

Hepburn

SHIRE COUNCIL

HEPBURN SHIRE COUNCIL ORDINARY MEETING OF COUNCIL DRAFT MINUTES

TUESDAY 20 FEBRUARY 2018

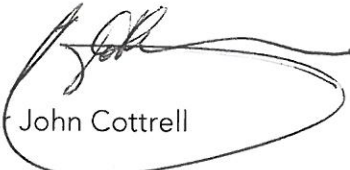
GLENLYON TOWN HALL

BARKLY STREET

GLENLYON

6:00PM

Confirmed at the Ordinary Meeting of Council
held on Tuesday 20 March 2018

Chair, Mayor C  John Cottrell

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MINUTES

TUESDAY 20 FEBRUARY 2018

Glenlyon Town Hall
Barkly Street, Glenlyon
Commencing 6:00PM

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AARON VAN EGMOND
CHIEF EXECUTIVE OFFICER
20 FEBRUARY 2018

1. **ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

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

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

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

2. **OPENING OF MEETING**

PRESENT: Mayor John Cottrell, Deputy Mayor Don Henderson, Cr Kate Redwood AM, Cr Neil Newitt, Cr Fiona Robson, Cr Sebastian Klein, Cr Greg May

IN ATTENDANCE: Mr Aaron van Egmond Chief Executive Officer, Mr Grant Schuster General Manager Community and Corporate Services, Mr Bruce Lucas General Manager Infrastructure, Mr Justin Fiddes Manager Development and Community Safety, Ms Katherine Toom Coordinator Governance and Information

STATEMENT OF COMMITMENT

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

3. APOLOGIES

Nil

4. DECLARATIONS OF CONFLICTS OF INTEREST

Cr May stated that he has a conflict to declare on agenda item 11.6 as he has an indirect interest – close association as he is a member of the Committee of Management of the Newlyn Recreation Reserve.

5. CONFIRMATION OF MINUTES

RECOMMENDATION

- 5.1. That the Minutes of the Ordinary Meeting of Council held on 16 January 2018 (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 16 January 2018 (as previously circulated to Councillors) be confirmed as required under Section 93 (2) of the Local Government Act 1989.*

Moved: Cr Kate Redwood AM

Seconded: Cr Don Henderson

Carried

6. NOTICES OF MOTION

6.1. WASTE AND RESOURCE RECOVERY

DATE: 8 FEBRUARY 2018

BACKGROUND

Recent increases in public interest and transparency of the waste industry had already created strong conditions for a reset of how waste and resource recovery is treated from a state and local policy perspective. Recent developments, with the fire at SKM recycling and the "green fence" policy of the Chinese central government to refuse imports of recycling materials have led to a crisis situation that lay the groundwork for a fundamental rethink of how we approach this essential service at Local, State and Federal Government levels.

Commercial competitive tendering, while lowering prices has also led to a loss of control of the waste system by communities and Councils. Now more than any time since the establishment of the municipal waste system, a rethink of how we conduct the business of waste and resource recovery is required.

Section 193 of the Local Government Act is titled Entrepreneurial Powers and outlines the following powers:

(1) For the purpose of performing any function or exercising any power conferred on a Council by or under this Act or any other Act a Council may—

- (a) participate in the formation and operation of a corporation, trust, partnership or other body; and
- (b) subscribe for or otherwise acquire and dispose of shares in or debentures or other securities of, a corporation; and
- (c) become a member of a company limited by guarantee; and
- (d) subscribe for or otherwise acquire and dispose of units in a trust; and
- (e) acquire and dispose of an interest in a partnership or other body; and
- (f) enter into partnership or into any arrangement for sharing of profits, union of interest, co-operation, joint venture, reciprocal concession or otherwise, with any person or corporation carrying on or engaged in, or about to carry on or engage in, any business or transaction capable of being conducted so as to directly or indirectly benefit the Council.

The capacity to set up an arms length entity is well tested, both in the Victorian context as well as more numerous in other state jurisdictions.

Some high-profile examples of council owned enterprises in the Victorian context include Citiwide and Community Chef. Further afield, Hunter Councils and EMRC are successful ROCs in the NSW and WA contexts respectively. Examples of these can be found at:

www.emrc.org.au

www.kimbriki.com

A regionally owned corporation in the central Victorian region could provide waste services back into a range of councils. The main benefits foreseen would be as follows:

- Ability to reinvest any profit-margins into waste services
- Capacity to establish a regional recycling sorting facility
- Increased resource recovery
- Trials of new and innovative approaches to waste management
- Real-time market testing
- Agility not allowed by long-term waste contracts
- The ability to expand the service offering of such a corporation to provide a range of services to interested councils further through time.

In addition to this action at a regional level, now is the time to let the State Government know that Local Government and local communities are watching, and seeking them to double down on efforts to create a circular economy which benefits local communities, creates local jobs and benefits the environment.

A range of simple interventions our changes in how waste and resource recovery are treated could make a huge difference to how these materials are managed, as well as the trust and accountability between the industry and communities.

These measures would re-emphasise the place of waste management as an essential service and provide the core qualitative requirements for waste services contracts to provide the transparency and accountability that communities demand and that our planet requires.



Councillor Name:

Sebastian Klein

Councillor Signature:

Chief Executive Officer Signature:



Aaron van Egmond

MOTION

That Council:

- 6.1.1. *Resolves to explore and pursue the formation of a regionally owned corporation, owned by a group of councils, with the specific purpose of delivering cost effective and reliable waste and resource recovery services before the end of March 2018 and report back to Council with results.*
- 6.1.2. *Authorises officers to pursue discussions with Moorabool, Ballarat, Pyrenees, Central Goldfields, Mount Alexander, Macedon Ranges and Bendigo Councils in order to identify and pursue potential partners to enter into such a partnership.*
- 6.1.3. *Writes to each of the Councils named above to inform them of our intention and invite them to meet.*
- 6.1.4. *Resolves to write to the State Government to recognise waste management and resource recovery as an essential service, and leverage recent public interest, as well as the series of recent waste-related issues as an opportunity to reset waste legislation, policy and regulations for waste management industry by:*
 - *Standardising recycling practices across the state*
 - *Creating minimum standards to which recyclers and waste managers need to adhere in the State of Victoria*
 - *Assisting councils and Regional Waste and Resource Recovery Groups to achieve standard State-wide messaging and publicity around these practices - Mandating supply-chain and end-point transparency among operators in the waste and resource recovery industry*
 - *Commissioning a review of the economic potential for the circular economy and resource-stewardship approaches to waste management in Victoria - Actively expending the Municipal and Industrial Landfill Levy to support the development of innovative waste and resource recovery practices*

throughout Local Government and the waste sector.

6.1.5. *Writes to the other Councils in Victoria advising them as to the nature of the motion above and encouraging them to advocate to the State Government for a waste policy and legislation reset.*

6.1.6. *Carries a motion to the MAV State Council to the effect of point 6.1.2 above.*

Moved: Cr Sebastian Klein

Seconded: Cr Kate Redwood AM

Carried

7. ITEMS OF URGENT BUSINESS

Nil

8. PRESENTATION OF COUNCILLOR REPORTS

MAYOR'S REPORT

Councillor John Cottrell, Holcombe Ward

No written report has been provided.

COUNCILLOR REPORTS

Councillor Greg May, Creswick Ward

On the 25th of January I attended the Civic Reception in the Daylesford Town Hall, held to present the Shire's Australia Day awards as well as the Rotary Club awards and citizenship ceremonies. I was pleased to see that the Citizen of the Year went to Peter Hanrahan from Clunes. I spent some time serving on the shire's recreation advisory committee with Peter some years ago. Peter was a great contributor on that committee and obviously his contributions are ongoing in his community. I'd also like to congratulate Rotary on their Australia Day Awards. I think the recipients of these awards largely see themselves as ordinary people going about their everyday jobs but it's obvious that whatever it is that these people do, they do it particularly well and it's great that they receive some recognition for it.

I also attended the Australia Day breakfast held at Park Lake in Creswick. It was again great to see the various clubs in Creswick band together to cook a hearty breakfast for the good crowd of locals attending. Local MPs Catherine King and Louise Staley addressed the crowd along with our Mayor, Councillor Cottrell.

I also spent some time recently with fellow councillors Robson, Henderson and Cottrell as well as our CEO on a Creswick Ward Tour. We looked at several places of interest within the Creswick township and discussed issues relevant to the Creswick Ward.

It's also pleasing to see progress being made on the installation of the light towers at Doug Lindsay Reserve Soccer ground. Hopefully the lights will be operational in time for the upcoming season.

Councillor Fiona Robson, Birch Ward

This month I focused on my children and their return to school.

I can see that residents of Glenlyon have also been very busy with the work here at the Glenlyon Hall. Huge thanks to everyone involved with organising the project, getting funding & making it happen as well as everyone that has helped onsite.

I enjoyed celebrating with the Daylesford & district community bank and hearing their plan for greater financial contributions to community initiatives. Applications for their grants program close tomorrow.

I was interested to see the attendance and enthusiasm at the tiny houses open day in Castlemaine. There were hundreds of people with a variety of needs, interests & ideas. I've appreciated conversations with a range of people who are looking at various options for providing affordable & secure housing in this Shire.

I was one of a handful of people that attended Domestic Family Violence Awareness session provided by Lifeline and was pleased to see a number of council staff. This is an important topic and one that I'd love more and more people to be part of the conversation. I particularly recognise the work by people & organisations in raising awareness and supporting safe homes and respectful relationships.

I was pleased to see the enthusiasm at the auditions of the youth production of Mavericks and Misfits. This is happening with financial support from rural centre for culture. It involves drama, dance and circus with people aged 12-18 from across our Shire as well as people from Castlemaine.

There are other youth activities initiated by community members. The Field Trip is a weekly program for people 9-17 & is facilitated by 19-24 year olds. It began this month and has been getting great reports. There will be a blue light disco at Daylesford swimming pool on Saturday which provides another opportunity to have fun together.

I'm pleased to see the interest in the new skate facilities at the Daylesford Community Park continues and was good to hear about the project at the February council briefing. The new BBQ & shelter continue to be well used and there are people meeting there for a shared dinner tonight.

There are a number of strategies and plans for our council that are in various states of completion. I am particularly pleased with the municipal health & wellbeing plan that is coming to council tonight. This is an important one for our Shire as the health & wellbeing of our people is essential for us all.

A draft reconciliation action plan is also coming to council tonight. I see this as an important step in helping us all to better understand our indigenous history & culture. I'm looking forward to the conversations and learning more.

Our council's access & inclusion plan is being developed by our council's rural access officer. Input is being invited & I encourage people to consider what would assist enhance the inclusion of people with disability in community life. Input is being asked to be received by 2 March.

Councillor Neil Newitt, Cameron Ward

No written report has been provided.

Councillor Kate Redwood AM, Birch Ward

1. Plight of Permanent Residents in the Daylesford Caravan Park

Firstly I would like to take this opportunity to thank the 50 or so Daylesford residents who demonstrated their support for the permanent residents of Daylesford caravan park, with placards, and chanting 'Let them Stay'. It was a strong voice of this community aimed at supporting frail elderly residents. Letters of support from Catherine King, our Federal Member, and Mary-Anne Thomas our State Member of Parliament were read out. I pass on a comment by ABC journalist Nicola Chvastic during an interview concerning the residents of the caravan park – 'Daylesford is a passionate community with strong values.' We hope that the proprietors will be getting the message and change their business model.

We also note that Clayton Utz are representing the residents.

I am less than impressed to be advised by the Clayton Utz solicitor acting for the residents, that the proprietors' solicitor states that an agreement has been reached with the Council. Not so.

Meanwhile the residents fear for their futures. 23 March – the date of the notice to vacate – is not far off.

2. Australia Day and Reconciliation Action Plan

I attended Council's citizenship ceremony, held on Australia Day Eve – as it has been for many years. The event commenced with a very moving Welcome to Country by young Dja Dja Wurrung woman, Rachel Kerr. Rachel explained the pain that Australia Day gives her personally, and her people, and then with great grace, welcomed us to her country. This is the first time that there has been such a Welcome to Country for Hepburn Shire Australia Day celebrations, and is one small step forward. Rachel received a very heartfelt response from the audience.

I had written an article for the Advocate regarding the date of Australia Day, which was co-signed by 15 opinion leaders in the Daylesford community. This article suggested the importance of ongoing respectful conversation on this issue which matters greatly to many Aboriginal people, and seemingly to many non Aboriginal people too, judging by the response to my article. I only received one negative phone call but many positive comments.

On the 12 February I attended the Ballarat celebration of the 10th anniversary of Kevin Rudd's historic sorry speech. It was attended by the Ballarat Mayor and a number of the Ballarat councillors as well as large numbers from the Wuthaurung community. Ballarat Council together with representatives of the Wuthaurung, have

just completed their 3rd stage reconciliation action plan, and were enthusiastic about sharing their experience.

Last weekend I visited Canberra to see the remarkable Songlines exhibition at the National Museum of Australia. This presents foundation stories of Aboriginal people across central and western Australia which are equivalent with any of the great mythological foundation stories of other cultures. By chance, going to visit the National Portrait Gallery, I encountered the huge megaliths erected next to the High Court of Australia. These represent key events in the recognition of Aboriginal people by Australia – Mabo, land rights, the 1967 referendum, and also a megalith with the following inscription:

'If we want to break away from the colonial past, and begin anew, then we have to walk together – hand in hand and side by side – as a truly reconciled nation.'

Gatjil Djerrkura OAM (leader in the advancement of Aboriginal peoples in particular the Yolngu people)

2004

3. International Women's Day

This year Council's International Women's Day event will be held on International Women's Day – 8th March. The keynote speaker, as you know will be Deborah Cheetham, who is well known as the Director of Short Black Opera and a compelling advocate for same sex marriage.

As is our tradition we will have two speakers from Daylesford Secondary College year 11, Angie Scott and Chiqo Ashley-Barlow, and subject to decision tonight we will have a number of inductions to the Heather Mutimer Honour Roll for Women.

I want to take this opportunity to thank our hardworking committee members in particular,

Annie E Stewart, Robin Rogers, Glenda Fleischer, Viv Green, Margie Thomas, Roma Wiseman, and also our executive officer, Katherine Toom. All have worked very hard over the last month with 3 meetings held and sewing bees for bunting and much more.

4. Hepburn Mineral Springs Advisory Committee

The Hepburn Mineral Springs Advisory Committee met last night. Among the range of issues discussed was the fate of the Pavilion in Central Springs which has been damaged recently by a tree falling on it. The advisory committee strongly recommends that there be public consultation and information sharing about the future of the pavilion.

The advisory committee also requested that I publicly thank the Council team that has undertaken the recently completed improvements in the infrastructure and landscaping around Lake Daylesford and acknowledge the excellence of this work.

The advisory committee welcomed the news that the completion of planned and budgeted works at Hepburn Springs is to occur in the next few weeks.

List of Council commitments in the last month

- 16/01/2018 Council Meetings
- 18/01/2018 MC for announcement of State Government grant of \$100,000 for the Hepburn Netball facilities at the Hepburn Recreation Reserve
- 22/01/2018 James Stewart re planning application for gallery in Vincent Street
- 23/01/2018 Funding announcement re Wellness Festival (conflicting commitment)
Publication of article in Advocate re Change the Date
- 24/01/2018 Hepburn House Australia Day visit to cut cake presented by Council
- 25/01/2018 Australia Day Citizenship Ceremony
- 26/01/2018 meeting regarding community action supporting Daylesford caravan park residents
- 29/01/2018 meeting regarding Daylesford Macedon Ranges Tourism Board changes
- 01/02/2018 IWD advisory committee and sewing bee
Launch of TAKE 2 community transition pilot –zero nett emissions
- 05/02/2018 IWD advisory committee
- 06/02/2018 Council briefings
- 08/02/2018 IWD advisory committee (missed due to illness)
- 09/02/2018 Meeting regarding community action to support Daylesford caravan park residents
Interview with ABC Ballarat re Daylesford caravan park residents
- 12/02/2018 Demonstration outside Daylesford caravan park and interview with WIN
Meeting re arts policy
Interview with WIN re Council's works at Lake Daylesford
Celebration event Ballarat re 10th anniversary of Sorry speech
- 19/02/2018 Hepburn Mineral Springs advisory committee

Councillor Sebastian Klein, Coliban Ward

In the past month I attended the following events and meetings:

Reconciliation Action Plan committee meeting

Met a resident about the concept of a micro grid for Trentham

I missed the announcement of Sustainability Vic funding of \$80,000 to match our own contribution to pursue a Zero Net Energy Town announcement, but glad to hear it

Community Power Hub Roundtable meeting in Ballarat

Australia Day – Town square function; Cake cutting at the aged care facility

Met with the Uniting Church representatives about future use for the Church precinct

Coliban Ward Tour with Mayor, Deputy Mayor and CEO

Grampians Central West Waste Resource Recovery Group Board and Audit and Risk committee meetings

Central Highlands Councils Victoria

Met officers to discuss implementation of the Trentham streetscape plan

Met with Council officers to discuss the Trentham township character study

Had a meeting with the Environment Minister and other Resource Recovery Group Chairs and EO's

Met with residents concerned about council consultation efforts in Trentham

Councillor Don Henderson, Creswick Ward

I attended an announcement by Labor member for Macedon Maryanne Thomas who announced that the Andrews Labor Government had funded a new festival celebrating health and wellbeing in Daylesford and surrounding areas. Hepburn Shire will contribute \$15k.

