stakeholders and inviting ideas from a range of sources including community drop in sessions, the OurSay online forum, the Community Conference, Councillors, Staff & consideration of existing Council strategies.

All ideas and initiatives submitted were considered in the formulation of the Council Plan.

If you look at the draft council plan there were many ideas that in fact weren't necessarily part of the OurSay online forum but were contributed through those

other modes you mentioned, including the town hall meetings or the consultation meetings throughout the region.

Question 5- Mr Bill Weidner

Would Hepburn Shire Council support the request to VicRoads for a comprehensive risk assessment to ensure/maximise the safety of our townsfolk?

Answered by Mayor Sebastian Klein

Yes, Council would support the community in an approach to VicRoads for consideration of traffic management concerns along the Albert Street and an assessment of any identified risks and any possible solutions to minimise the concern.

I note as well that there is \$60,000 budgeted in the coming year for safety treatments including curb outstands and pedestrian treatments as well. So potentially, those two directions can actually tie in together and improve things dramatically more.

Question 6- Mr Bill Weidner

If Council agree would they send a supporting letter to CADRA Creswick (Creswick and District Residents Assoc.) indicating their support for the risk assessment?

Answered by Mayor Sebastian Klein

Yes.

Ms Liz Burns had submitted two questions but was not present at the meeting to ask the questions. Ms Burns's questions will be responded to in writing.

9.3. REQUESTS TO ADDRESS COUNCIL

Nil

10. STATUTORY PLANNING REPORTS

Nil

11. OFFICERS' REPORTS

11.1. QUICK RESPONSE COMMUNITY GRANTS - MAY 2017 RECOMMENDATIONS ACTING GENERAL MANAGER COMMUNITY SERVICES

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

PURPOSE

The purpose of this report is to recommend the allocation of the Round Two 2016-2017 Quick Response Community Grants Pilot Program for May.

BACKGROUND

The Community Grants program allows Council to directly support the work of community groups and organisations as well as provide the chance for innovation across Hepburn Shire. The program funds applications in a number of categories including:

- Sustainable Environment and Vibrant Economy – Nil applications
- Active and Engaged Communities – 4 applications
- Quality Community Infrastructure (including small equipment) – 1 applications

ISSUE/DISCUSSION

The 2016-17 Quick Response Community Grants Pilot Program opened on 1 February 2017.

A total of 5 applications were received for May.

The Panel recommends funding 4 applications in May and 1 application in the new financial year July 2017.

This effectively completes this year's Community Grants program leaving \$309 in the program to be rolled in to the 17/18 program.

The Kingston Agricultural Society application has been identified for funding in the new financial year July 2017.

The grant applications were assessed by Council's Community Grant Assessment Team. This team is made up of Community Grants Project Support Officer, the relevant Council Officer to the application (for example Events Coordinator for event applications) and a community member with skills and experience in arts and culture, community development and events. Grant applications were assessed against the following criteria, contained in the Guidelines:

- Why is the project needed?
- What will the project achieve?

- How will the project be implemented?
- How will risk and safety issues associated with the project be mitigated?
- Financial details – income and expenditure budget.

To be successfully recommended to Council, the application must meet all Guidelines to the satisfaction of all three Assessment Team members. Applicants whose applications were unsuccessful continue to work with the Community Grant Project Support Officer and relevant Council Officers to meet Guidelines.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2013:2017:

Strategic Objective – Quality Community Infrastructure

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

In the 2016/17 budget, Council has allocated \$40,000 for Community Grants.

The recommended Community Grants allocation so far this year totals \$33,314 leaving \$6,686 left in the 2016/17 Community Grants program.

The requested funding for May is \$8,377. Funding the 4 applications as identified below within recommendations and 1 in July 2017 will leave \$309 in the 16/17 Community Grants Program budget.

RISK IMPLICATIONS

All applicants are required to identify how project risk and safety issues will be managed, and this formed part of the assessment process. Insurance and not-for-profit status is checked for all applications.

All successful applicants are required to sign grant terms and conditions prior to receiving the grant allocation.