Later I was present at Lumeah Lodge in Daylesford where a cake was cut to mark Australia Day. The residents and staff were very welcoming and pleased to see the Shire there for the occasion.

It was good to welcome three new residents on Australia Day eve. I congratulate all of those people who received awards from Rotary and the Shire in recognition of their work in the community.

On the 26th of January hundreds of people gathered for breakfast at Park Lake in Creswick. The address was given by Liberal state member for Ripon and attended by Federal Labor member Catherine King. I took the opportunity to introduce the Labor candidate for Ripon Sarah de Santis to many of the people gathered. Once again awards were given for service to the community and the Creswick scouts were deserving recipients. It was only after the event that an engineer pointed out the

parlous state of the structural integrity of the rotunda. Lucky the Creswick band did not play too loudly in there.

In the afternoon I had the pleasure of joining residents at John Curtin hostel in Creswick for afternoon tea and a great deal of reminiscing about times gone by.

In the evening I attended a flag lowering event at Glenlyon where the heavens decided to open and give us all a drink. The good folk of the area just moved inside and carried on regardless. I must say I was given a very warm welcome as always.

Despite being struck down by a virus I managed to attend a meeting to discuss the running of a Magic Pudding Festival being put on by the Creswick Museum and the Creswick Railway Workshops Association. Parts of this event will be Shire wide

The Mayor, myself and the CEO along with relevant ward Councillors visited all of the major towns in the Shire to get a grasp of what may be required as far as infrastructure is concerned into the future.

The Clunes makers market ran a very successful first trial market at Queens Park which was very well run and although not sure of the claimed attendance the crowds were certainly there.

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 Sebastian Klein

Seconded: Cr Don Henderson

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. PETITION

No petitions have been received this month in accordance with Local Law 1.

9.2. QUESTIONS

Community members are invited to submit written questions 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.

Questions commenced at 6.39 pm

Question 1 – Ms Brenda Blackmore

Ms Brenda Blackmore requested that the order of public participation time be altered to allow an address from Ms Marilyn Beaumont OAM be heard first, and then the question order to be changed.

MOTION

9.2.1. *That Council allow an address from Ms Marilyn Beaumont OAM be heard before the public questions, and that questions be heard in the order requested by Ms Blackmore.*

Moved: Cr Don Henderson

Seconded: Cr Kate Redwood AM

Carried

Ms Marilyn Beaumont OAM addressed the Council regarding her concerns with community engagement in Glenlyon.

Question 1 – Mr Brett Dunlop

In 2014 the Glenlyon community was consulted by Council about streetscape planning. The developed plan was presented to a community meeting by the Council's Manager of Community and Economic Development on 27 October 2014 and it was widely supported by the Glenlyon community.

The Streetscape Plan was adopted by Council at its January 2015 meeting and is currently published on the Hepburn Shire Council website, with design drawings of the proposed Glenlyon streetscape.

The recently-laid concrete forecourt at the Glenlyon Hall bears no resemblance to that Streetscape Plan, specifically in its dimensions and materials.

Concrete was not part of the material palette in the 2015 Council-approved Streetscape Plan. Paving materials in that plan are bluestone, natural stone, compacted gravel and bitumen spray seal. An expanse of concrete is not in keeping with the 2015 Council-approved Streetscape Plan, nor with the rural, environmental and heritage characteristics of the Glenlyon township.

Will Council please explain to the residents and ratepayers of the Glenlyon area what approval process was followed for the concrete works outside Glenlyon Hall, specifically "who signed off" on a design that differs so significantly from the Council-approved Streetscape Plan of 2015?

Answer 1 – Mayor John Cottrell

Council staff developed the design which is being implemented based on the Streetscape Plan and in consultation with the Project Control Group for the Hall and Streetscape Project. The Project Control Group includes Council staff and Glenlyon Progress Association members.

The change to the Glenlyon Streetscape was a change that was made within Council management under delegation of authority.

The project team proceeded with the work after providing the revised plans to senior Council staff and the Project Control Group.

Question 2 – Mr Brett Dunlop

How will community be engaged with the Council with further development and implementation of the remainder of the 2015 Glenlyon Streetscape Plan?

Answer 2 – Mayor John Cottrell

The remaining works include the construction of the new toilet facility and some localised landscaping.

Details of the proposed toilet facilities and associated landscaping are expected to be made available in early March.

There is currently no further funding to deliver other stages in the Streetscape Plan. When those stages are being delivered in future years, consultation will be undertaken for those aspects.

Question 3 - Ms Brenda Blackmore

The public toilets at the Glenlyon Shire Hall that were recently demolished were well used by those using the hall, for public events around the hall, general community and for those passing through Glenlyon.

The Glenlyon Streetscape Plan 2015 and the latest 2017 plan (which I was handed upon my enquiry at the Shire offices last week, the week of 12th February 2018) both locate the toilets behind the hall near the kitchen entrance.

Both plans state 'indicative location for new public toilets. Exact location to be determined on site'.

There is community concern that the toilets should be easy to find and accessible.

There are also questions about how the new toilets will be incorporated into the existing septic system at the hall.

We want to be involved in the outcome for the toilets.

What, and when, is the community engagement process to endorse any Council proposal for the design, construction, placement and signage of the new Glenlyon Shire Hall public toilet block?

Answer 3 – Mayor John Cottrell

The new toilet facilities are proposed to be positioned towards the rear of the hall in accordance with the Glenlyon Streetscape Plans. Council will advertise the facility

design and detailed placement of the facility and consider any comments received prior to proceeding with the construction. This will also include being available at the Hall for a drop-in session for community members that would like to discuss the design. We currently envisage this occurring in early March.

Question 4 – Ms Margaret Lockwood

The recent community survey published in the latest Glenlyon and District News indicates considerable dissatisfaction with the Hall concrete forecourt. The community can no longer use the space as in the past. The slope is unfriendly to tables. There are no anchor points for marquees. The concrete is not congruent with the Hepburn Shire Council Heritage Policy 2015, overwhelming the Hall.

The drop at the east end of the concrete onto bare soil makes access to the ramp at the side of the Hall difficult.

The drop from the west edge to the road risks injury to children accidentally skateboarding off the concrete. It is a hazard to everyone using the forecourt.

We know from historical local knowledge and experience that substantial rain will cause excess drainage from Barkly Street to erode the gravel between the concrete and the road, leaving an even steeper drop. Given Council's past unresponsiveness to requests to have the scouring filled, re-laying the gravel annually is not a good or appropriate solution.

The metre-deep drain to Morton Street remains a hazard.

Since the hazard and access issues require urgent action; the strong community interest in achieving a good result for the slab requires work on drainage, functionality and visual appeal, what will Council do, and when, to engage with the community to fix these problems?

Answer 4 – Mayor John Cottrell

We agree that the drainage out to Morton Street has not been completed, and we commit to installing a piped drain to address this.

In relation to other matters, the Project Control Group, including Council officers, Glenlyon Progress Association members and the architects have collaborated to balance the project aims.

A key aim was to achieve universal accessibility. Accessibility to the Hall in accordance with the Building Code of Australia has been achieved. We acknowledge that the resulting gradients to blend in with the front veranda and ramps does change functionality for some usage in the forecourt.

In terms to access issues to the side ramp of the Hall and other landscaping, we continue to support the Glenlyon Progress Association to achieve a practical outcome.

Question 5 – Mr Bill McClenaghan

Regarding the current crisis in recycling and the refusal of a major recycling company to accept any more recycling products from many usual suppliers, my question concerns what is now happening to recyclable materials collected by Hepburn Shire. I would assume that Council has now been briefed on this issue.

Recycling in Hepburn Shire, there are two defined streams;

- a) from the three Transfer Stations and
- b) from kerbside collections.

Please identify where recyclable materials in each of the two recycling streams are taken and by what method.

Answer 5 - Mayor John Cottrell

Recycling streams generated from Council's three Transfer Stations are currently taken to SKM for recycling and are transported under our existing contract arrangements.

Council's comingled recycling material generated from our Kerbside Collection Service is currently transported to Visy by Wheelie Waste for sorting and recycling.

Supplementary Question 5 - Mr Bill McClenaghan

It was my understanding that as of two Friday's ago, Visy announced that they would no longer accept any further waste from Wheelie Waste. Are you suggesting that this is still happening?

Answer to Supplementary Question 5 – Mr Aaron van Egmond Chief Executive Officer

That was foreshadowed a number of weeks ago, however a number of agreements have been reached in the short term through the MAV and the Waste Management Groups and a number of Councils that were affected by this. Agreements have been reached with Visy to continue to accept the waste.

Question 6 – Mr Bill McClenaghan

Can Council guarantee residents and ratepayers that recyclable materials will not be disposed of in landfill?

Answer 6 - Mayor John Cottrell

Council is not able to guarantee how this issue will be resolved in the longer term.

However, Council is strongly committed to the recycling service and minimising waste to landfill. Whilst Council is aware that some councils have indicated recycling materials may be taken to landfill, Hepburn Shire continues its commitment to recycling and is involved in constant updates and negotiations whilst endeavouring to secure this service for the longer term. Accordingly, we encourage all residents to continue their recycling practices.

Question 7 – Mr Graeme Rattray

When you (CEO) first came to meet the people of Glenlyon I met you (Aaron) in this hall and discussed what we wanted for Glenlyon. One of the things was the septic down at the reserve. It has only been completed in the last 12 months Another thing was fixing the drain out the front of the hall down to Morton street for parking as I understand the community had been asking for years to get this done. A picture from the streetscape planning design of April 2014 Consultation Report (as enclosed) shows exactly what I spoke to you about and is what the community wanted. Pictured in the report as you can see the drainage is all covered up. Three drawings enclosed One was done January 2015 and one has two dates on it Jan 2015 and 3/3/2017. And the third one is dated 3/3/2017. Very confusing.

Can you tell me when the new design drawing 03/03/17 was passed by an ordinary meeting of council or by what authority?

Answer 7 - Mayor John Cottrell

The detailed design drawing of the 3 March 2017 for the streetscape works in front of the Glenlyon Hall was not considered at an ordinary meeting of Council. The decision to proceed with the works was done by officers under delegation, after informing the Project Control Group including the Glenlyon Progress Association of the detailed plans.

The laying of the pipe from the Shire Hall to Morton Street was a part of the plans you were referencing and is proceeding.

Question 8 – Mr Graeme Rattray

I thought there was a heritage overlay on the hall How does this apply to the hall?

Answer 8 - Mayor John Cottrell

The subject land for the Glenlyon Hall is protected under the Hepburn Planning Scheme at HO634 Glenlyon Town Hall. The proposed works were assessed against the overlay by Council's Heritage Advisor. A planning permit (PA1409) was granted for buildings and works for construction of a front veranda, paving and car parking in accordance with endorsed plans.

Those proposed works were submitted by the GPA.

A second planning permit (PA1854) was also issued for the demolition of the community noticeboard and toilet block.

In addition to works on the Hall site, part of the works have been completed on the road reserve.

Council's Planning department is currently reviewing the works completed against the planning permits and against planning rules for works in a road reserve.

Question 9 – Mrs Joan Rattray

What's happening in regard to the biodiversity project?

Answer 9 - Mayor John Cottrell

Council has conducted a range of consultation on the draft Biodiversity Strategy, and is in the process of providing a summary of feedback to workshop attendees.

Following this, we will undertake further consultation in conjunction with our newly appointed Biodiversity Officer who will work with the community to take on board their input. In the end, we seek to develop a Biodiversity Strategy that considers and responds to all community views.

Question 10 – Ms Kaye Powell

Planning permits for 33 Collins Rd. Glenlyon (1519 and 1733), were approved with a partial northern elevation showing one of the four villa units.

A whole of site northern elevation would show the four units in situ on a slope.

The effluent from these units is to gravity feed into the waste treatment receptacle. For unit 4 and possibly unit 3 this is impossible without a pump. The designer of the system stated at VCAT that these pumps are unreliable and he doesn't ever include them in his designs.

Or will these units be on 3 or 4 metre stumps overlooking my backyard? The effluent pipes still can't be above ground to ensure gravity feeding.

Council has failed to pick up this design fault.

What is the reasoning behind approving a permit with only a partial northern elevation (TP11 Proposed villa plans and elevation), and having set this precedent does this mean that partial elevations are now acceptable?

Answer 10 - Mayor John Cottrell

The endorsed villa plans TP11 are complete plans, including the elevations. The roof is a skillion roof hidden by a parapet. The plans were approved after the VCAT order decision in favour of the development.

Therefore, this does not set a precedent for 'partial' elevations.

Question 11 – Ms Kaye Powell

73 Glenlyon residents recently responded to a survey and the vast majority listed concerns over development, an excessive emphasis on tourism, wanted no commercial industry beyond cottage and a limit on B&B's. There are several residents who have moved from Hepburn as development has increased there.

65 Glenlyon residents also either wrote a letter of objection to or signed a petition against the expansion of a local B&B into an over double the current size wellness retreat. 5 Glenlyon residents wrote in favour of the development.

This particular business has approval for 4 villa units, massage and counselling and yoga rooms, 10 toilets, 6 bathrooms, a commercial kitchen, a domestic kitchen and laundry and a 10 person spa. All of this is legal in a township zone.

How does council plan to ensure that residents are listened to and their concerns addressed when they are in conflict with regulations for a township zone?

Answer 11 - Mayor John Cottrell

Council takes on board resident's views and concerns when advertising and considering planning permit applications under the Planning Scheme.

In addition, Council is commencing the Hepburn Planning Scheme review in March 2018. Council will be seeking community input into their vision for Hepburn Shire as part of the review. This will inform the scheme rules, such as the Municipal Strategic Statement, that will guide future planning decisions.

Question 12 – Mr Rod Kirby

Why is Council insisting on continuing with its agenda to plant trees along Main Road in Old Hepburn, when the petition accepted by Council in December makes it quite clear that the community consensus is that residents /ratepayers do not want any along Main Road?

Answer 12 - Mayor John Cottrell

Council received the petition in December 2017, and then following further assessment, considered an officers report in January 2018. After balancing all information available, the decision was that Council:

- 11.1.1 Resolves to plant 8 trees along Main Road Hepburn Springs
- 11.1.2 That Council Officers canvas residents of Main Road Hepburn Springs and only plant trees where residents are agreeable
- 11.1.3 Advises the head petitioner in writing of Council's decision.

Question 13 – Mr Rod Kirby

Does Council see it's role as carrying out the "will" of its ratepayers/constituents, or does it exist to force a "top down" globally orientated development agenda (deceptively known as "sustainable development") onto ratepayers/constituents of Hepburn Shire?

Answer 13 - Mayor John Cottrell

Council sees its role as balancing the views and wishes of the whole community, acknowledging that there are differences of opinion. Council has no 'top-down' agenda.

Question 14 – Mr Brian Johns

Does Council recognise petitions?

Answer 14 - Mayor John Cottrell

Yes, petitions are recognised, received and considered by Council in accordance with Local Law Number 1

Supplementary Question 14 – Mr Brian Johns

How many signatures does a petition require before Council will act?

Answer to Supplementary Question 14 - Mayor John Cottrell

It is the substance of the petition that is received that is considered by Council.

Question 15 – Mr Brian Johns

The question submitted in advance by Mr Johns, in accordance with Local Law 1, was not asked on the evening. Mr Johns attempted to ask other unsubmitted questions. In accordance with Local Law 1, no response was given to the alternate and unsubmitted questions.

Question 16 – Mr Peter Scullin

Although job sharing may provide flexible working hours for a number of Council Staff, job sharing creates serious communication problems resulting in frustration for Residents in day to day dealings with Council Staff.

In recognition of this problem, will Council begin phasing out job sharing ASAP in order to restore normal day to day communications?

Answer 16 - Mayor John Cottrell

No, that would be against the law.

The *Fair Work Act 2009* sets out a safety net of minimum terms and conditions of employment called the *National Employment Standards*. The *National Employment Standards* includes a right for employees to request flexible working arrangements (such as changes in hours of work) from their employer. In accordance with this legal obligation and to support our staff, Council offers flexibility to staff and considers all requests taking the business needs into consideration.

We invite you to submit further details of your communication problems to the General Manager Community and Corporate Services for review.

Question 17 – Mr Dennis Trehwella

When was 14A Victoria Street Trentham zoned Town Zone? And what was the previous zoning?

Answer 17 - Mayor John Cottrell

The zoning map at the commencement of the Hepburn Planning Scheme (8 June 2000) showed the land zoned Township.

We do not have readily available how long before that it was zoned Township, and if and when it changed from another zone.

9.3. REQUESTS TO ADDRESS COUNCIL

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.

Mr David McCallum addressed the Council regarding his concerns for public safety due to dangerous trees identified in Trentham.

Mr Dennis Trehwella advised that he no longer wished to address Council, having previously submitted a request in accordance with Local Law 1.

10. STATUTORY PLANNING REPORTS

10.1. PLANNING APPLICATION FOR A FIVE (5) LOT SUBDIVISION AT 39 JAMIESON STREET, DAYLESFORD

GENERAL MANAGER INFRASTRUCTURE

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

PURPOSE

The purpose of this report is for Council to determine the planning application (PA1795) for a five (5) lot subdivision at 39 Jamieson Street, Daylesford.