There is a system in place for Council officers to monitor receipt of acquittals and follow up of any outstanding acquittals.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Community Grants support projects by volunteer community groups. The focus of these projects is to strengthen community resilience and connection, promote sustainability and to assist in the implementation of community priorities.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The request for applications for the Quick Response Community Grants Pilot Program was advertised through Council social media, community networks and on Council's webpage. Officer's worked on a one on one basis with applicants.

CONCLUSION

The recommended projects support the objectives of the Quick Response Community Grant Pilot Program Guidelines.

OFFICER'S RECOMMENDATION

That Council:

11.1.1. Awards the following four applications to the Quick Response Community Grants Pilot Program for May to:

<i>Organisation / Club / Group</i>	<i>Recommended Amount</i>	<i>Project Name</i>
<i>Clunes Golf Club Inc.</i>	<i>\$1,779</i>	<i>Clunes Better Health – Golf Tee Improvement</i>
<i>John Curtain Aged Care</i>	<i>\$598</i>	<i>Victoria Street Craft Group</i>
<i>Anglican Parish of Daylesford</i>	<i>\$2,000</i>	<i>The 5000 Club</i>
<i>Melbourne Chamber Orchestra</i>	<i>\$2,000</i>	<i>A Feast of Music Daylesford 2017</i>
<i>Total Project Funding for May, 2017</i>	<i>\$6,377</i>	

11.1.2. Awards funding for Kingston Agricultural Society Inc. application for \$2000 from the 17/18 Community Grants program to be funded after 1 July 2017.

MOTION

That Council:

11.1.1. *Awards the following four applications to the Quick Response Community Grants Pilot Program for May to:*

<i>Organisation / Club / Group</i>	<i>Recommended Amount</i>	<i>Project Name</i>
<i>Clunes Golf Club Inc.</i>	<i>\$1,779</i>	<i>Clunes Better Health – Golf Tee Improvement</i>
<i>John Curtain Aged Care</i>	<i>\$598</i>	<i>Victoria Street Craft Group</i>
<i>Anglican Parish of Daylesford</i>	<i>\$2,000</i>	<i>The 5000 Club</i>
<i>Melbourne Chamber Orchestra</i>	<i>\$2,000</i>	<i>A Feast of Music Daylesford 2017</i>
<i>Total Project Funding for May, 2017</i>	<i>\$6,377</i>	

11.1.2. *Awards funding for Kingston Agricultural Society Inc. application for \$2000 from the 17/18 Community Grants program to be funded after 1 July 2017.*

Moved: Cr Cottrell

Seconded: Cr Newitt

Carried

Cr Kate Redwood AM declared an Indirect conflict of interest - conflicting duty in relation to item 11.2 as she is on the committee of management for the Daylesford Neighbourhood Centre.

Cr Fiona Robson declared an Indirect conflict of interest - conflicting duty in relation to item 11.2, as she is the manager of the Daylesford Neighbourhood Centre.

Cr Kate Redwood AM and Cr Fiona Robson left the meeting at 6:43pm.

**11.2. FUTURE MANAGEMENT OF DAYLESFORD ARC
GENERAL MANAGER CORPORATE SERVICES**

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

PURPOSE

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

BACKGROUND

Since March 2013, Council has had a contract with Daylesford Neighbourhood Centre (DNC) to manage the Daylesford ARC. The current contract had an expiry date of 31 March 2017, and the contract is currently on a month-to-month basis.

This service is in addition to the core-business of DNC run out of its Camp Street site. The contract requires DNC to run a range of recreational and social activities at the ARC facility to improve community health and wellbeing.

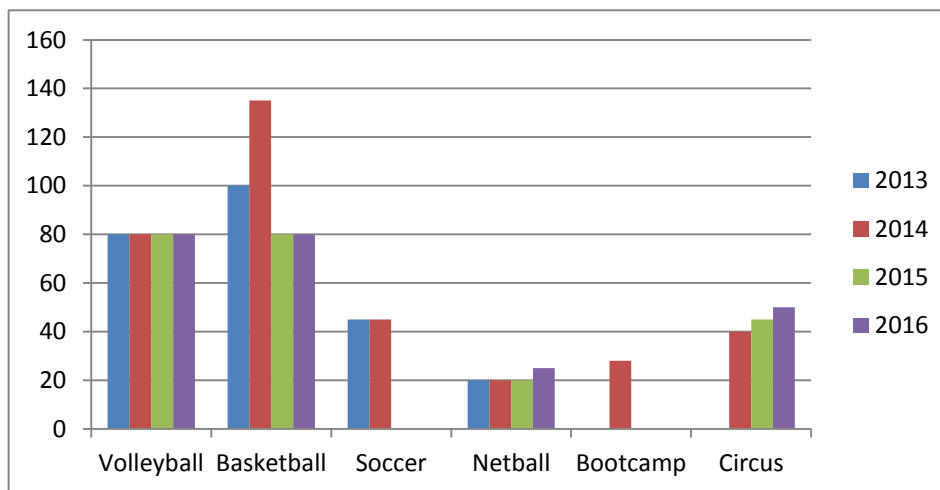
ISSUE/DISCUSSION

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

- Develop existing programs to increase participation
- Develop new programs
- Develop and maintain strong relationships with Daylesford Secondary College

Over the past four years, DNC has made progress in all three areas.

DNC increased overall participation, with a range of existing and new programs, as shown in the graph below:



In addition to maintaining the programs of basketball, volleyball, netball and circus, the following new ongoing programs have been established:

Activity	Participation Numbers (weekly)
Sprung Circus	50
Rock Climbing	10
Boxing for Fitness	8
Dancing	15
Drumming	8

DNC identified the need for affordable holiday activities for children and young people and now has an ongoing school holiday program with 250 participants.

DNC has worked closely with the Daylesford Secondary College (DSC) to achieve shared use of the main Courts. DSC regularly use Courts 1 and 2 as well as Court 3, the old basketball court, during school hours and pay a proportion of utility and cleaning costs based on usage. The calendar of use is agreed quarterly. In 2016, this usage increased significantly with the loss of school infrastructure in late 2015. Despite this increased school use, DNC managed to increase community use.

In addition to Council's payment, DNC generates close to an equal amount of other income from user fees, donations and grants. The result is approximately \$50,000 of investment in recreational and social outcomes in our community each year.

Although the early ambitions of this facility were for it to be close to or entirely self-funded, this has not been achieved. By comparison, there are very few recreation facilities in the Shire where Council does not provide some form of assistance through cash, services (e.g. mowing playing surfaces), paying utilities or maintaining

the assets. Council's contribution to this facility has only had one increase over the period that DNC has managed it, resulting in a total increase lower than the Consumer Price Index (CPI). In effect, DNC have achieved a greater outcome for less input from Council.

Since the ARC opened in 2008, Council has engaged both the YMCA and DNC to manage the ARC. From the experience with both organisations, it is clear that the recreational outcomes being achieved would not be possible without the continued Council contribution. Therefore a contribution must continue to achieve these outcomes.

However, based on the increased activity and efficiencies being achieved by DNC, an increase in contribution does not appear necessary. It is therefore recommended that the current contribution be kept fixed for the next two years.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

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

FINANCIAL IMPLICATIONS

The current annual subsidy is \$27,500 which was increased from \$25,000 in 2015. There has been no increase prior to the 2015 increase since the ARC commenced operation in 2008.

It is proposed to maintain the current subsidy of \$27,500 per year for the two year contract.

RISK IMPLICATIONS

DNC has managed the Daylesford ARC since 2012 with no incidents. It is required to provide a quarterly report which, amongst other information, covers Risk and Safety Management. The reports demonstrate that routine inspections are undertaken and actions taken to address any Occupational Health and Safety Issues identified.

In the ARC Management Review 2011 a number of management options were presented for consideration. These options were dependent on a number of issues including the usage philosophy and the financial contributions available from Council and other facility partners. Future management options included:

- Council managed
- School managed
- Contract management and,
- Community management model

The review identified the need to develop a clear and fully costed business plan and budget based on realistic usage and past financial performance. Consideration was given to all management options with contract management the preferred outcome.