BACKGROUND

The subject site is a 'T shaped' parcel of land that has a total area of 3137m².

It is proposed to subdivide the land into 5 lots each of between 500m² and 600m².

The existing dwelling is proposed to remain on the site with a concrete common property driveway proposed to provide access to the existing dwelling and each of the proposed 4 vacant lots.

A building envelope has been identified on each lot that provides sufficient area for a 3 bedroom home completed with double garage on each lot.

Each proposed building envelope encompasses approximately 260m² to 300m³ with between 180m² and 220m² of 'garden area' available. (excluding driveway locations)

The site is zoned General Residential and is affected by the Environmental Significance Overlay Schedule 1 and 2.

The application was notified to surrounding properties and a sign was displayed at the site. A total of 8 objections were lodged.

The application was originally lodged as a six (6) lot subdivision however following the notification period, was amended to a five (5) lot subdivision.

The amended application was further notified to all of the objectors to the application.

The application was referred to the relevant water supply, sewerage, gas, electricity, CFA, Goulburn Murray Water and Councils Engineering Department who all consented to the application subject to conditions.

ISSUE/DISCUSSION

Relevant State and Local Planning Policy (SPPF)

The following clauses of the SPPF and LPPF are considered relevant to this application
Clause 11.07 – Regional Planning
Clause 11.08-7 - Environmental assets
Clause 12.04-1 - Environmentally sensitive area
Clause 14.02-1 - Catchment planning and management
Clause 14.02-2 - Water quality
Clause 16.01-5 - Housing affordability
Clause 21.05 – Settlement
Clause 22.02 – Mineral Springs Protection
Clause 22.08 – Daylesford Neighborhood Character

General Residential Zone

A permit is required under the provisions of the General Residential Zone to subdivide the land.

Any proposal to subdivide land must meet the relevant requirements of Clause 56 of the Scheme.

A response to the relevant provisions of Clause 56 is included as an attachment to this report.

Environmental Significance Overlay Schedule 1 and 2

A permit is required under the provisions of Schedule 2 to the Environmental Significance Overlay to subdivide land.

Assessment of Key Issues

The application has been assessed against the relevant provisions identified above, and was found to achieve high compliance with the relevant provisions of ResCode. (Clause 56)

The applicant has supplied building envelopes on each of the proposed lots that provide relatively large building footprints coupled with large areas to be used for

open space including acceptable setbacks provided between building envelopes and the existing boundaries of the site.

The site is located within Daylesford's urban growth boundary and given the size of the proposed lots, the subdivision is considered to provide an acceptable outcome with respect to the existing character of the area and will provide housing choice and more affordable housing options within the township of Daylesford.

Issues raised by objectors

Overlooking

Overlooking would be a consideration for any future application to be considered under the relevant Building Regulations.

Extensive building coverage

The proposed future building coverage of the proposed lots is between 50% and 60%.

While this represents a greater site coverage to that surrounding the site, it is considered to be acceptable and provides an appropriate balance between providing new housing stock within the existing township boundary and respecting the existing character of the area.

The lots sizes proposed provide an incremental increase in lot density within the area while still allowing space for the planting of medium to large trees and large open space areas.

Small lots

The lots proposed are smaller than surrounding lots however it is considered that the based on the lots being greater than 500m² in area, they provide an incremental increase in density that also compliments that character of the area and provides a 'garden area' that complies with the recent change to relevant planning policy.

Access for emergency vehicles

The application was referred to the CFA who had no objection to the application subject to conditions on any permit issued. A new fire hydrant may be required to be located in close proximity to the property to better provide the infrastructure required to protect the site in the event of fire.

Lack of car parking

Sufficient car parking is provided on site in accordance with the requirements of the Hepburn Planning Scheme.

Overshadowing

An assessment of overshadowing would be considered as part of any future building application however it is noted that there would be unlikely to be any overshadowing occurring that was not compliant with the regulations should single storey buildings be constructed as the building envelopes suggest.

Impact from noise

Future noise from either the existing or proposed dwelling cannot be foreseen and it is not considered to be any greater than any other residential dwelling within the surrounding area.

Adverse impact due to the amount of bins placed at the front of the site

There may be up to a maximum of 10 bins placed at the front of the property on collection days. The bins will be able to fit within the street frontage of the property.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

N/A

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

N/A

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The application has been advertised by sending notification of the proposal to adjoining and adjacent owners and occupiers and a notice on the land. A total of 9 objections were received.

The objections that were lodged were forwarded to the applicant for permit who sought to amend the application from the initial 6 lot subdivision to 5 lots.

The amended design of the subdivision was forwarded to all objectors allowing the opportunity to provide additional comment should they wish.

CONCLUSION

The subdivision is considered to represent an acceptable planning outcome when balancing the breadth of planning policy relevant to the application.

The subject site is located within proximity of the main commercial centre of the township of Daylesford and is within the urban growth boundary of the town. The site is connected to all required services and is clearly capable of sustaining infill urban development.

Subject to the inclusion of conditions requiring the building envelopes as shown on the submitted plans

OFFICER'S RECOMMENDATION

That Council;

10.1.1 Having caused notice of the planning application PA 1795 to be given under Section 52 of the Planning and Environment Act 1987, and having considered all the matters required under Section 60 of the Act recommends that Council issue a Notice of Decision to issue a Planning Permit for a five (5) lot subdivision at 39 Jamieson Street, Daylesford subject to including the following conditions:

1. The layout of the subdivision as shown on the endorsed plans must not be altered or modified unless otherwise agreed in writing by the Responsible Authority.
2. Before the plan of subdivision is certified under the Subdivision Act 1988, a restriction must be placed on the Plan of Subdivision which provides for the following to the satisfaction of the Responsible Authority:
 - a. Any dwelling on a lot must be constructed within the building envelope applying to that lot, as shown on the endorsed plans, unless otherwise agreed to in writing by the Responsible Authority;
3. The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity and gas services to each lot shown on the endorsed plan in accordance with the authority's requirements and relevant legislation at the time.
4. All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.

5. The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.

Telecommunications

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

- a. telecommunications network or service provider for the provision of telecommunication services to lots 2-5 as shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and
- b. a suitably qualified person for the provision of fibre ready telecommunication facilities to lots 2-5 as shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

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

- a. a telecommunications network or service provider that lots 2-5 are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
- b. a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

Engineering requirements

Stormwater Drainage

8. Prior to certification, all underground and surface drainage works that are considered necessary by the Responsible Authority shall be constructed in accordance with professionally prepared plans and computations to be provided by the developer and approved by the Responsible Authority prior to the commencement of construction. The drainage works shall include the provision of an onsite stormwater detention system designed to ensure that the post development runoff does not exceed pre development runoff from the development. The drainage works shall be installed to transport stormwater runoff from the subject land and surrounding land and/or adjoining road(s) to an approved point of discharge. No concentrated stormwater shall drain or discharge from the land to adjoining properties. The drainage system must be constructed and completed prior to the issue of the statement of compliance.

Return period for a Detention system is to be 1 in 5 years where there is overland escape path and 1 in 100 years if the failure of the detention system will cause property damage or inundation of freehold titles.

- All allotments shall be provided with drainage outfall (house connection) connected to the underground drainage system to the satisfaction of the Responsible Authority. House drainage connection shall be constructed in accordance with Infrastructure Design Manual Standard Drawing SD 520.
- Stormwater shall be connected to the legal point of discharge to the satisfaction of the Responsible Authority.
- Prior to certification, all drainage easements deemed necessary by the Responsible Authority must be provided by the Permit Holder to protect and facilitate existing and future drainage infrastructure. Easements shall also be provided through properties between the development site and the nominated legal point of discharge. Minimum width of drainage easements shall be 2.0m for stormwater.
- Drainage easements shall be created in accordance with the existing underground drainage infrastructure to the satisfaction of Responsible Authority.
- If the proposed stormwater drainage system includes any works to be undertaken during house construction stage, the Owner must enter into a Section 173 Agreement with the responsible Authority under section 173 and 174 of the Planning and Environment Act, requiring that such works shall be constructed and completed during house/building construction stage.
- The Owner and the Responsible Authority shall agree to do all things necessary to register a memorandum of this Agreement on the title of the land pursuant Section 181 of the Planning and Environment Act 1987.
- The Owner must pay all of the costs and expenses including Responsible Authority's lawyers checking fees in relation to preparation, execution, registration, enforcement and cancellation of this Agreement including costs for obtaining necessary consents if required by the Land Titles Office before registration of this Agreement.

Access

9. Prior to Statement of Compliance, vehicle access/crossings to all lots are to be located and constructed and maintained to the satisfaction of the Responsible Authority.
10. Vehicle access/crossing to the development is to be constructed of concrete/asphalt and in compliance with Infrastructure Design Manual Standard drawing SD 240.

11. All vehicle entry to and egress from the property and to each lot shall be in a forward motion. Vehicle turn around must be provided within the property. Prior to construction a plan showing turning circles shall be submitted to the Responsible Authority for approval. For the purpose of plans a passenger vehicle shall be of dimensions shown in Ausroads Guide to Road Design.

12. Internal vehicle access road/common property shall have passing/waiting bays to facilitate vehicle movement without reversing.

13. Any proposed vehicular crossing shall have satisfactory clearance to any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required shall be in accordance with the requirements of the relevant Authority and shall be at the applicant's expense.

14. All disused or redundant vehicle crossings must be removed and reinstated (kerb and channel) to the satisfaction of the Responsible Authority.

15. The final location and construction of the vehicle crossings are to be approved by the Responsible Authority via a "Consent to Work within the Road Reserve", prior to the undertaking of works.

General

16. Before any road, drainage and/or lot filling works associated with the subdivision start following items must be satisfied.

- a) Approval of the constructions plans by the Responsible Authority
- b) a pre-construction meeting shall be held with the Responsible Authority, the Contractor and the Developer/Developer's Consultant Engineer to discuss and agree on hold point inspections, roadside management, traffic management and any other construction related matters

17. In accordance with the Subdivision Act 1989, Responsible Authority requires the following fees for works undertaken on this Subdivision.

- a. Plan checking fee of 0.75% of the value of works
- b. Supervision fee of 2.50% of the value of works

18. All costs incurred in complying with the above conditions shall be borne by the permit holder.

Central Highlands Water Conditions

19. Any plan lodged for certification will be referred to the Central Highlands Region Water Corporation pursuant to Section 8(1)(a) of the Subdivision Act.

20. Reticulated sewerage facilities must be provided to each lot by the owner of the land (or applicant, in anticipation of becoming the owner) to the satisfaction of the Central Highlands Region Water Corporation. This will include the construction of works and the payment of major works contributions by the applicant.

21. A reticulated water supply must be provided to each lot by the owner of the land (or applicant, in anticipation of becoming the owner) to the satisfaction of the Central Highlands Region Water Corporation. This will include the construction of works and the payment of major works contributions by the applicant.

22. The owner will provide easements to the satisfaction of the Central Highlands Region Water Corporation, which will include easements for pipelines or ancillary purposes in favour of the Central Highlands Region Water Corporation, over all existing and proposed sewerage facilities within the proposal.

23. If required the owner will provide easements to the satisfaction of Central Highlands Region Water Corporation for pipeline or ancillary purposes through other land in the vicinity, as it is considered by the Authority that such easements may be required for the economical and efficient subdivision or servicing of or access to land covered by the subdivision.

24. If the land is developed in stages, the above conditions will apply to any subsequent stage of the subdivision.

Goulburn Murray Water Conditions

25. All construction and ongoing activities must be in accordance with sediment control principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).

26. Each lot must be provided with connection to the reticulated sewerage system in accordance with the requirements of the relevant urban water authority.

27. All stormwater discharged from the site must meet the urban run-off objectives and Standard C25 as specified in Clause 56.07-4 of the Victorian Planning Provisions. All infrastructure and works to manage stormwater must be in accordance with the requirements of the Responsible Authority

Country Fire Authority Conditions

Subdivision plan not to be altered

28. The subdivision as shown on the endorsed plans must not be altered without the consent of CFA

Hydrants

29. Prior to the issue of a Statement of Compliance under the Subdivision Act 1988 the following requirements must be met to the satisfaction of the CFA:

a. Above or below ground operable hydrants must be provided. The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of building envelopes, the rear of the lots) must be 120 metres and the

hydrants must be no more than 200 metres apart. These distances must be measured around lot boundaries.

b. The hydrants must be identified with marker posts and road reflectors as applicable to the satisfaction of the Country Fire Authority.

Roads

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

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

b. Curves must have a minimum inner radius of 10 metres.

c. Have a minimum trafficable width of 3.5 metres and be clear of encroachments for at least 0.5 metres on each side and 4 metres above the access way.

d. Roads more than 60m in length from the nearest intersection must have a turning circle with a minimum radius of 8m (including roll-over kerbs if they are provided) T or Y heads of dimensions specified by the CFA may be used as alternatives.

Powercor Conditions

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

32. The applicant shall:-

a. Provide an electricity supply to all lots in the subdivision in accordance with Powercor's requirements and standards, including the extension, augmentation or re-arrangement of any existing electricity supply system, as required by Powercor.

b. Where buildings or other installations exist on the land to be subdivided and are connected to the electricity supply, they shall be brought into compliance with the Service and Installation Rules issued by the Victorian Electricity Supply Industry. You shall arrange compliance through a Registered Electrical Contractor and provide to Powercor Australia Ltd a completed Electrical Safety Certificate in accordance with Electricity Safe Victoria's Electrical Safety System.

c. The applicant shall provide to Powercor Australia Ltd, a copy of the version of the plan of subdivision submitted for certification, which shows any amendments which have been required.

- d. Any buildings must comply with the clearances required by the Electricity Safety (Installations) Regulations.
- e. Any construction work must comply with Energy Safe Victoria's "No Go Zone" rules.

Permit expiry

33. This permit will expire if one of the following circumstances applies:

- a. The plan of subdivision is not certified within 2 years of the date of this permit;
- b. The registration of the relevant stage of subdivision is not completed within five years from the date of certification of the plan of subdivision.

The Responsible Authority may extend the permit if a request is made in writing in accordance with Section 69 of Planning and Environment Act 1987.

NOTES

CFA's requirements for identification of hydrants are specified in 'Identification of Street Hydrants for Firefighting Purposes' available under publications on the CFA web site (www.cfa.vic.gov.au)

LIST OF SPEAKERS

Ms Ruth Bray addressed the Council expressing her objection to the application

Ms Karina de Wolf addressed the Council expressing her objection to the application

Ms Rosemary Anderson addressed the Council expressing her objection to the application

MOTION

That Council;

10.1.1. *Having caused notice of the planning application PA 1795 to be given under Section 52 of the Planning and Environment Act 1987, and having considered all the matters required under Section 60 of the Act recommends that Council issue a Notice of Decision to issue a Planning Permit for a five (5) lot subdivision at 39 Jamieson Street, Daylesford subject to including the following conditions:*

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 - a. *Any dwelling on a lot must be constructed within the building envelope applying to that lot, as shown on the endorsed plans, unless otherwise agreed to in writing by the Responsible Authority;*
3. *The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity and gas services to each lot shown on the endorsed plan in accordance with the authority's requirements and relevant legislation at the time.*
4. *All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.*
5. *The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.*

Telecommunications

6. *The owner of the land must enter into an agreement with:*
 - a. *telecommunications network or service provider for the provision of telecommunication services to lots 2-5 as shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and*
 - b. *a suitably qualified person for the provision of fibre ready telecommunication facilities to lots 2-5 as shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.*
7. *Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:*
 - a. *a telecommunications network or service provider that lots 2-5 are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and*

- relevant legislation at the time; and
- b. a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

Engineering requirements

Stormwater Drainage

8. *Prior to certification, all underground and surface drainage works that are considered necessary by the Responsible Authority shall be constructed in accordance with professionally prepared plans and computations to be provided by the developer and approved by the Responsible Authority prior to the commencement of construction. The drainage works shall include the provision of an onsite stormwater detention system designed to ensure that the post development runoff does not exceed pre development runoff from the development. The drainage works shall be installed to transport stormwater runoff from the subject land and surrounding land and/or adjoining road(s) to an approved point of discharge. No concentrated stormwater shall drain or discharge from the land to adjoining properties. The drainage system must be constructed and completed prior to the issue of the statement of compliance.*

Return period for a Detention system is to be 1 in 5 years where there is overland escape path and 1 in 100 years if the failure of the detention system will cause property damage or inundation of freehold titles.

- *All allotments shall be provided with drainage outfall (house connection) connected to the underground drainage system to the satisfaction of the Responsible Authority. House drainage connection shall be constructed in accordance with Infrastructure Design Manual Standard Drawing SD 520.*
- *Stormwater shall be connected to the legal point of discharge to the satisfaction of the Responsible Authority.*
- *Prior to certification, all drainage easements deemed necessary by the Responsible Authority must be provided by the Permit Holder to protect and facilitate existing and future drainage infrastructure. Easements shall also be provided through properties between the development site and the nominated legal point of discharge. Minimum width of drainage easements shall be 2.0m for stormwater.*
- *Drainage easements shall be created in accordance with the existing underground drainage infrastructure to the satisfaction of*

Responsible Authority.