Should contract management not be an option, Council could consider self management of the ARC. Financial implications would likely require more expenditure than the current subsidy. Based on annual employment costs of a Level 4A 0.4EFT of \$25,966.33, plus associated administration, marketing and promotion costs, Council management is not the preferred option. This would likely result in less recreation and social outcomes for the community.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

DNC has continued to increase or sustain participation rates and provided new opportunities and programs since 2013, providing health and wellbeing benefits and social connection.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The future contract arrangements as proposed have been discussed with DNC.

CONCLUSION

Participation in programs at the ARC has increased since the Daylesford Neighbourhood Centre has managed it, and Council's contribution has been decreased in real-terms. To continue the positive recreation outcomes, it is proposed that Council enters into a further two year contract with Daylesford Neighbourhood Centre to manage the Daylesford ARC.

OFFICER'S RECOMMENDATION

That Council:

- 11.2.1. Enters into a further two year contract with the Daylesford Neighbourhood Centre Inc to manage the Daylesford ARC, which delivers a range of community recreation and social programs.
- 11.2.2. Allocates an annual contribution of \$27,500 for both years of the contract.
- 11.2.3. Authorises the Chief Executive Officer to sign the contract with the Daylesford Neighbourhood Centre Inc.

MOTION

That Council:

- 11.2.1. *Enters into a further two year contract with the Daylesford Neighbourhood Centre Inc to manage the Daylesford ARC, which delivers a range of community recreation and social programs.*
- 11.2.2. *Allocates an annual contribution of \$27,500 for both years of the contract.*
- 11.2.3. *Authorises the Chief Executive Officer to sign the contract with the Daylesford Neighbourhood Centre Inc.*

Moved: Cr Newitt

Seconded: Cr May

Carried

Cr Redwood and Cr Robson returned to the meeting at 6:50pm

11.3. **NAMING OF GOVERNMENT ROAD OFF BALD HILLS ROAD, CRESWICK
GENERAL MANAGER CORPORATE SERVICES**

In providing this advice to Council as the Rates & Finance Officer, I Joelene Delpont have no interests to disclose in this report.

PURPOSE

The purpose of this briefing is for Council to consider naming an unnamed Government Road in Creswick off Bald Hills Road following public submissions and consultation.

BACKGROUND

Council received notice from a resident in the shire advising that she has bought a property on an unnamed Government Road in Creswick off Bald Hills Road. The property owner advised that she needs the road to be named prior to being able to obtain a building permit. The proposed road now needs to be named by Council.

ISSUE/DISCUSSION

Following discussion with Council officers, the property owner has requested the name of 'Lionel Street'.

Lionel Lindsay was the third son of Robert Lindsay and with the Doug Lindsay Recreation Reserve around the corner for this unnamed road, felt it was fitting to use a 'Lindsay' name.

This proposed name was assessed by Council officers and was found to be consistent with the Principals for Naming within the Guidelines for Geographic Names 2010 Version 2, as required by the *Geographic Place Names Act 1998*.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council has followed the rules and procedures included within the Guidelines for Geographic Names 2010 Version 2, as required by the *Geographic Place Names Act 1998*.

FINANCIAL IMPLICATIONS

Council will be required to produce and install a street sign and notify local organisations and stakeholders of the new road name.

RISK IMPLICATIONS

None Noted

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Nil

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Public participation was invited by an advertisement in the Hepburn Advocate. Notices were placed on either end of the unnamed road off Bald Hills Road in Creswick and surrounding properties were notified by letter. No submissions were received.

CONCLUSION

In accordance with the *Geographic Place Names Act 1998*, it is recommended to name this unnamed road off Bald Hills Road in Creswick, 'Lionel Street'.

OFFICER'S RECOMMENDATION

That Council:

- 11.3.1. Adopts the name 'Lionel Street' for the unnamed road off Bald Hills Road in Creswick.
- 11.3.2. Lodges the naming proposal with the Office of Geographic Names seeking endorsement and registration of the name.
- 11.3.3. Following registration, notifies relevant local organisations and stake holders of the new road name.

MOTION

That Council:

- 11.3.1. *Adopts the name 'Lionel Street' for the unnamed road off Bald Hills Road in Creswick.*
- 11.3.2. *Lodges the naming proposal with the Office of Geographic Names seeking endorsement and registration of the name.*
- 11.3.3. *Following registration, notifies relevant local organisations and stake holders of the new road name.*

Moved: Cr Henderson

Seconded: Cr Cottrell

Carried

ATTACHMENT 1 - MAP OF NEW ROAD REQUIRING NAMING

MINUTES
ORDINARY MEETING OF COUNCIL
16 MAY 2017

Unnamed Road off Bald Hills Road, Creswick



11.4. MELBOURNE CUP PUBLIC HOLIDAY ARRANGEMENTS IN HEPBURN SHIRE
FOR 2017 - 2020

GENERAL MANAGER CORPORATE SERVICES

In providing this advice to Council as the Governance Officer, I Tenique Hell have no interests to disclose in this report.

PURPOSE

The purpose of this report is for Council to consider substituting the Melbourne Cup Day Public Holiday with the Ballarat Show Day for the townships and surrounding localities of Clunes, Creswick, Smeaton and Newlyn in 2017, 2018, 2019 and 2020.

BACKGROUND

In 2011, the State Government amended the *Public Holidays Act 1993* to restore to regional Councils the ability and flexibility to make the public holiday arrangements that best suit their local communities in lieu of Melbourne Cup Day.

Following support in 2010 from the Ballarat community to keep Ballarat Show Day as the local public holiday, the Ballarat City Council substituted the Ballarat Show Day in place of the Melbourne Cup holiday each year since then.

From 2011 – 2016, the Hepburn Shire has substituted the Melbourne Cup Public Holiday with the Ballarat Show Day for the townships and surrounding localities of Clunes, Creswick, Smeaton and Newlyn. This has been done in alignment with Ballarat City Council which is the nearest city centre to this part of our Shire.

This year, Ballarat City Council has again engaged publicly to test that support remains for the public holiday substitution. Following the consultation, a public holiday has been declared by Ballarat City Council for the annual Ballarat Show on Friday 10 November 2017 in place of the Melbourne Cup Public Holiday.

ISSUE/DISCUSSION

Previous feedback received indicates that the Ballarat Show Day Public Holiday worked well for the townships and localities in this part of the Shire coinciding with the closure of local schools observing the same holiday. Given that the Ballarat City Council has maintained the public holiday substitution, it is proposed that the Western part of Hepburn Shire should continue to do the same.

To streamline the process for the substitution of the Melbourne Cup Public Holiday, it is proposed to seek Council approval for four years 2017 to 2020 simultaneously to coincide with Council's current term.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

In accordance with the *Public Holidays Act 1993*, Council is required to request the Minister to make a declaration of its non-metropolitan Melbourne Cup Public Holiday arrangements specifying:

- The area or areas in the municipality subject to the proposed substitute arrangements;
- The nominated day or two half-days in lieu of Melbourne Cup Day; and
- The reasons for the request.

Council is required to notify The Hon Adem Somyurek MLC, Minister for Small Business, Innovation and Trade of its intention to make any alternative local public holiday arrangements in lieu of Melbourne Cup Day

FINANCIAL IMPLICATIONS

Costs associated with advertising Council's Melbourne Cup Public Holiday arrangements are minimal.

Hepburn Shire Council Staff based in Creswick and Clunes have observed Ballarat Show Day from 2011 – 2016 with no significant implications for the organisation.

Melbourne Cup Day or substitute holiday attracts the standard public holiday penalty rates for Council and business.

RISK IMPLICATIONS

There are no significant risks associated with Council choosing to substitute the 2017, 2018, 2019 and 2020 Melbourne Cup Public Holidays with the Ballarat Show Day in those years.

Part-Shire holiday arrangements provide continuity of Council works and home care services to the community with minimal disruption.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

None identified.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Council's decision will be advertised in *The Advocate*, *The Courier Ballarat* and Maryborough newspapers, on Council's website and on its Facebook page.

CONCLUSION

Part-Shire holiday arrangements for the Ballarat Show Day instead of the Melbourne Cup have been well received in Hepburn Shire over the past five years with little

impact. In line with Ballarat City Council continuing the arrangement, it is proposed that Hepburn continues with this practice for the next four years.