- *If the proposed stormwater drainage system includes any works to be undertaken during house construction stage, the Owner must enter into a Section 173 Agreement with the responsible Authority under section 173 and 174 of the Planning and Environment Act, requiring that such works shall be constructed and completed during house/building construction stage.*
- *The Owner and the Responsible Authority shall agree to do all things necessary to register a memorandum of this Agreement on the title of the land pursuant Section 181 of the Planning and Environment Act 1987.*
- *The Owner must pay all of the costs and expenses including Responsible Authority's lawyers checking fees in relation to preparation, execution, registration, enforcement and cancellation of this Agreement including costs for obtaining necessary consents if required by the Land Titles Office before registration of this Agreement.*

Access

9. *Prior to Statement of Compliance, vehicle access/crossings to all lots are to be located and constructed and maintained to the satisfaction of the Responsible Authority.*
10. *Vehicle access/crossing to the development is to be constructed of concrete/asphalt and in compliance with Infrastructure Design Manual Standard drawing SD 240.*
11. *All vehicle entry to and egress from the property and to each lot shall be in a forward motion. Vehicle turn around must be provided within the property. Prior to construction a plan showing turning circles shall be submitted to the Responsible Authority for approval. For the purpose of plans a passenger vehicle shall be of dimensions shown in Ausroads Guide to Road Design.*
12. *Internal vehicle access road/common property shall have passing/waiting bays to facilitate vehicle movement without reversing.*
13. *Any proposed vehicular crossing shall have satisfactory clearance to any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required shall be in accordance with the requirements of the relevant Authority and shall be at the applicant's expense.*
14. *All disused or redundant vehicle crossings must be removed and reinstated (kerb and channel) to the satisfaction of the Responsible*

Authority.

15. *The final location and construction of the vehicle crossings are to be approved by the Responsible Authority via a "Consent to Work within the Road Reserve", prior to the undertaking of works.*

General

16. *Before any road, drainage and/or lot filling works associated with the subdivision start following items must be satisfied.*
- a) *Approval of the constructions plans by the Responsible Authority*
 - b) *a pre-construction meeting shall be held with the Responsible Authority, the Contractor and the Developer/Developer's Consultant Engineer to discuss and agree on hold point inspections, roadside management, traffic management and any other construction related matters*
17. *In accordance with the Subdivision Act 1989, Responsible Authority requires the following fees for works undertaken on this Subdivision.*
- a. *Plan checking fee of 0.75% of the value of works*
 - b. *Supervision fee of 2.50% of the value of works*
18. *All costs incurred in complying with the above conditions shall be borne by the permit holder.*

Central Highlands Water Conditions

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

pipelines or ancillary purposes in favour of the Central Highlands Region Water Corporation, over all existing and proposed sewerage facilities within the proposal.

23. *If required the owner will provide easements to the satisfaction of Central Highlands Region Water Corporation for pipeline or ancillary purposes through other land in the vicinity, as it is considered by the Authority that such easements may be required for the economical and efficient subdivision or servicing of or access to land covered by the subdivision.*
24. *If the land is developed in stages, the above conditions will apply to any subsequent stage of the subdivision.*

Goulburn Murray Water Conditions

25. *All construction and ongoing activities must be in accordance with sediment control principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).*
26. *Each lot must be provided with connection to the reticulated sewerage system in accordance with the requirements of the relevant urban water authority.*
27. *All stormwater discharged from the site must meet the urban run-off objectives and Standard C25 as specified in Clause 56.07-4 of the Victorian Planning Provisions. All infrastructure and works to manage stormwater must be in accordance with the requirements of the Responsible Authority*

Country Fire Authority Conditions

Subdivision plan not to be altered

28. *The subdivision as shown on the endorsed plans must not be altered without the consent of CFA*

Hydrants

29. *Prior to the issue of a Statement of Compliance under the Subdivision Act 1988 the following requirements must be met to the satisfaction of the CFA:*
- a. *Above or below ground operable hydrants must be provided. The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of building envelopes, the rear of the lots) must be 120 metres and the hydrants must be no*

more than 200 metres apart. These distances must be measured around lot boundaries.

- b. The hydrants must be identified with marker posts and road reflectors as applicable to the satisfaction of the Country Fire Authority.

Roads

30. Roads must be constructed to a standard so that they are accessible in all weather conditions and capable of accommodating a vehicle of 15 tonnes for the trafficable road width.
 - a. The average grade must be no more than 1 in 7 (14.4%) (8.1 degrees) with a maximum of no more than 1 in 5 (20%) (11.3 degrees) for no more than 50 meters. Dips must have no more than a 1 in 8 (12%) (7.1 degree) entry and exit angle.
 - b. Curves must have a minimum inner radius of 10 metres.
 - c. Have a minimum trafficable width of 3.5 metres and be clear of encroachments for at least 0.5 metres on each side and 4 metres above the access way.
 - d. Roads more than 60m in length from the nearest intersection must have a turning circle with a minimum radius of 8m (including roll-over kerbs if they are provided) T or Y heads of dimensions specified by the CFA may be used as alternatives.

Powercor Conditions

31. The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to Powercor Australia Ltd in accordance with Section 8 of that Act.
32. The applicant shall:-
 - a. Provide an electricity supply to all lots in the subdivision in accordance with Powercor's requirements and standards, including the extension, augmentation or re-arrangement of any existing electricity supply system, as required by Powercor.
 - b. Where buildings or other installations exist on the land to be subdivided and are connected to the electricity supply, they shall be brought into compliance with the Service and Installation Rules issued by the Victorian Electricity Supply Industry. You shall arrange compliance through a Registered Electrical Contractor and provide to Powercor Australia Ltd a completed Electrical Safety Certificate in accordance with Electricity Safe Victoria's Electrical Safety System.
 - c. The applicant shall provide to Powercor Australia Ltd, a copy of the version of the plan of subdivision submitted for certification, which shows any amendments which have been required.
 - d. Any buildings must comply with the clearances required by the

- Electricity Safety (Installations) Regulations.*
- e. Any construction work must comply with Energy Safe Victoria's "No Go Zone" rules.

Permit expiry

33. This permit will expire if one of the following circumstances applies:
- a. The plan of subdivision is not certified within 2 years of the date of this permit;
 - b. The registration of the relevant stage of subdivision is not completed within five years from the date of certification of the plan of subdivision.

The Responsible Authority may extend the permit if a request is made in writing in accordance with Section 69 of Planning and Environment Act 1987.

NOTES

- CFA's requirements for identification of hydrants are specified in 'Identification of Street Hydrants for Firefighting Purposes' available under publications on the CFA web site (www.cfa.vic.gov.au)

Moved: Cr Sebastian Klein

Seconded: Cr Kate Redwood AM

Cr Sebastian Klein called for a division

Councillors that voted in favour of the motion: Cr Sebastian Klein, Cr Kate Redwood AM, Cr Don Henderson, Cr Greg May, Cr John Cottrell

Councillors that voted against the motion: Cr Neil Newitt

Abstained: Cr Fiona Robson abstained from the vote

Carried

11. OFFICERS' REPORTS

11.1. CHIEF EXECUTIVE OFFICER'S REPORT

Following return from some leave over Christmas and New Year period, there has been a great deal of activity occurring within the Hepburn Shire Council with Hepburn Shire Staff focussed on delivering on 'our Councils' commitments set out in the Council Plan 2017/21. I would like to thank Grant Schuster for Acting in the role of CEO while I was on leave.

Some of the activities I have focussed on since returning this year include:

- I attended the Central Highlands Councils Victoria Forum 2 weeks ago, set up for the member Councils including senior staff and Councillors. This event was put together to allow greater knowledge and partnerships within the region of projects that are being advocated for within the region.
- I attended a meeting with representatives of Agriculture Victoria, Regional Development Victorian and Hepburn Shire Council staff to discuss the development Hepburn Shire Agricultural Sector Development Plan.
- Recycling Issues facing the state of Victoria and working to maintain and improve Councils recycling efforts.
- Attended ward tours with the Mayor, Deputy Mayor and Ward councillors to look at the individual needs of each ward now and into the future.
- Attended a Central Highlands Region Waste to Energy Project Steering committee meeting
- Preparation of the Councils Budget for 2018/19 are in full swing with the challenge of balancing the needs and expectations of our Community within the 2.25% local government rate cap.
- Engaged with the issues relating to permanent residents of the Daylesford Victoria Park, Caravan Park

The organisation has continued its focus on the following four main areas.

- Closing the Loop Customer service system- received approximately 200 requests on average per week and has closed approximately the same number each week since our system went live. The organisation is committed to ensuring that each request is closed and communicated to the person who has lodged the request. We have achieved some really great outcomes since launching this system mid last year. We understand we still have a way to go to achieve closing the loop on 100% of requests.
- Performance Reporting system- 257 (167) projects- 23 projects have been completed, 87 projects are on or ahead of plan, 29 projects are behind plan, 7 projects not started. We will be making this system live for the community to view later this year.

- Communication- Our continued focus on improving with our external communications to keep our community informed of what actions 'our Council' has achieved in delivering on the Council Plan.
- OH&S- Self-insurance has been achieved in November 2017 – In late 2016, 130 items were identified to be addressed by a recent Worksafe audit in order to be accepted into the Worksafe self-insurance scheme. These have been successfully closed out to the satisfaction of Worksafe. This is a significant achievement that will ultimately lead to a safer and healthier Hepburn Shire.

The following meetings are planned in the next couple of weeks.

- Meetings for the Regional Partnerships will commence for the year over the coming weeks and I will provide updates to Council of this forum in future updates.
- Last Friday I met with our local member for Macedon- Mary Anne Thomas, our Mayor Cr John Cottrell and representatives from Macedon Ranges Shire Council to discuss the Daylesford to Hanging Rock Rail Trail.
- Tomorrow, I am meeting with Minister Jaala Pulford minister for Regional Development and Agriculture and the our Mayor and Macedon Ranges Shire Council relating to the Daylesford – Hanging Rock Rail trail

MOTION

11.1.1. *That the Council receives the Chief Executive Officer's Report.*

Moved: Cr Kate Redwood AM

Seconded: Cr Sebastian Klein

Carried

11.2. FINANCIAL REPORT AS AT 31 DECEMBER 2017

GENERAL MANAGER COMMUNITY AND CORPORATE SERVICES

In providing this advice to Council as the Financial Accountant, I Kathie Attwood have no interests to disclose in this report.

PURPOSE

The purpose of this report is to present a summary of Council's financial performance for the 2017/18 financial year up to 31 December 2017.

BACKGROUND

This report provides information on Council's operating performance for the period 1 July 2017 to 31 December 2017 and compares the Income Statement to the budget adopted by Council in June 2017, and the Balance Sheet and Statement of Cash Flows to the corresponding period last year.

ISSUE/DISCUSSION

Income Statement - Income

Total income year to date is \$24.03 million, which is \$800K less than budget.

The greatest variance appears against Grants – operating which is \$947K behind year to date budget due to budget phasing of Creswick Trails Mecca (\$1.3M) offset by \$162K Commonwealth Home Support Program received in advance and receipt of unbudgeted flood recovery reimbursement of \$128K.

Grants - capital is \$110K greater than budget due to \$200 advance payment for Roads to Recovery, less final 10% (\$115K) of grant for Victoria Park Daylesford not yet received and receipt of final 10% (\$35K) for Creswick Streetscape received but not budgeted. Contributions – monetary are \$88K behind budget as the community contributions for Victoria Park multipurpose facility (\$125K) have not been received. This is offset by additional \$63K of developer contributions received to date.

Contributions non-monetary are \$93K above budget following the recognition of gifted roads from developers. In addition, Rates and charges are up \$70K from supplementary rates and Statutory fees and fines up \$44K while other income is down \$55K due to lower reimbursements.

Income Statement - Expenses

Total expenses year to date is \$14.06 million, which is \$2 million less than budget.

The main contributors are:

- Employee costs which are \$165K less than budget,

- Materials and services where we have spent \$1.68 million less than budget; and
- Other expenses which are \$160K less than budget.

Employee cost savings reflect the timing of filling new positions and some exiting vacancies. Under expenditure in materials and services is predominantly a timing variance of operational projects (\$1.43M), particularly Cameron Court Units (\$378K) and Trentham netball facility (\$209K). Other expenses reflect timing variances for community grants \$140K and audit expenses \$29K.

Income Statement - Overall

The year to date operating result provides a \$9.97 million surplus, which is \$1.19 million greater than budget.

Please refer to the Income Statement attached for further details.

Balance Sheet

Total Cash as at 31 December 2017 is \$15.94 million including \$10.7 million classified as other financial assets (Dec 2016 by comparison was \$11.97 million and \$5.23 million). Other financial assets are term deposits with an initial term greater than 90 days.

Total debtors are \$12.41 million (Dec 2016: \$12.18 million), comprising rate debtors of \$10.4 million (Dec 2016; \$10.01 million) and \$2.01 million (Dec 2016; \$2.17 million) in non-rate debtors.

Council's loan balances are at a total of \$5.27 million (Dec 2016; \$2.51 million). This increase over the past year reflects the loan drawn down in 2016/17 to fund the Rex acquisition.

Please refer to the Balance Sheet attached for further details.

Statement of Cash Flows

Net decrease in cash and cash equivalents as at 31 December 2017 is \$654K (Dec 2016; \$2.8 million increase). This is comprised of \$8.4 million provided by operations (Dec 2016; \$7.3 million), \$8.5 million being spent on investing activities (Sept 2016; \$4.2 million) and \$0.5 million used in financing activities (Dec 2016; \$0.2 million). The greatest operating variance is reflected in Grants – operating which represents receipt of flood restoration financial assistance funding accrued last financial year.

Payments for investments represents new term deposits which have a maturity date of greater than 90 days. Proceeds from the sale of investments represents the maturity of these "other financial assets" (term deposits with an original maturity date greater than 90 days). These term deposits have been placed in accordance

with Council's Treasury Management Policy. Variances to prior year reflects different cash flow planning between the two years.

Statement of Capital Works

To date, \$1.98 million of the \$15.7 million capital works forecast for 2017/18 has been spent. In addition, \$2.24 million has been committed to be spent through purchase orders. The forecast budget includes unexpended funds carried forward from 2016/17 for completion in 2017/18.

Refer to the Statement of Capital Works attached for project details.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

These financial reports assist in decision making and oversight to confirm that departments and the organisation follows its budget.

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

None noted.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

This information will be made available to the public via the minutes published on the Council's website and available for viewing at Council's offices and libraries.

CONCLUSION

The report on the financial performance of Council for the six months from 1 July 2017 to 31 December 2017 is presented for Council's review and noting.

OFFICER'S RECOMMENDATION

11.2.1. That Council receives and notes the Financial Report for the six months from 1 July 2017 to 31 December 2017

MOTION

11.2.1. *That Council receives and notes the Financial Report for the six months from 1 July 2017 to 31 December 2017.*

Moved: Cr Sebastian Klein

Seconded: Cr Fiona Robson

Carried

ATTACHMENT 1 - YEAR TO DATE FINANCIAL REPORT AS AT 31 DECEMBER
2017

Hepburn Shire Council

Comprehensive Income Statement

For the Period Ended 31 December 2017

	YTD Budget 2017/18 \$'000	YTD Actual 2017/18 \$'000	YTD Variance		
			\$'000	%	
Income					
Rates and charges	19,253	19,323	70	0%	
Statutory fees and fines	317	361	44	14%	
User fees	476	462	(14)	-3%	
Grants - operating	3,246	2,299	(947)	-29%	1
Grants - capital	480	590	110	23%	2
Contributions - monetary	194	106	(88)	-45%	3
Contributions - non monetary	7	100	93	1329%	4
Net gain/(loss) on disposal of assets	49	37	(12)	-25%	
Other income	804	749	(55)	-7%	
Total income	<u>24,825</u>	<u>24,027</u>	<u>(798)</u>	<u>-3%</u>	
Expenses					
Employee costs	6,128	5,962	165	3%	5
Materials and services	5,920	4,246	1,675	28%	6
Bad and doubtful debts	0	5	(4)	-1447%	
Depreciation and amortisation	3,347	3,347	(0)	0%	
Borrowing costs	126	131	(4)	-3%	
Other expenses	529	369	160	30%	7
Total expenses	<u>16,051</u>	<u>14,060</u>	<u>1,991</u>	<u>12%</u>	
Surplus/(deficit) for the year	<u>8,774</u>	<u>9,967</u>	<u>1,193</u>		

¹ Grants- Operating: Creswick Trails income \$1.3M not yet received, Commonwealth Home Support Program \$162 received one month in advance, Flood recovery unbudgeted funding of \$128K and Kingston Avenue of Honour \$30K received.

² Grants-Capital: R2R \$200 advance payment. Final 10% (\$115K) of grant for Victoria Park Daylesford not yet received. Final 10% (\$35K) for Creswick Streetscape received but not budgeted.

³ Contribution-Monetary: Victoria Park community contribution C/F from 2016/17, request for payment has been made to DFNC (budget \$125K), \$93K received for 5% Public Open Space contributions for subdivisions.