OFFICER'S RECOMMENDATION

That Council

- 11.4.1. Substitutes the 2017 Melbourne Cup Public Holiday with the 2017 Ballarat Show Day on Friday 10 November 2017 for the townships and surrounding localities of Clunes, Creswick, Smeaton and Newlyn within Hepburn Shire.
- 11.4.2. Substitutes the 2018, 2019 & 2020 Melbourne Cup Public Holiday with the Ballarat Show Day in each year (dates to be declared) for the townships and surrounding localities of Clunes, Creswick, Smeaton and Newlyn within Hepburn Shire.
- 11.4.3. Writes to The Hon Adem Somyurek MLC, Minister for Small Business, Innovation and Trade, requesting that the Minister make a declaration to substitute the 2017 Melbourne Cup Public Holiday with the 2017 Ballarat Show Day on Friday 10 November 2017 for the townships and surrounding localities of Clunes, Creswick, Smeaton and Newlyn within Hepburn Shire.
- 11.4.4. Writes to The Hon Adem Somyurek MLC, the Minister for Small Business, Innovation and Trade, requesting that the Minister makes a declaration to substitute the 2018, 2019 & 2020 Melbourne Cup Public Holiday with the Ballarat Show Day, when the dates has been declared, for the townships and surrounding localities of Clunes, Creswick, Smeaton and Newlyn within Hepburn Shire.

MOTION

That Council

- 11.4.1. *Substitutes the 2017 Melbourne Cup Public Holiday with the 2017 Ballarat Show Day on Friday 10 November 2017 for the townships and surrounding localities of Clunes, Creswick, Smeaton and Newlyn within Hepburn Shire.*
- 11.4.2. *Substitutes the 2018, 2019 & 2020 Melbourne Cup Public Holiday with the Ballarat Show Day in each year (dates to be declared) for the townships and surrounding localities of Clunes, Creswick, Smeaton and Newlyn within Hepburn Shire.*
- 11.4.3. *Writes to The Hon Adem Somyurek MLC, Minister for Small Business, Innovation and Trade, requesting that the Minister makes a declaration to substitute the 2017 Melbourne Cup Public Holiday with the 2017 Ballarat Show Day on Friday 10 November 2017 for the townships and surrounding localities of Clunes, Creswick, Smeaton and Newlyn within Hepburn Shire.*
- 11.4.4. *Writes to The Hon Adem Somyurek MLC, the Minister for Small Business, Innovation and Trade, requesting that the Minister makes a declaration to substitute the 2018, 2019 & 2020 Melbourne Cup Public Holiday with the Ballarat Show Day, when the dates has been declared, for the townships and surrounding localities of Clunes, Creswick, Smeaton and Newlyn within Hepburn Shire.*

Moved: Cr Henderson

Seconded: Cr Cottrell

Carried

11.5. REQUEST FOR APPROVAL TO OPERATE HIGHER MASS LIMIT AND 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 renewal request to use Higher Mass Limit (HML) and B-Double vehicles on local roads.

BACKGROUND

The following request for renewal of an existing permit has been received from the National Heavy Vehicle Regulator (NHVR).

Ref	Permit Type	Organisation	Vehicles	Roads	Load Type	Time Frame as per Application	No of Trips (approx)
a) 104423	Renew HML	Charlies Transport Pty Ltd	PBS - 3-axle truck and 5-axle dog trailer	Creswick-Lawrence Road, Creswick North, Beaconsfield Road, Lawrence and EwenCharlesons Road, Lawrence	Quarry Materials	19/05/2017-18/05/2020	104 Per Year

ISSUE/DISCUSSION

Council officers have assessed the applications considering the following:

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

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

CONSENT REQUESTS

a) Charlies Transport Pty Ltd(Road Manager Request Number 104423):

Charlies Transport Pty Ltd requests that Council grants consent for the following routes, which are shown in the following map:



Map 1

The requested roads have 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 avoid in residential areas
- Hours of Operation shall be 7:00am to 6:00pm
- Obey the Load Limit Sign for Roads and Bridges when appropriate

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 operator to use heavy vehicles on subject Council maintained roads.