⁴ Contribution-Non-Monetary: Gifted road assets from 2 subdivisions

⁵ Employee Costs: new positions only just filled for additional outdoor staff

⁶ Materials and services: Waste ,Maternal & Child Health and other contracts paid a month in arrears. Some operating projects behind schedule

⁷ Other expenses: Community grants payments behind budget phasing

Hepburn Shire Council

Balance Sheet

As at 31 December 2017

	Current Year Actual \$'000	Prior Year Actual \$'000	Variance Year on Year	
			\$'000	%
Assets				
Current assets				
Cash and cash equivalents	5,209	6,742	(1,533)	-29%
Trade and other receivables	12,407	12,183	224	2%
Other financial assets	10,733	5,227	5,506	51%
Inventories	23	19	4	17%
Non-current assets classified as held for sale	545	-	545	100%
Other assets	144	25	119	83%
Total current assets	<u>29,061</u>	<u>24,196</u>	<u>4,865</u>	<u>17%</u>
Non-current assets				
Property, infrastructure, plant and equipment	231,056	228,470	2,586	1%
Intangible assets	521	583	(62)	-12%
Total non-current assets	<u>231,576</u>	<u>229,053</u>	<u>2,524</u>	<u>1%</u>
Total assets	<u>260,637</u>	<u>253,248</u>	<u>7,389</u>	<u>3%</u>
Liabilities				
Current liabilities				
Trade and other payables	258	867	609	236%
Trust funds and deposits	2,151	2,584	432	20%
Provisions	2,585	1,825	(759)	-29%
Interest-bearing loans and borrowings	729	211	(518)	-71%
Other Liabilities	18	18	-	0%
Total current liabilities	<u>5,741</u>	<u>5,505</u>	<u>(236)</u>	<u>-4%</u>
Non-current liabilities				
Provisions	452	509	57	13%
Interest-bearing loans and borrowings	4,545	2,300	(2,245)	-49%
Other Liabilities	98	116	18	18%
Total non-current liabilities	<u>5,095</u>	<u>2,925</u>	<u>(2,169)</u>	<u>-43%</u>
Total liabilities	<u>10,836</u>	<u>8,430</u>	<u>(2,406)</u>	<u>-22%</u>
Net assets	<u>249,801</u>	<u>244,818</u>	<u>4,983</u>	<u>2%</u>
Equity				
Accumulated surplus	156,194	154,000	2,194	1%
Reserves	93,608	90,818	2,790	3%
Total Equity	<u>249,801</u>	<u>244,818</u>	<u>4,984</u>	<u>2%</u>

Hepburn Shire Council

Statement of Cash Flows

For the Period Ended 31 December 2017

	<i>Current Year</i> <i>Actual</i> Inflows/ (Outflows) \$'000	<i>Prior Year</i> <i>Actual</i> Inflows/ (Outflows) \$'000		
Cash flows from operating activities			-	100%
Rates and charges	10,103	9,632	(471)	-5%
Statutory fees and fines	420	278	(142)	-34%
User fees	474	829	354	75%
Grants - operating	8,042	2,944	(5,097)	-63%
Grants - capital	590	2,670	2,080	353%
Contributions - monetary	106	254	148	140%
Interest received	156	197	41	26%
Rent received	438	514	75	17%
Trust funds and deposits taken	(9)	694	703	-7500%
Other receipts	48	224	176	364%
Net GST refund/payment	342	1	(341)	-100%
Employee costs	(5,925)	(5,572)	353	-6%
Materials and services	(6,043)	(5,002)	1,042	-17%
Other payments	(369)	(396)	(27)	7%
Net cash provided by/(used in) operating activities	<u>8,373</u>	<u>7,266</u>	<u>(1,106)</u>	-13%
Cash flows from investing activities				
Payments for property, infrastructure, plant and equipment	(1,998)	(8,331)	-	0%
Proceeds from sale of property, infrastructure, plant and equipment	37	24	(12)	-34%
Payments for investments	(18,379)	(5,150)	13,229	-72%
Proceeds from sale of investments	11,800	9,250	(2,550)	-22%
Net cash provided by/(used in) investing activities	<u>(8,540)</u>	<u>(4,207)</u>	<u>10,762</u>	-126%
Cash flows from financing activities				
Finance costs	(131)	(43)	88	-67%
Proceeds from borrowings	-	-	-	100%
Repayment of borrowings	(356)	(204)	152	-43%
Net cash provided by/(used in) financing activities	<u>(487)</u>	<u>(247)</u>	<u>240</u>	-49%
Net increase (decrease) in cash and cash equivalents	(654)	2,813	3,467	-530%
Cash and cash equivalents at the beginning of the financial year	5,864	3,930	(1,934)	-33%
Cash and cash equivalents at the end of the period	<u>5,209</u>	<u>6,742</u>	<u>1,533</u>	29%

Hepburn Shire Council Statement of Capital Works as at 31 December 2017

Project Number	Project Name	New / Renew / Upgrade	Full Year Budget 2017/18 Expenditure	YTD Actual 2017/18 Expenditure	% Spent YTD	WO Commit ments	Commit ments	YTD Actual + Commit.	% Spent YTD Incl Commit.	Full Year Budget 2017/18 Income	YTD Actual 2017/18 Income	Progress Comments
PROPERTY												
Land improvements												
	Creswick Landfill PANs Response		450,000	42,480	9%	-	116,503	158,983	35%	-	-	
	Town and Shire Road Signage		43,478	16,657	38%	2,201	2,201	18,857	43%	-	-	
	Interpretive Signage at Calambeen Park		8,000	-	0%	-	-	-	0%	-	-	
	Gateway signage - permanent market sign in each town		9,400	-	0%	-	-	-	0%	-	-	
	Activate John Curtin fountain at the Creswick Cenotaph		3,000	-	0%	-	-	-	0%	-	-	
	Replace fencing at Dean Rec Reserve		5,500	-	0%	-	-	-	0%	-	-	
	Old Hepburn Depot site cleanup for property sale		200,000	122,075	61%	-	4,500	126,575	63%	-	-	
	Total land		719,378	181,212	25%	2,201	123,204	304,416	42%	-	-	
Buildings												
	Multi Purpose Facility - Victoria Park Daylesford		28,065	18,221	65%	-	-	18,221	65%	240,000	250	Commitments not to be fully expended this financial year.
	Trentham Community Hub		50,000	9,567	19%	-	65,102	74,669	149%	-	-	
	Newlyn Netball Facilities		-	1,770	100%	-	-	1,770	100%	-	-	
	Hepburn Shire Council Services & Community Hub Construction		1,325,000	158,643	12%	129,189	129,413	288,056	22%	-	-	
	Kitchen - Creswick Town Hall		36,422	80,347	221%	904	904	81,251	223%	5,000	7,000	Project required significant additional works to restump and replace all flooring to support kitchen, inclusion of appliances and other items required to achieve building code compliance. We are reviewing the Building renewal program to accommodate the additional cost.
	Waste Management Facility Construction		400,000	-	0%	-	-	-	0%	-	-	
	Daylesford Pool Upgrades		530,000	696	0%	-	-	696	0%	60,000	-	
	Trentham Child Care Construction for In-Venue Family DayCare		241,914	2,055	1%	-	-	2,055	1%	-	-	
Building improvements												
	Capital Building and Structures Renewal Program		1,261,208	117,115	9%	31,133	45,187	162,303	13%	-	-	
	Basin Reserve Facility Improvements		9,713	5,545	57%	-	-	5,545	57%	-	-	
	Bullarto Community Facilities		5,000	4,403	88%	-	-	4,403	88%	-	-	
	Sustainability Strategy - Towards Zero - Council Assets		240,642	18,511	8%	-	4,318	22,829	9%	-	-	
	Trentham Mechanics Institute upgrades		25,000	-	0%	-	-	-	0%	-	-	
	Lyonville Hall storage facility		11,000	339	3%	-	-	339	3%	200,000	-	
	Daylesford Town Hall Community Hub assoc works		690,079	799	0%	-	-	799	0%	-	-	
	Total buildings		4,854,043	418,012	9%	161,226	244,924	662,936	14%	505,000	7,250	
	TOTAL PROPERTY		5,573,421	599,224	11%	163,427	368,128	967,352	17%	505,000	7,250	
PLANT AND EQUIPMENT												
Plant, machinery and equipment												
	Vehicle and Plant Replacement		667,000	281,524	42%	-	74,621	356,145	53%	146,700	36,726	
	National Flagship Bioenergy Facility		410,000	8,510	2%	-	-	8,510	2%	400,000	-	
	Replace salt chlorination with Auto Dose Unit		33,572	14,717	44%	17,450	17,450	32,167	96%	-	-	
	Portable stage - collapsable		7,000	6,880	98%	-	-	6,880	98%	-	-	
Computers and telecommunications												
	IT Hardware / Technology Renewal Program		575,079	76,105	13%	-	216,768	292,873	51%	-	-	
Library books												
	Library Collection Renewal		63,417	7,687	12%	-	45,911	53,598	85%	-	-	
	TOTAL PLANT AND EQUIPMENT		1,756,068	395,423	23%	17,450	354,750	750,174	43%	546,700	36,726	
INFRASTRUCTURE												
Roads												
	Road Reseals Program		800,000	49,887	6%	-	749,859	799,745	100%	-	-	
	Reseal Preparation Program		85,000	29,973	35%	168	168	30,141	35%	-	-	
	Gravel Resheet Program		623,400	47,950	8%	15,464	15,464	63,414	10%	-	-	
	Pavement Rehabilitation, Formation & Drainage		2,143,539	89,685	4%	9,800	42,859	132,544	6%	1,287,450	200,000	
	Road Safety Improvements Program		110,000	37,681	34%	-	-	37,681	34%	-	-	
	East St Railway Bridge Underpass		597,270	4,295	1%	-	56,764	61,059	10%	400,000	-	
	Upgrade of Dairy Flat Road Muck		350,000	3,110	1%	-	-	3,110	1%	200,000	-	
	Redesign and construct Jamieson-Ragian St Intersection		6,000	-	0%	-	-	-	0%	-	-	
	Road Upgrade Policy & Road Sealing Implementation Fund		60,000	36,761	61%	4,431	13,522	50,283	84%	-	-	

Hepburn Shire Council Statement of Capital Works as at 31 December 2017

Project Number	Project Name	New / Renew / Upgrade	Full Year Budget 2017/18 Expenditure	YTD Actual 2017/18 Expenditure	% Spent YTD	WO Commit ments	Commit ments	YTD Actual + Commit. 2017/18 Expenditure	% Spent YTD Incl Commit.	Full Year Budget 2017/18 Income	Progress Comments
Bridges											
	Bridge Renewal Program		493,360	61,925	13%	83,143	106,543	168,469	34%	-	
Footpaths and cycleways											
	Footpath Improvement and Renewal Program		210,283	13,703	7%	22,825	22,825	36,528	17%	-	
	Walking and Cycling Footpath and Trail Implementation		317,000	43,815	14%	80,748	92,997	136,812	43%	-	
	Creswick crossing/outstands -		60,000	213	0%	-	-	213	0%	-	
Drainage											
	Kerb & Channel Rehabilitation		357,222	114,494	32%	14,236	79,523	194,017	54%	-	
	Drainage condition assessment and renewal/upgrade program		40,000	5,649	14%	-	-	5,649	14%	-	
Recreational, leisure and community facilities											
	Playground Equipment Replacement Program		44,430	7,190	16%	-	-	7,190	16%	-	
	Hard-court Annual Renewal Program		57,200	1,775	3%	-	-	1,775	3%	-	
	Splash Park in Creswick		14,974	13,341	89%	-	-	13,341	89%	-	
	Creswick Soccer Club lighting		159,790	16,802	11%	138,479	138,479	155,281	97%	30,000	Soil testing resulted in significant cost increase for footings. Forecast \$35k over budget for full project. Over spend to be balanced with operational savings or potential hard court renewal savings
Parks, open space and streetscapes											
	Oval No 2 Change Rooms Vic Pk D'ford		176,100	7,073	4%	-	8,130	15,203	9%	20,000	
	Swimming Pool Consultation and Scoping Creswick		27,914	12,101	43%	-	2,345	14,446	52%	-	
	Climate Resilient Recreation Facilities		60,000	-	0%	-	-	-	0%	-	
	Lee Medlyn - Implement Landscape Plan, and Car Park		12,500	6,246	50%	-	-	6,246	50%	-	
	Implementation of Streetscape Plans Creswick		-	5,643	100%	-	50	5,693	100%	35,000	Skate park fencing not included in scope of works. Over expenditure to be balanced with other project savings
	Trentham Streetscape Implementation		229,606	76	0%	-	-	76	0%	-	
	Daylesford Community Park - Shade and Infrastructure		41,948	46,876	112%	-	-	46,876	112%	-	Initial scope costing exceeded budget. Revised scope delivered with modest overspend to be balanced with potential hard court renewal savings
	Glenlyon Streetscape Construction		85,387	53,897	63%	12,749	12,762	66,659	78%	50,000	
	Hepburn Streetscape Construction		286,803	1,663	1%	-	-	1,663	1%	-	
	Lake Daylesford Improvements		185,442	193,253	104%	25,050	25,050	218,303	118%	-	
	Daylesford Cenotaph Upgrade		22,454	426	2%	-	-	426	2%	-	Additional project management costs have been incurred given the duration of the project
	Mineral Springs Reserve Improvement Works		243,643	22,930	9%	17,549	17,549	40,478	17%	-	
	Wombat Hill Botanic Garden Works		61,336	-	0%	-	3,800	3,800	6%	-	
	Glenlyon Recreation Reserve P/Ground Shade Sail		13,570	13,570	100%	-	-	13,570	100%	-	
	Drinking fountain at Creswick Splash Park		10,500	4,787	46%	-	-	4,787	46%	7,000	
	Additional street trees and Parklet prototype		10,000	14	0%	-	-	14	0%	-	
	Skate Park at Daylesford Community Park		30,000	-	0%	-	-	-	0%	-	
	Bouldering wall (rock climbing) in Creswick community park		14,000	1,050	8%	-	-	1,050	8%	-	
	Fraser St (Service St-Creswick Rd) Clunes Streetscape Works		105,700	1,120	1%	-	64,000	65,120	62%	-	
Other infrastructure											
	Public Art Appropriation & Replacement		72,000	31,477	44%	-	20,322	51,799	72%	(309)	
TOTAL INFRASTRUCTURE			8,218,371	980,451	12%	424,662	1,473,010	2,453,460	30%	1,994,450	234,691
TOTAL CAPITAL WORKS			15,547,860	1,975,098	13%	605,539	2,195,887	4,170,986	27%	3,046,150	278,667
Represented by:											
	New asset expenditure		3,157,720	325,554	10%	365,887	463,763	789,317	25%	437,000	(309)
	Asset renewal expenditure		8,676,694	1,210,608	14%	195,222	1,502,929	2,713,537	31%	1,459,150	243,726
	Asset upgrade/expansion expenditure		3,695,532	426,835	12%	44,430	226,851	653,666	18%	1,150,000	35,250
Total capital works expenditure			15,519,946	1,962,998	13%	605,539	-	4,156,540	27%	3,046,150	278,667

**11.3. DRAFT RECONCILIATION ACTION PLAN
GENERAL MANAGER COMMUNITY AND CORPORATE SERVICES**

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

PURPOSE

The purpose of this report is for Council to resolve to present the Draft Reconciliation Action Plan for public comment.

BACKGROUND

In 2016-2017, Council committed to developing a Reconciliation Action Plan (RAP). The RAP will provide a direction for reconciliation activities across the Shire.

The RAP is a 12 month plan that sets out actions that Council will implement to build better relationships between the wider Australian community and Aboriginal and Torres Strait Islander Australians for the benefit of all Australians.

Council is drafting a "Reflect" RAP that will assist in raising awareness and support for reconciliation internally and in the community. The "Reflect" RAP provides the foundational support for reconciliation across the Shire and within the organisation. Future RAPs and actions will build on the successes and actions set out in the "Reflect" RAP.

In September 2017, Council appointed the RAP Community Reference Group to provide advice and input into the development of the RAP and represent the interests of the Aboriginal and Torres Strait Islander community in the Shire. The RAP Community Reference Group has met and provided input into the Draft RAP. By consulting with this Group, Council has collaboratively worked with the community to develop the Draft RAP. An organisational wide internal working group has also provided input into the Draft RAP.

Council officers have worked closely with Atkinson Consulting to develop the RAP. The Director, Graham Atkinson, is a recognised Dja Dja Wurrung Elder and Former Chair of the Dja Dja Wurrung Clans Aboriginal Corporation.

ISSUE/DISCUSSION

The plan begins with an introduction that outlines the vision of Council's RAP. Next, the plan provides a background to Council's service delivery and capacity to engage in reconciliation including activities already undertaken. Then, the plan lists all the actions and their associated deliverables, delivery dates and the responsible officer(s) or group(s).

The Draft RAP, as recommended by the Community Reference Group, is attached (Attachment 2).

At its ordinary Council meeting in February 2017, Council resolved to review the arrangements for Australia Day celebrations and refer the event to the Reconciliation Action Plan process.

Action 15 in the Draft RAP responds to this resolution and proposes:

15. Investigate opportunities to promote community dialogue on Aboriginal and Torres Strait Islander history in our Shire.

The associated deliverable reads:

- *Hold community forums and information sharing sessions on Australia wide and Shire specific historic topics such as 26 January.*

The RAP is Council's first. Other local governments in Victoria who have made changes to how they celebrate Australia Day have had RAPs established for a number of years and have built relationships with the Aboriginal and Torres Strait Islander community members in their Shire as a result.

The Community Reference Group recommends action 15 as the best approach to discuss 26 January in Hepburn Shire.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2017:2021:

Strategic Objective – Active and Engaged Communities

Key Strategic Activity:

3.9 Implement Reconciliation Action Plan actions

FINANCIAL IMPLICATIONS

In the 2017-18 financial year, \$12,000 has been allocated to the implementation of the actions and deliverables in the RAP. Similar funding is recommended for the 2018-19 financial year.

RISK IMPLICATIONS

There are strong views and voices on aspects of reconciliation, which can result in threats to the safety of councillors and staff, as has been seen at other councils (e.g. Moreland, Yarra) seeking to make decisions in this area. Community attitudes and the national debate on the topic of Australia Day regarding the 26 January are varied. As a result of the February 2017 resolution, Hepburn Shire was associated with other local governments who have since made distinct changes to their Australia Day celebrations in late 2017. The discussion of Australia Day and how to best celebrate it can lead to these threats to personal safety and vindictive direct attacks on individuals (e.g. online trolling). The Draft RAP has been developed to continue this discussion in a safe manner, while not recommending or proposing making any

changes and instead to focus on positive and inclusive discussions and information sharing.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

The RAP is proposed to improve the relationships between the Aboriginal and Torres Strait Islander community and the wider community. The RAP sets out actions to make Council a more inclusive workplace and become a leader in the community on reconciliation.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The RAP Community Reference Group was engaged to represent the interests, concerns and ideas of the Aboriginal and Torres Strait Islander community. Through sessions with the Community Reference Group, Council has been able to collaborate on the actions drafted and demonstrated genuine engagement with our community. In addition, an internal working group with a cross section of officers added to the ideas provided by the Community Reference Group and helped draft the RAP. Council has utilised the 'Collaboration' level of community engagement as per the International Association of Public Participation (IAP2) Spectrum for Public Participation.

Following initial community input, through Council's appointed Community Reference Group, the draft action plan being considered in the RAP was presented to Councillors in December 2017. Following feedback from Councillors, the RAP was taken back to the Community Reference Group for reconsideration of the advice on draft Action 15. The Community Reference Group responded to this request by adjusting the draft wording, as included in the draft attached. The Community Reference Group recommends Council submits the Draft Reconciliation Action Plan for public comment.

CONCLUSION

The Draft RAP represents Hepburn Shire Council's leadership in reconciliation and will enable Council and the community to work towards reconciliation in Hepburn Shire. Based on collaborative consultation with Council's appointed Community Reference Group, the Draft RAP is recommended to be released for public comment.

OFFICER'S RECOMMENDATION

That Council:

11.3.1. Resolve to submit the Draft Reconciliation Action Plan for public comment.

MOTION

That Council:

11.3.1. *Resolve to submit the Draft Reconciliation Action Plan for public comment.*

Moved: Cr Kate Redwood AM

Seconded: Cr Sebastian Klein

Carried

ATTACHMENT 2 - DRAFT RECONCILIATION ACTION PLAN

Hepburn

SHIRE COUNCIL

RECONCILIATION ACTION PLAN

-DRAFT-

March 2018 - March 2019



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2 PREAMBLE/INTRODUCTION

Foreward from the Mayor or CEO:

Message from the Dja Dja Wurrung CEO or Graham Atkinson:

2.1 Our Vision and Acknowledgement for Reconciliation

Hepburn Shire Council's vision for this Reconciliation Action Plan is to promote unity, respect and understanding between Aboriginal and Torres Strait Islander peoples and other community members.

We aim for all community members to be provided the same, highest quality services from our organisation. We aim to promote awareness and respect across the community to build a better future for Aboriginal and Torres Strait Islander peoples. Council aspires for all staff, Councillors and community members to refer to Council as "Our Council."

With our RAP, Council seeks to ensure reconciliation is at the core of our organisation and a foundation to all our services.

Council recognises the Dja Dja Wurrung peoples as the Traditional Owners of the land on which the Shire is located. Council also recognises the many other Aboriginal community members across the Shire who make up the vibrant communities to which our organisation provides services.

We commit to working positively today and in the future with the DjaDja Wurrung peoples and other Aboriginal community members to learn, acknowledge and move forward together with the whole Hepburn Shire community.

Council envisages that a process of reconciliation begins when we as a community become informed about our history. The history of the Shire is typically associated with squatters, Swiss Italian settlers, gold seekers and timber getters. Our Shire has a rich Aboriginal past, present and future. Our organisation acknowledges that there is more than one voice or one memory making up the story of Hepburn Shire. Council seeks to recognise and promote the collections of stories that make up the shared history of the Shire.

We acknowledge the name of our Local Government Area and organisation references John Hepburn, one of the first European squatters to this region. The events that followed Hepburn's arrival disrupted that Dja Dja Wurrung way of life and the ecology of this region. As such, Hepburn Shire Council acknowledges our leadership role and responsibility in promoting reconciliation in the community. Council issues the following statement to respectfully acknowledge the Aboriginal history within our Shire.

The landscapes of Hepburn Shire hold memories and stories from over thousands of generations of Dja Dja Wurrung and other Aboriginal peoples. Oral stories, passed through these generations, describe the Creation that pays respect to Bunjil, who took the form of the wedge tailed eagle, and bestowed the lore of the land to Dja Dja Wurrung ancestors. Mindi,

RECONCILIATION ACTION PLAN

the giant serpent, travelled through tree tops and is known as the punisher of lore breakers. Waa, the crow, is another important deity for the Dja Dja Wurrung.

Dja Dja Wurrung country extends north from the Great Dividing Range including Mount Franklin and the current towns of Creswick and Daylesford in the southeast, to Castlemaine, Maldon and Bendigo and Boort and Donald in the northwest, and Navarre Hill and Mount Avoca to the southwest. It covers the catchments of the Avoca, Loddon and Coliban Rivers.

Mount Franklin, or Lalgambook to the Dja Dja Wurrung peoples, was an iconic Aboriginal meeting place. Aboriginal corroborees have been held at Mount Franklin and elsewhere in Dja Dja Wurrung country for one thousand generations until very recent times, and the Daylesford Museum has hundreds of artefacts collected from around the mountain.

Aboriginal peoples maintain a distinctive relationship with the Australian environment. For instance, Dja Dja Wurrung peoples intimately know the stories of country, the water, birds, plants, animals, the trees, the rocks, the wind, the fire and the mountains. Prior to European contact, complex land management and cultivation occurred across this region and the continent to support readily available, predictable food sources. These cultural practices are honoured with continued ceremonies on country.

The rich volcanic grasslands in the north of the Shire supported one of the highest densities of Aboriginal people in Australia. The grasslands were carefully managed with fire and other practices by Aboriginal peoples. When Major Thomas Mitchell arrived to the area in 1836, he commented that the grasslands resembled a 'park-like alternation of open forest' and there was 'no need for the pioneer to axe these noble trees: the land lay open for the herds and flocks, open even for the plough.' Mitchell wrongly declared the lands vacant and called the country *Australia Felix* – referring to fortune and abundance.

Formal British colonisation of Australia started in 1788 but other peoples from Asia and Europe had visited these shores for hundreds of years before. Contact in Dja Dja Wurrung country, including the Hepburn Shire region, began in 1837, soon after Major Mitchell surveyed the region. In 1838, John Hepburn and family squatted near present day Smeaton. The act of Hepburn 'taking up a station' and squatting on so called 'vacant lands of the Crown' is based on the now discredited legal fiction of *terra nullius*, that the land was 'empty' and 'there for the taking.'

In early 1838, Hepburn was one of the first of many to follow in the 1836 footsteps of Mitchell, overlanding from Sydney to 'squat' with his thousands of sheep on the very grasslands created and maintained by Aboriginal people and Dja Dja Wurrung ancestors. The lands were a Dja Dja Wurrung cultivated landscape.

The pressure on Aboriginal people from the squatters on their lands in the then Colony of Port Philip led the British Government to set up a Protectorate System comprising four Protectorates in the Colony. In 1841, the Crown established the Loddon Aboriginal Protectorate briefly near Baringhup and in 1842 moved to Franklinford where ancestors of the Dja Dja Wurrung and people from other nations in north-western Victoria were gathered and initially renamed the Loddon Tribe.

The Protectorate at Franklinford operated between 1841-1849. From the closure of the Franklinford Protectorate in 1849, some Aboriginal peoples remained near the site. Under the direction of the Central Board for the Protection of Aborigines, they were forcibly moved to

Coranderrk, near present day Healesville in 1864. Today, many descendants of the Dja Dja Wurrung people can trace their heritage back to their ancestors at the Franklinford mission. In 1995, the Franklinford site was identified as being of very high historical significance to Aboriginal and European people, as one of the longest operating institutionalised Aboriginal establishments of the first half of the 19th century.

In 1851, news about the discovery of gold in Central Victoria triggered a massive new influx of settlers into Dja Dja Wurrung country. Incredible wealth and fortunes were extracted from Dja Dja Wurrung country from which Dja Dja Wurrung ancestors were excluded from reaping any benefit well into the 21st century. The gold rush settlers continued to displace Dja Dja Wurrung ancestors from their traditional lands.

Throughout Australia, Aboriginal and Torres Strait Islander peoples have been displaced from their traditional lands since first contact including through successive Stolen Generations dating back to the Protectorate days. Aboriginal community members within our Shire thus have links to traditional country around the continent.

Council acknowledges the fundamental disruption to Aboriginal culture, economy and well-being since first contact. This disruption has been met with incredible resilience, resistance and struggle. Hepburn Shire Council recognises the resilience in Aboriginal peoples across Australia whose descendants proudly survive today.

*Please refer to Appendix 1 for references and further reading.

2.2 Our Business

Hepburn Shire Council delivers local government services to the Hepburn Shire Local Government Area (LGA). A number of services we provide include libraries, pools, road maintenance and construction, community planning, walking and cycling paths, bridges, drainage, domestic animal management, community events, strategic land and natural environment planning, public health inspections, and many others. Council sets the overall direction for the municipality through long-term planning. We adopt a strategic view of the future we wish to achieve for our community and make plans and policies to achieve this. Council sets building and planning codes that engage cultural heritage elements. We monitor social and community issues and operate within the *Local Government Act 1989* to deliver our services at the highest standard for all community members.

Our Council Plan 2017-2021 highlights Council's vision is to provide excellent service delivery for our community. Council aspires for all Councillors, Staff and community to refer to Hepburn Shire Council as "Our Council." Council will maintain, promote, protect and enhance the district's unique social, cultural, environmental and heritage characteristics. We will strive to gain maximum advantage for our community by protecting and enhancing our natural and built environment.

We acknowledge that as part of our services, alongside the Dja Dja Wurrung, we hold joint responsibility of public lands, Dja Dja Wurrung country and other significant Aboriginal sites. Council also works under state legislation that requires consultation with the Traditional Owners of the Shire in environmental and statutory planning, and natural resource management. This legislation includes the Traditional Owner Settlement Act 2010 and the Recognition and Settlement Agreement 2013 between the State of Victoria and the Dja Dja Wurrung Clans Aboriginal Corporation.

The Shire of Hepburn is a local government organisation located in the Central Highlands region of Victoria, about 110 kilometres north-west of Melbourne. Its boundaries are formed by Central Goldfields and Mount Alexander Shires in the north, Macedon Ranges Shire in the east, Moorabool Shire in the south, and the City of Ballarat and Pyrenees Shire in the west. The Shire spans roughly 1470 square kilometres, reaches 70 kilometres east to west and 40 kilometres north to south. The Shire lies at the southern area of Dja Dja Wurrung country as recognised in the Recognition and Settlement Agreement 2013.

Our organisation employs approximately 180 full time, part time and casual staff. The organisation is not currently aware of any staff who identify as Aboriginal or Torres Strait Islander.

2.3 About the Reconciliation Action Plan

Reconciliation Action Plans (RAP) are about organisations from every sector turning good intentions into real actions and rising to the challenge of reconciling Australia. A RAP is a business plan that uses a holistic approach to create meaningful relationships, enhanced respect and promote opportunities for Aboriginal and Torres Strait Islander Australians.

The RAP program includes four types of RAPs, each offering a different level of engagement and support. A Reflect RAP is for organisations starting out their reconciliation journey and assists in raising awareness and support for RAPs within and outside of an organisation. In developing a Reflect RAP, Hepburn Shire Council commits to completing the following actions over the next 12 months to ensure we are well positioned to implement effective and mutually beneficial initiatives as part of future RAPs. Our future RAPs will build on the successes achieved through this Reflect RAP under the themes of Relationships, Respect and Opportunities. The actions outlined below fall within these key themes and are specific to our business, service delivery and sphere of influence.

2.4 Our Reconciliation Action Plan

Council's RAP provides a direction for reconciliation activities in the Shire. Council seeks to build better relationships between the wider Australian community and Aboriginal and Torres Strait Islander Australians for the benefit of all Australians.

Hepburn Shire seeks to develop more meaningful relationships with the Traditional Owners of the Shire, the Dja Dja Wurrung Peoples. Council envisages working alongside the Dja Dja Wurrung Clans Aboriginal Corporation, who represent the interests and needs of the Dja Dja Wurrung Peoples, to achieve the goals outlined in their Country Plan, "Dhelkunya Dja."

The 2017-2021 Council Plan specifically references to implement the actions that result from this Reflect RAP and future RAPs. The actions and vision for our RAP program will be delivered across the Shire as a whole. The RAP will be reviewed at the end of the 12 month term in order to prepare and plan for future RAPs.

Council committed to developing a RAP in 2016-2017. Council began to recognise Aboriginal culture locally by holding Acknowledgement of Country proceedings at Ordinary Council meetings over 15 years ago. Council has also raised the Aboriginal flag at multiple Council facilities and hosted Welcome to Country ceremonies at a number of Council run events.

The RAP was developed by the Hepburn Shire Council RAP Working Group and the RAP Community Reference Group with assistance from the Dja Dja Wurrung Clans Aboriginal Corporation. Our RAP was developed in partnership with Atkinson Consulting Group.

Our RAP is championed by our RAP Working Group including the roles of Community and Cultural Development Officer, General Manager Community Services, General Manager Corporate Services, Manager Aged and Disability Services, Manager Strategic Project Delivery, Project Engineer Developments.

2.5 Our Partnerships and Current Activities

Council hosts annual NAIDOC week celebrations and partners with our libraries and community groups to raise awareness of Aboriginal and Torres Strait Islander culture and history. In 2017, Council collaborated with the Daylesford Museum to celebrate and raise awareness for National Reconciliation Week.

Our Aged and Disability Services Unit have adopted a Diversity Plan that includes actions to support better outcomes for clients who identify as Aboriginal and Torres Strait Islander (ATSI) by providing accessible and culturally safe and respectable services. A large number of Aged and Disability services staff have also completed ATSI cultural awareness training.

Our libraries participate in many reconciliation activities including special exhibitions of Aboriginal and Torres Strait Islander history books and local storytelling sessions with young people.