RISK IMPLICATIONS

There are no expected specific risk implications of granting approval to the above operator 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 maintenance staff have been involved in assessing this request.

CONCLUSION

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

OFFICER'S RECOMMENDATION

That Council:

11.5.2. Approves Charlies Transport Pty Ltd to use PBS - 3-axle truck and 5-axle dog trailer for the period of 36 months commencing 19th of May, 2017 and expiring 18th of May, 2020 on Creswick-Lawrence Road, Creswick North, Beaconsfield Road, Lawrence, Ewen Charlesons Road, Lawrence, subject to the 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.
- Obey the Load Limit Sign for Roads and Bridges when appropriate.

MOTION

That Council:

11.5.1. Approves Charlies Transport Pty Ltd to use PBS - 3-axle truck and 5-axle dog trailer for the period of 36 months commencing 19th of May, 2017 and expiring 18th of May, 2020 on Creswick-Lawrence Road, Creswick North, Beaconsfield Road, Lawrence, Ewen Charlesons Road, Lawrence, subject to the 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.
- Obey the Load Limit Sign for Roads and Bridges when appropriate.

Moved: Cr Newitt

Seconded: Cr May

Carried

11.6. RECORD OF ASSEMBLIES OF COUNCILLORS
GENERAL MANAGER CORPORATE SERVICES

In providing this advice to Council as the Governance Officer I Tenique Hell 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:

- *the subject of a decision of the Council; or*
- *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:

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

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

Date	Location	Committee Name
04-04-2017	Council Chambers	Council Briefing
10-04-2017	Council Chambers	Mineral Springs Reserve Advisory Committee
11-04-2017	Council Chambers	Council Briefing
18-04-2017	Council Chambers	Councillor/CEO Meeting
18-04-2017	Council Chambers	Pre-Council Briefing

COUNCIL PLAN /LEGISLATIVE COMPLIANCE

Local Government Act 1989, Section 80A

FINANCIAL IMPLICATIONS

Nil

RISK IMPLICATIONS

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

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

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

COMMUNITY AND STAKEHOLDER ENGAGEMENT

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

CONCLUSION

Information provided for noting.

OFFICER'S RECOMMENDATION

11.6.1. That Council receives and notes the Records of Assemblies of Councillors for the month of April 2017.

MOTION

11.6.1. That Council receives and notes the Records of Assemblies of Councillors for the month of April 2017.

Moved: Cr Cottrell

Seconded: Cr Newitt

Carried

ATTACHMENT 2 - RECORDS OF ASSEMBLIES OF COUNCILLORS
(ISSUED UNDER SEPARATE COVER)

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 Officer, I Tenique Hell 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:

- Creswick Museum Special Committee 03-04-2017
- Lee Medlyn Home of Bottles Special Committee 12-04-2017

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

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

- *Creswick Museum Special Committee 03-04-2017*
- *Lee Medlyn Home of Bottles Special Committee 12-04-2017*

MOTION

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

- *Creswick Museum Special Committee 03-04-2017*
- *Lee Medlyn Home of Bottles Special Committee 12-04-2017*

Moved: Cr Henderson

Seconded: Cr Newitt

Carried

13. COUNCIL ADVISORY COMMITTEES

13.1. MINUTES OF ADVISORY COMMITTEES GENERAL MANAGER CORPORATE SERVICES

In providing this advice to Council as the Governance Officer, I Tenique Hell 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:

- Mineral Springs Reserve Advisory Committee 10-04-2017
- International Women's Day Advisory Committee 27-04-2017

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 the minutes of the following Advisory Committees which have been distributed under separate cover:

- *Mineral Springs Reserve Advisory Committee 10-04-2017*
- *International Women's Day Advisory Committee 27-04-2017*

MOTION

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

- *Mineral Springs Reserve Advisory Committee 10-04-2017*
- *International Women's Day Advisory Committee 27-04-2017*

Moved: Cr Redwood AM

Seconded: Cr May

Carried

13.2. INTERNATIONAL WOMEN'S DAY HEATHER MUTIMER HONOUR ROLL
ADVISORY COMMITTEE NOMINATIONS
GENERAL MANAGER CORPORATE SERVICES

In providing this advice to Council as the Governance Officer, I Tenique Hell have no interests to disclose in this report.

PURPOSE

The purpose of this report is for Council to appoint members to the Hepburn Shire Council International Women's Day Heather Mutimer Honour Roll Advisory Committee.

BACKGROUND

At the Ordinary meeting of Council held on 15 November 2016, Council resolved to advertise for new members to be appointed to the Hepburn Shire Council International Women's Day Heather Mutimer Honour Roll Advisory Committee for a term of two or three years.

ISSUE/DISCUSSION

Advertisements seeking Expressions of Interest for the Hepburn Shire Council International Women's Day Heather Mutimer Advisory Committee were placed in The Advocate newspaper, on Council's website and Facebook page and also advertised at the International Women's Day Event held on 9 March 2017. Nominations were left open until 21 April 2017 to allow all interested community members to apply.

Council received two new nominations from community representatives.

1. Ms Anne Stewart
2. Ms Glenda Fleischer

One nomination was received from the following member of the current committee seeking to be appointed for another term:

1. Ms Margie Thomas

It is recommended that all applicants be appointed as members, with Ms Anne Stewart and Ms Glenda Fleischer being appointed for a term of three years and Ms Margie Thomas being appointed for a period of two years, to provide continuity of members when the next reappointment occurs.

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

Nil

RISK IMPLICATIONS

The appointment of these three members will bring the total number of community representatives on the committee to five, which exceeds the minimum of four as required by the committee's Terms of Reference.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Nil

COMMUNITY AND STAKEHOLDER ENGAGEMENT

It is important that the community membership of the Hepburn Shire Council International Women's Day Women's Honour Roll Advisory Committee is maintained, and where possible, additional community members are given the chance to participate.

CONCLUSION

The Heather Mutimer International Women's Day Honour Roll event continues to be a highly regarded event in the Hepburn Shire Calendar. It is important that the Heather Mutimer International Women's Day Honour Roll Advisory Committee continues to be represented by a cross section of the community.

It is recommended that all three applicants be appointed to ensure that Council keeps the numbers of the community members on the committee above the minimum required in the Terms of Reference.

OFFICER'S RECOMMENDATION

That Council:

- 13.2.1. Appoints existing member Ms Margie Thomas to the Hepburn Shire Council International Women's Day Heather Mutimer Honour Roll Advisory Committee for a period of two years ending on 31 May 2019.
- 13.2.2. Appoints Ms Anne Stewart and Ms Glenda Fleischer to the Hepburn Shire Council International Women's Day Heather Mutimer Honour Roll Advisory Committee for a period of three years each ending on 31 May 2020.

MOTION

That Council:

- 13.2.1. Appoints existing member Ms Margie Thomas to the Hepburn Shire Council International Women's Day Heather Mutimer Honour Roll Advisory Committee for a period of two years ending on 31 May 2019.*
- 13.2.2. Appoints Ms Anne Stewart and Ms Glenda Fleischer to the Hepburn Shire Council International Women's Day Heather Mutimer Honour Roll Advisory Committee for a period of three years each ending on 31 May 2020.*

Moved: Cr Redwood AM

Seconded: Cr Robson

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. 89(2)(d) Contractual matters;

- *Proposed Sale of Land - 1 Bleakley Street, Daylesford and 59 Main Road, Hepburn Springs*
- *Lease to Daylesford Speedway Drivers Association Inc for Basin Reserve, Ballan-Daylesford Road, Daylesford*

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;

- *Proposed Sale of Land - 1 Bleakley Street, Daylesford and 59 Main Road, Hepburn Springs*
- *Lease to Daylesford Speedway Drivers Association Inc for Basin Reserve, Ballan-Daylesford Road, Daylesford*

Moved: Cr Cottrell

Seconded: Cr Henderson

Carried

The meeting was closed to the public at 7:00 pm.

15. RE-OPENING OF MEETING TO PUBLIC

RECOMMENDATION

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

MOTION

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

Moved: Cr Henderson

Seconded: Cr Robson

Carried

The Meeting was re-opened to the public at 7:07pm

16. CLOSE OF MEETING

The meeting closed at 7.07 pm