3 ACTIONS AND DELIVERABLES

3.1 Relationships:

<u>Action</u>	<u>Deliverable</u>	<u>Timeline</u>	<u>Responsibility</u>
1. Maintain a RAP Working Group to monitor and track the implementation of our RAP	<ul style="list-style-type: none"> Establish a Terms of Reference for the Working Group to outline how the RAP will be monitored and implemented. 	March 2018	Community and Cultural Development Officer
2. Develop and maintain external relationships with Aboriginal and Torres Strait Islander peoples	<ul style="list-style-type: none"> Identify and develop contact details and information of Aboriginal and Torres Strait Islander peoples, communities and organisations within our LGA to enable greater engagement between Council and its Aboriginal and Torres Strait Islander residents, and to help build relationships that will contribute to development of future RAPs 	June 2018	Community and Cultural Development Officer, RAP Community Reference Group
	<ul style="list-style-type: none"> Develop a resource list of other organisations to assist with our reconciliation activities. 	July 2018	Community and Cultural Development Officer, RAP Community Reference Group
3. Participate in and celebrate National Reconciliation Week (NRW)	<ul style="list-style-type: none"> Organise event(s) to recognise and celebrate NRW. 	27 May – 3 June	Community and Cultural Development Officer, RAP Community Reference Group
	<ul style="list-style-type: none"> Working Group member(s) to participate in regional reconciliation forums 		RAP Working Group
	<ul style="list-style-type: none"> Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff and community 		Community and Cultural Development Officer

RECONCILIATION ACTION PLAN

	<ul style="list-style-type: none"> Register all Council's NRW events on Reconciliation Australia's website to capture support and participation 		Community and Cultural Development Officer
4. Raise internal staff awareness of our RAP	<ul style="list-style-type: none"> Host all staff meeting at Mount Franklin and liaise with DDWCC on cultural presentation and tour of site 	September 2018	Community and Cultural Development Officer, RAP Working Group
	<ul style="list-style-type: none"> Presentation to all areas of Council to ensure employees have an understanding of RAP commitments 	May 2018	
	<ul style="list-style-type: none"> Publish reconciliation activities in CEO updates as they occur 	Ongoing	
5. Promote and raise external awareness of our RAP	<ul style="list-style-type: none"> Hold a RAP launch event in partnership with community groups to deliver information on our RAP 	April 2018	Community and Cultural Development Officer,
	<ul style="list-style-type: none"> Communicate RAP achievements through print and online media 	Ongoing	Communications Officer, RAP Action Owner
6. Identify and acknowledge overlapping actions and goals between HSC's Council Plan and	<ul style="list-style-type: none"> Develop a list of overlapping goals and potential collaborative projects with the DDWCAC to inform future RAPs and budget submissions. 	November 2018	Community and Cultural Development Officer, DDWCAC CEO

RECONCILIATION ACTION PLAN

<p>DDWCAC's Country Plan (Dhelkunya Dja)</p>	<ul style="list-style-type: none"> Brief Councillors on the potential collaborative projects 	<p>December 2018</p>	<p>Community and Cultural Development Officer</p>
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RECONCILIATION ACTION PLAN

3.2 Respect:

Action	Deliverable	Timeline	Responsibility
7. Deliver cultural learning and development opportunities within Council	<ul style="list-style-type: none"> Conduct a review of cultural awareness training needs and develop training program 	July 2018	Community and Cultural Development Officer, People and Performance Officer
	<ul style="list-style-type: none"> Implement staff ATSI cultural awareness training program with initial delivery to Leadership Team 	October 2018	Manager People and Performance, Community and Cultural Development Officer,
	<ul style="list-style-type: none"> Review and update Council's staff induction processes to include key elements of Aboriginal and Torres Strait Islander cultural awareness training program 	July 2018	Manager People and Performance, Community and Cultural Development Officer,
	<ul style="list-style-type: none"> Undertake survey to measure our staff's current level of knowledge and understanding of Aboriginal and Torres Strait Islander cultures, histories and achievements 	February 2019	Community and Cultural Development Officer, People and Performance Officer
8. Continue to participate in, celebrate and develop NAIDOC week activities	<ul style="list-style-type: none"> Raise awareness and share information amongst our staff of the meaning of NAIDOC week which includes information about the local Aboriginal and Torres Strait Islander peoples and communities 	July 2018	Community and Cultural Development Officer, Events Officer, RAP Community Reference Group
	<ul style="list-style-type: none"> Working Group member(s) participates in an external NAIDOC week event 	July 2018	RAP Working Group
9. Raise internal understanding of Aboriginal and Torres Strait Islander cultural protocols	<ul style="list-style-type: none"> Implement a plan to raise awareness and understanding of the meaning and significance behind Acknowledgement of Country and Welcome to Country protocols 	May 2018	Community and Cultural Development Officer, Manager Strategic Project Delivery
	<ul style="list-style-type: none"> Formalise processes for internal and external meetings and events for Acknowledgement of Country and Welcome to Country protocols (including any local cultural protocols) 	May 2018	Community and Cultural Development Officer

RECONCILIATION ACTION PLAN

	<ul style="list-style-type: none"> Install signs to acknowledge Traditional Owners upon entering the Shire and at significant locations such as Mount Franklin 	March 2019	Manager Strategic Project Delivery
10. Celebrate/ recognise Aboriginal and Torres Strait Islander dates of significance	<ul style="list-style-type: none"> Investigate other Aboriginal and Torres Strait Islander significant dates and celebrations in which Council can participate in partnership with the Aboriginal and Torres Strait Islander community and local community groups. 	November 2018	RAP Community Reference Group

3.3 Opportunities:

Action	Deliverable	Timeline	Responsibility
11. Promote Aboriginal and Torres Strait Islander employment	<ul style="list-style-type: none"> Capture baseline data on current Aboriginal and Torres Strait Islander staff to inform future employment. Include in all employment advertising a statement encouraging Aboriginal and Torres Strait Islanders peoples to apply 	May 2018 April 2018	Manager People and Performance, People and Performance Officer
12. Promote inclusion of Aboriginal and Torres Strait Islander suppliers	<ul style="list-style-type: none"> Identify and document types of purchases where there are mutual benefits of procurement from Aboriginal and Torres Strait Islander owned businesses 	August 2018	Community and Cultural Development Officer, Manager Strategic Project Delivery, Economic Development Officer
	<ul style="list-style-type: none"> Liaise with Indigenous businesses such as Dja Dja Wurrung Enterprises Pty Ltd to understand their capacity to deliver relevant services to Council 		Manager Strategic Project Delivery, Economic Development Officer
	<ul style="list-style-type: none"> Notify Indigenous businesses on relevant upcoming procurement opportunities 		Manager Strategic Project Delivery, Economic Development Officer
	<ul style="list-style-type: none"> Add Aboriginal and Torres Strait Islander evaluation criteria for relevant purchases in next Procurement Policy Review. 		Manager Finance and Information Technology
13. Provide incentives for community groups	<ul style="list-style-type: none"> Provide a community grants category for activities or 	July 2018	Community Services Project

RECONCILIATION ACTION PLAN

to engage with reconciliation within the Shire	resources that support reconciliation in the Shire		Support Officer
14. Engage with DDWCAC to investigate co-naming sites and increased Traditional Owner acknowledgement across the Shire	<ul style="list-style-type: none"> Liaise with DDWCAC to develop a list of potential sites for co-naming and locations to increase signage acknowledging the Traditional Owners of the Shire. 	November 2018	Major Projects Manager, Dja Dja Wurrung CEO
	<ul style="list-style-type: none"> Agree on processes for new projects and buildings to incorporate local Aboriginal words and artworks 		
15. Investigate opportunities to promote community dialogue on Aboriginal and Torres Strait Islander history in our Shire.	<ul style="list-style-type: none"> Hold community forums and information sharing sessions on Australia wide and Shire specific historic topics such as the 26 January. 	October 2018	RAP Community Reference Group, Community and Cultural Development Officer
	<ul style="list-style-type: none"> Investigate opportunities to incorporate Dja Dja Wurrung elements into Council's civic events. 		

Contact Details:

Hepburn Shire Council's
 Community and Cultural Development Officer
 03 5348 2306

**11.4. MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN 2017-2021
GENERAL MANAGER INFRASTRUCTURE**

In providing this advice to Council as the Environmental Health Officer, I Lisa Sparkes have no interests to disclose in this report.

PURPOSE

The purpose of this report is to recommend for Council to adopt the Municipal Public Health and Wellbeing Plan 2017-2021.

BACKGROUND

Development of the Municipal Public Health and Wellbeing Plan (MPHWP) is a statutory requirement under the Public Health and Wellbeing Act 2008.

The Act requires all government departments and levels of government in Victoria to be responsible for public health and wellbeing. This approach is necessary because the environment in which we live influences many of the factors that affect our health and wellbeing.

The way in which councils set out to achieve this is by developing and implementing a MPHWP. This plan must:

- Include an examination of data about health status and health determinants in the municipal district
- Identify goals and strategies based on available evidence for creating a local community in which people can achieve maximum health and wellbeing
- Provide for the involvement of people in the local community in the development, implementation and evaluation of the public health and wellbeing plan
- Specify how the council will work in partnership with the department and other agencies undertaking public health initiatives, projects and programs to accomplish the goals and strategies identified in the public health and wellbeing plan

ISSUE/DISCUSSION

This plan sets four priorities that will guide action over the next four years.

These priorities have been determined based on the review of health related data, community consultation and health partner consultation.

The four priority areas are as follows:

1. Healthy Eating and Active Living
2. Healthy and Safe Environments
3. Social Inclusion and Community Resilience

4. Preventing Family Violence

While these priorities are described separately, there are important relationships between many of the priorities, creating opportunities for action that will improve health and wellbeing in many areas. An example is increasing participation in sport and recreation which will contribute to reducing chronic disease risk factors, increasing social inclusion and building strong communities.

Strategies have been developed under each priority area to guide actions and identify outcomes.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Under Section 26 of the Public Health and Wellbeing Act 2008, Victorian Councils are required to prepare a Municipal Public Health and Wellbeing Plan within 12 months of the Council election. Council sought the approval of the Department of Health and Human Services to submit the plan by February 2018.

FINANCIAL IMPLICATIONS

There are no additional financial implications attached to the endorsement of the MPHWP by Council. All actions will be linked to existing council programs and services. It will draw on the actions of existing plans such as the Council Plan, Youth Strategy, Recreation and Open Space Strategy.

RISK IMPLICATIONS

There are no known risk implications attached to the endorsement of the MPHWP by Council.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Adopting the MPHWP is expected to have a positive environmental, social and economic impact. The Environments for Health Framework has been used in the development of this plan.

This framework highlights that health and wellbeing is affected by factors originating across any or all of four environmental dimensions. These dimensions are listed below with examples for each:

- Built Environment - place based approaches, living and working conditions, geographic isolation
- Social Environment - people centred approaches, social connection, gender equity, safe and resilient community
- Economic Environment - job security, supporting local economy
- Natural Environment - sustainable environments, climate change, biodiversity, healthy environments

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The MPHWP was released for public exhibition on 20 December 2017 for a period of twenty eight days. The MPHWP was made available on Councils' website, via social media and at all customer service centres. Members of the public were encouraged to provide feedback via Councils OurSay website or make a written submission.

Eight submissions were received via the OurSay website and have been considered.

The most common suggestion was in relation to an indoor pool. Specific information in relation to the location of the pool was not provided. The development of an indoor pool in Hepburn Shire is considered to be beyond the scope of this plan as a scoping and consultation project is currently underway.

Other common themes included improvements to marked walking trails and fixed outdoor gym equipment. These items are currently being considered as part of the 18/19 Budget and will be linked as an outcome of Priority One - Healthy Eating and Active Living.

The Draft MPHWP was also sent to health partners and other stakeholders for their consideration and feedback.

A number of responses were received congratulating council on developing an easy to read plan that includes relevant background information, local through to national context, clear direction and lots of opportunities for Council and partners to work together.

Women's Health Grampians provided a formal written submission with eight recommendations of which six have been adopted. The remaining two were deemed to be beyond the scope of this plan but may be considered in future health planning.

CONCLUSION

The Municipal Public Health and Wellbeing Plan sets out a clear framework for how council will meet its obligations under the Public Health and Wellbeing Act and it demonstrates Council's commitment to seek to protect, improve and promote public health and wellbeing within the municipal district.

OFFICER'S RECOMMENDATION

That Council:

11.4.1. Adopts the Municipal Public Health and Wellbeing Plan 2017-2021

11.4.2. Completes the Municipal Public Health and Wellbeing Action Plan to support the implementation of the MPHWP

MOTION

That Council:

11.4.1. *Adopts the Municipal Public Health and Wellbeing Plan 2017-2021*

11.4.2. *Completes the Municipal Public Health and Wellbeing Action Plan to support the implementation of the MPHWP*

Moved: Cr Fiona Robson

Seconded: Cr Don Henderson

Carried

ATTACHMENT 3 - MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN 2017
TO 2021 (ISSUED UNDER SEPARATE COVER)

11.5. PUBLIC ART PANEL RECOMMENDATION

GENERAL MANAGER COMMUNITY AND CORPORATE SERVICES

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

PURPOSE

The purpose of this report is for Council to consider the Public Art Panel's recommendation to appoint an artist for the Clunes Public Art Commission.

BACKGROUND

As part of Council's 2017-18 Public Art Program an expression of interest was advertised nationally from 20 October - 23 November 2017 for an artist to conceive and construct a new public artwork in Clunes. Three artists were short listed to develop their concepts for a permanent public artwork.

ISSUE/DISCUSSION

The table below provides a brief description of the concepts proposed by each short-listed artist.

Artist and Description:

Artist	Description of Concept
Joanne Mott	A land-based artwork, 12 metres in diameter crescent-shaped mound at skate park with interactive features via smart phone app.
Jessica Pinney	A land-based artwork consisting of landscaping leading into an enclosed structure or "hide" into which natural sounds are amplified near the creek walk.
Sam Songailo	A temporary LED light installation in the Pines park site.

The short-listed artists presented their developed concepts to the Public Art Panel. Following the presentations and in accordance with Council's Public Art Policy, the Public Art Panel assessed the concepts against the following selection criteria:

- Quality of the artwork proposed
- Artwork materiality and durability
- Safety and suitability
- Relevance to Hepburn Shire
- Represents value for use of public funds

Following this assessment and scoring by each panel member, the Public Art Panel recommended that Joanne Mott be awarded the Clunes Public Art Commission proposed at the Skate Park in Clunes. This was based on:

- The land art promotes activation and public engagement with the "under-utilised" skate park for young people, visitors and community members;
- The artwork is site-specifically oriented to promote contemplation of the historic mine site and social dialogue in the space itself;
- The Augmented Reality component represents value-added technology that can be used for education purposes well into the future; and
- "Lunaris" can be achieved within the projected time-frame and represents good value for public funds.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2017:2021:

Strategic Objective – Active & Engaged Communities

Key Strategic Activity:

3. Support and strengthen the resilience of the community through the delivery of actions in areas such as Youth, Libraries, Early Years, Community Planning, Arts & Culture, Events and Community Grants.

FINANCIAL IMPLICATIONS

The shortlisted artists received a \$1,000 fee and travel expenses to develop their design concept. The artist appointed by Council will receive \$30,000 to produce a permanent artwork. There is only minimal maintenance identified for Council in the future and the art work has a life span of over 20 years.

RISK IMPLICATIONS

Risks such as budget, delivery, safety and environmental impact have been identified and addressed by the recommended artist. The recommended artist has over 20 years' experience in delivery, has developed a detailed budget and there will be minimal site disturbance.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

The art piece will be socially engaging with potential economic benefits to the local community through increased visitation to the site.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The Public Art Panel met on site to identify the best location for the Commission. Council has appointed various community members to the Public Art Panel based on

their expertise to recommend an appropriate art piece against the advertised criteria. Expressions of Interest for Public Art Panel members were widely advertised.

CONCLUSION

Following a well-advertised Expression of Interest process, three artists were invited to develop an artistic concept with financial support from Council. These artists presented their developed concepts to the Public Art Panel. The Public Art Panel assessed these concepts and resolved to recommend that Joanne Mott be awarded the Clunes Public Art Commission.

OFFICER'S RECOMMENDATION

11.5.1. That Council awards the Clunes Public Art Commission to Joanne Mott at the Skate Park in Clunes.

MOTION

11.5.1. That Council awards the Clunes Public Art Commission to Joanne Mott at the Skate Park in Clunes.

Moved: Cr Neil Newitt

Seconded: Cr Sebastian Klein

Carried

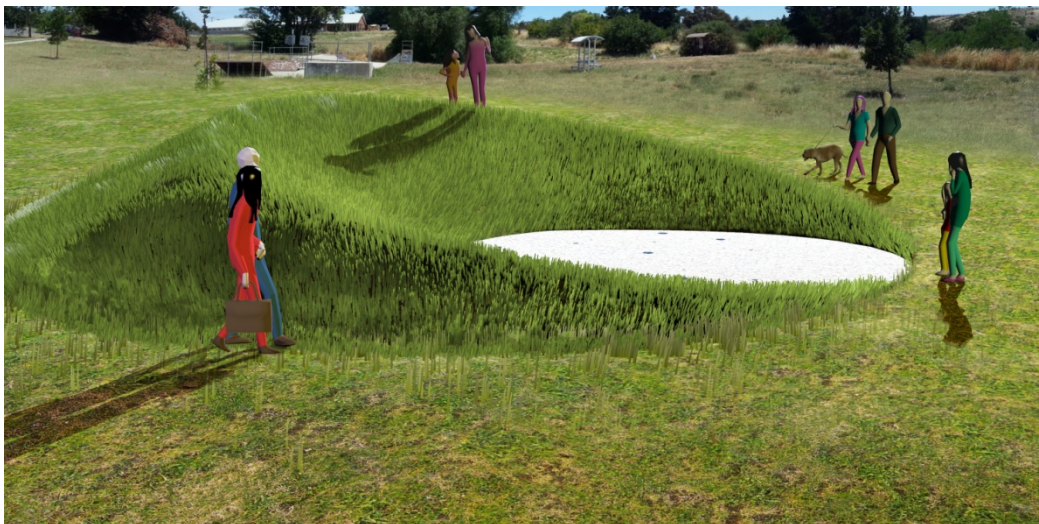
ATTACHMENT 4 - CLUNES PUBLIC ART COMMISSION - SHORT LISTED
CONCEPTS SUMMARY

CLUNES PUBLIC ART COMMISSION

SHORT LISTED ARTIST CONCEPTS SUMMARY

Artist: Joanne Mott

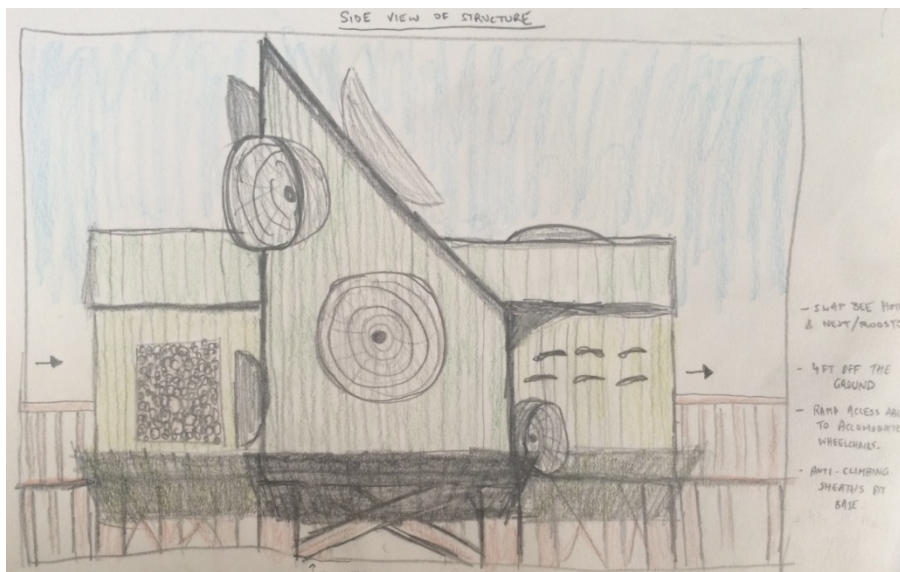
Summary: "Lunaris" is a land-based artwork proposed at the skate park in Clunes. Mott proposes a 12 metre in diameter crescent-shaped mound, covered in drought resistant, low maintenance grass opening to the north. The mound will hold a 6 metre enclosed quartz-encrusted circular pavement area. The mound is oriented towards the north, facing the historic Port Philip Gold Mine and aligned with the path of the moon. The circular area in the middle will be linked to an Augmented Reality (AR) phone and tablet application. The artwork is intended to activate the skate park and be a place to sit, dwell, socialise and contemplate.



► PUBLIC ART

Artist: Jessica Pinney

Summary: "Hide" is a sound and land-based artwork intended for visitors to experience the environment around them in a new way. The artwork is composed of a "hide," a small shed-like structure, where sound is intentionally amplified from the outside environment through ear trumpets, horns and parabolic dishes. The second component proposed is a large-scale replanting of the Ford park area that will lead visitors into the "Hide" structure. Plants will be indigenous to the creek area and promote open and enclosed spaces. The path into the structure will be directed by signposted questions asking visitors questions such as, what did you hear? What did you feel? What do the birds hear?



► PUBLIC ART

Artist: Sam Songailo

Summary: Songailo proposes a temporary LED light installation at the Pines park site. The LED works will be situated within the tree canopy and the lights will commence each day over the course of 1-3 months (or longer) at dusk. The richly decorated canopy of light will immerse viewers beneath in light, patterns and colour. Looking up, the work will resemble the inside of a theatre, temple, church or grand building. The artwork is intended to be a discovery and leave viewers in contemplation and awe.



Cr Greg May declared a conflict of interest and left the room at 8.17 pm due to an indirect interest – close association (under section 78). He is the Secretary of the Newlyn Community and Sporting Complex – Committee of Management of the Newlyn Recreation Reserve.

11.6. COMMUNITY GRANTS – FEBRUARY 2018

GENERAL MANAGER COMMUNITY AND CORPORATE SERVICES

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

PURPOSE

The purpose of this report is for Council to recommend the allocation of the 2017-2018 Community Grants Program for February 2018.

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 the following categories:

- Sustainable Environment and Vibrant Economy
- Active and Engaged Communities
- Quality Community Infrastructure (including small equipment)

ISSUE/DISCUSSION

A total of three applications were received for February.

Project Name	Community Organisation	Description	Total Project	Amount Requested
Bullarto Vintage Tractor Pull & Display	Bullarto Hall Committee	An annual event running for 24 years including vintage tractor pull, vehicle display, wood-chopping and shearing demonstrations, novelty events and more.	\$11,172	\$2,000
Four Seasons Fine Music Festival	Anglican Parish of Springmount	Growth of Festival with two additional concerts at St Matthew's Anglican Church in Newlyn	\$33,250	\$2,000
Replacement of Synthetic Cricket Pitch at Newlyn Recreation Reserve	Newlyn Cricket Club	New and safe synthetic turf to be laid.	\$4,741	\$1,000
Total				\$5,000

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:

- Description of the Project.
- What will the Project achieve and how will it be implemented?
- Risk Assessment
- Budget.

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

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2017-2021:

Strategic Objective:

Active & Engaged Communities

Key Strategic Activity:

3. Support the strength and resilience of the community through delivering actions in areas such as Youth, Libraries, Early Years, Community Planning, Arts and Culture, Events and Community Grants. Monitor emerging social issues impacting the community and demonstrate leadership in advocating to government and other agencies to support the community.

Action:

3.4 Continue to provide community grants to support community projects, events and initiatives.

FINANCIAL IMPLICATIONS

Council has allocated \$32,000 for Community Grants in the 2017-2018 budget. Following the December Community Grants allocation there is a funding balance of \$11,347 in the 2017-2018 Program.

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

The Community Grants Program supports 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 Community Grants Program was advertised through Council social media, community networks and on Council's webpage. Officers worked on a one on one basis with applicants.

CONCLUSION

The recommended projects support the objectives of the 2017-18 Community Grants Program.

OFFICER'S RECOMMENDATION

11.6.1. That Council awards the following applications from the 2017-18 Community Grants Program to:

Project Name	Community Organisation	Amount
Bullarto Vintage Tractor Pull & Display	Bullarto Hall Committee	\$2,000
Four Seasons Fine Music Festival	Anglican Parish of Springmount	\$2,000
Replacement of Synthetic Cricket Pitch at Newlyn Recreation Reserve	Newlyn Cricket Club	\$1,000

MOTION

11.6.1. *That Council awards the following applications from the 2017-18 Community Grants Program to:*

Project Name	Community Organisation	Amount
Bullarto Vintage Tractor Pull & Display	Bullarto Hall Committee	\$2,000
Four Seasons Fine Music Festival	Anglican Parish of Springmount	\$2,000
Replacement of Synthetic Cricket Pitch at Newlyn Recreation Reserve	Newlyn Cricket Club	\$1,000

Moved: Cr Don Henderson

Seconded: Cr Sebastian Klein

Carried

Cr May returned to the meeting at 8.20 pm

**11.7. COMMUNITY PLANNING IMPLEMENTATION FUND GRANT
RECOMMENDATIONS**

GENERAL MANAGER COMMUNITY AND CORPORATE SERVICES

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

PURPOSE

The purpose of this report is for Council to recommend that Council approve applications made to the Community Planning Implementation Fund for the 2017-2018 financial year.

BACKGROUND

The Community Planning Implementation Fund was expanded in the 2015-16 financial year with more available funds as a way to empower communities to realise priority projects nominated in community plans. This enables both large and small projects to be realised. Any Hepburn Shire community with a community plan is able to apply to the fund.

Previously an amount of \$5,000 was provided to each completed plan to implement a small priority.

Including the carry forward from 2016-17, the total funds available in 2017-18 are \$90,000.

ISSUE/DISCUSSION

In the 2017-18 Community Planning Implementation Fund grants program, seven applications were received to access these funds. Applications were received from:

- Friends of Smeaton;
- Clunes Neighbourhood House;
- Mollonghip Community Hall;
- Dean Hall and Mechanics Institute;
- Dean Recreation Reserve and Tennis Courts Special Committee

The seven projects are summarised below.

Organisation	Priority Project from Community Plan	Requested Grant
Friends of Smeaton	Develop a community park in Smeaton	\$10,000
Clunes Neighbourhood House	Support young people to form a Clunes Youth	\$16,536

Organisation	Priority Project from Community Plan	Requested Grant
	Council	
Mollongghip Community Hall (1)	Mollongghip Community Hall Rejuvenation and Improvement	\$20,000
Mollongghip Community Hall (2)	Mollongghip Community Hall Rejuvenation and Improvement	\$1,000
Dean Hall and Mechanics Institute (1)	Dean Community Hall Rejuvenation	\$18,680
Dean Hall and Mechanics Institute (2)	Dean Community Hall Rejuvenation	\$4,000
Dean Recreation Reserve and Tennis Courts Special Committee	Dean Recreation Reserve Improvements	\$15,292

A summary of each project is attached.

Following review and evaluation of the applications against set assessment criteria, it is recommended that all seven projects be funded.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2017:2021:

Strategic Objective – Active and Engaged Communities

Key Strategic Activity:

3.3. Review Community Planning Strategy and Policy and implement actions to support communities deliver their priorities.

FINANCIAL IMPLICATIONS

Council is able to fund all seven projects (total cost of \$85,508) within the \$90,000 in the 2017-18 Community Planning Implementation Fund budget.

RISK IMPLICATIONS

Community groups will be allocated funds and will be responsible for managing risk for each project. Each funded project will be subject to a funding agreement

outlining the terms and conditions of grants received, and will be required to provide an acquittal at project completion.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Each project will be implemented by the community organisation in order to provide community development and strengthening. Facility upgrades are proposed to promote access and use for the community and visitors through events and functions.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Expressions of interest were advertised and promoted through community networks from 1 December to 8 January 2018. The projects proposed are directly linked to their associated community plan. Extensive consultation, including surveys, information sessions and workshops, was undertaken in each community to develop the community plans.

CONCLUSION

All seven applications for funding under the Community Planning Implementation Fund are priority projects for the associated community plans. It is recommended that all seven of the projects are funded to assist community organisations realise priority projects in community plans.

OFFICER'S RECOMMENDATION

11.7.1. That Council approves the total allocation of \$85,508 of the Community Planning Implementation Fund to the following organisations to the support priority projects identified in community plans:

- *Mollonghip Hall – Refurbishment of supper room (\$20,000); drop blind installation (\$1,000)*
- *Dean Hall and Mechanics Institute – Installation of new floors (\$18,680); external door replacement (\$4,000)*
- *Clunes Neighbourhood House – Clunes Youth and Family project (\$16,536)*
- *Dean Recreation Reserve and Tennis Courts Special Committee – Construction of veranda (\$15,292)*
- *Friends of Smeaton – Triangle Block seating (\$10,000)*

MOTION

11.7.1. *That Council approves the total allocation of \$85,508 of the Community Planning Implementation Fund to the following organisations to the support priority projects identified in community plans:*

- *Mollonghip Hall – Refurbishment of supper room (\$20,000); drop blind installation (\$1,000)*
- *Dean Hall and Mechanics Institute – Installation of new floors (\$18,680); external door replacement (\$4,000)*
- *Clunes Neighbourhood House – Clunes Youth and Family project (\$16,536)*
- *Dean Recreation Reserve and Tennis Courts Special Committee – Construction of veranda (\$15,292)*
- *Friends of Smeaton – Triangle Block seating (\$10,000)*

Moved: Cr Greg May

Seconded: Cr Don Henderson

Carried

ATTACHMENT 5 - SUMMARY OF COMMUNITY PLANNING FUND
APPLICATIONS ROUND 1 2018

Clunes Neighbourhood House: ▶ Clunes Youth and Family Project

Requested Amount: \$16,536.00

Project Description:

- Strengthen capacity of Clunes to meet the needs of young people and families
- Establish a Youth Council

Why is the project needed?

- Lack of activities and support for young people in Clunes

What will be achieved?

- Provide skills, support and awareness for individuals, families to become safer and more supportive communities.

Implementation:

- Clunes Neighbourhood Council to lead initiative and engage Parent Council, Hepburn Health, Kindergarten Playgroup

Risk Management:

- Plan in place

Financial Notes:

- Significant in-kind support
- Outside funding also confirmed: DHHS

▶ Dean Community Hall: New Floors

Requested Amount: \$18,679

Project Description:

- Removal and replacement of existing floor in main hall

Why is the project needed?

- Floor rotted away in some parts; safety concerns of community and visitors

What will be achieved?

- Increase use of the hall by community for meetings, dinners and events
- Increased use for visitors for events and weddings, etc

Implementation:

- Volunteer assistance and professional installation of new floors

Risk Management:

- Plan in place

Financial Notes:

- In-kind support

Dean Community Hall: External Doors (non-priority)

Requested Amount: \$4,000

Project Description:

- Removal and replacement of existing external doors

Why is the project needed?

- To improve the security and safety of the hall; further activation for future uses

What will be achieved?

- Improve security, access and increase the use of the hall for larger scale events and draw more people to use hall

Implementation:

- Volunteer assistance and professional installation of new doors

Risk Management:

- Plan in place

Financial Notes:

- In-kind support

▶ Mollongghip Community Hall: Refurbish Supper Room

Requested Amount: \$20,000

Project Description:

- Replacing weatherboards, adding insulation, retaining windows and repainting supper room

Why is the project needed?

- Upgrading will weather-proof supper room to make more user friendly year round; increase use of hall

What will be achieved?

- Increase community and visitor participation at hall and enhance current events and gatherings

Implementation:

- Professional installation; event launch and extensive in-kind support from Hall committee

Risk Management:

- Plan in place

Financial Notes:

- Extensive in-kind support, cash contributions and other external funding to support project

Mollongghip Community Hall: ▶ Drop Blinds (non-priority)

Requested Amount: \$1,000

Project Description:

- Component to overall hall refurbishment; two drop blinds installed at entrance

Why is the project needed?

- Common southerly winds do not allow main entrance to be used and compromises the safety and comfort of users

What will be achieved?

- Provide comfort and safety for larger gatherings in main hall

Implementation:

- Professional installation by manufacturer

Risk Management:

- Plan in place

Financial Notes:

- Cash contribution from committee to support project

Dean Recreation Reserve: ▶ Veranda

Requested Amount: \$15,292

Project Description:

- Construction of a veranda on eastern side of pavilion

Why is the project needed?

- Veranda needed to shelter users and visitors from the elements during increasing number of events

What will be achieved?

- Create more user-friendly facility for community and user groups and better activate reserve for future uses

Implementation:

- Professional contractor to oversee and install veranda

Risk Management:

- Plan in place

Financial Notes:

- In-kind committee support

Friends of Smeaton: Triangle ▶ Block

Requested Amount: \$10,000

Implementation:

- Installed and promoted by committee

Project Description:

- Continued development of "Triangle Block" park – install Shire street furniture

Risk Management:

- Plan in place

Why is the project needed?

- Currently no seating or space to encourage use of park by community

What will be achieved?

- Installing furniture will increase community use of the park and provide comfort to visitors

Financial Notes:

- In-kind support and cash contribution from committee

**11.8. PROCUREMENT AUSTRALIA CONTRACT 1906/0625 - RETAIL ELECTRICITY,
NATURAL GAS & ASSOCIATED SERVICES
GENERAL MANAGER COMMUNITY AND CORPORATE SERVICES**

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

PURPOSE

The purpose of this report is for Council to consider engaging Procurement Australia for the tender 2016/0634 Retail Electricity, Natural Gas & Associated Services, and to commit to the resultant contract.

BACKGROUND

Hepburn Council is a member of Procurement Australia (PA), a third-party buying group which procures goods and services on behalf of groups of councils, the purpose of which is to use the combined buying power of the councils to extract the greatest cost savings for each participating council. Hepburn Council is currently a party to Procurement Australia contract 1906/0625 - Retail Electricity, Natural Gas & Associated Services which will expire 30 June 2018, but does contain an option to extend.

ISSUE/DISCUSSION

Keeping current market conditions front of mind, AGL, the current incumbent, and other retailers were invited by PA to submit pricing applicable for the two-year extension period of the existing contract. This was to benchmark the pricing submitted by the incumbent retailer. In addition, independent verification was conducted by an energy consulting firm to ensure that the offer was deemed fair value. Procurement Australia conducted member briefing sessions and webinar events and determined that the incumbent offer was not in the member's best interest to accept and therefore the current contract extension will not be exercised by Procurement Australia. In lieu of a contract extension, the decision was made to facilitate an open Request for Tender (RFT) in quarter one 2018 for electricity, gas and public lighting. To participate in the RFT, Council must engage Procurement Australia to act as tendering agent for Council, evaluate and award the tender and instruct the successful retailer or retailers to issue energy supply agreements to Council. The new contract features an option to select contract duration of 2 or 3 years at member discretion, outlined at commitment stage.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2017:2021:

Strategic Objective – High Performing Organisation

Key Strategic Activity:

13. Deliver sustainable financial management, supported by effective long term financial planning (10 Years), cost savings and efficient purchasing, and developing additional income streams beyond rates revenue.

FINANCIAL IMPLICATIONS

Council's 2017-18 budget for the supply of electricity and natural gas is approximately \$175,430 (ex GST). Participating in this Procurement Australia tender process will deliver best value for Council in its energy procurement.

RISK IMPLICATIONS

The ability to utilise combined buying power of the councils to extract the greatest cost savings for each participating council would be lost by not participating in group procurement arrangements. The selected preferred supplier may provide the best saving for all councils, but may not be the best deal for one or more individual councils due to their specific arrangements.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

None noted in this report.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The request for tender will be conducted by Procurement Australia with input by councils and statutory authorities into the development of the tender documentation and subsequent evaluation of tenders.

CONCLUSION

Following the decision of Procurement Australia not to exercise the option to extend Contract 1906/0625 - Retail Electricity, Natural Gas & Associated Services, it is recommended to engage Procurement Australia to tender and commit Council to the resultant contract 2106/0634 Retail Electricity, Natural Gas and Associated Services.

OFFICER'S RECOMMENDATION

That Council:

- 11.8.1 Agrees to authorise Procurement Australia to tender for Retail Electricity, Natural Gas and Associated Services on its behalf and to commit Council to the resultant contract
- 11.8.2 Authorises the Chief Executive Officer to sign a letter of engagement with Procurement Australia to tender and commit Council to the resultant contract 2106/0634 Retail Electricity, Natural Gas and Associated Services

11.8.3 Authorises the Chief Executive Officer and the Mayor to sign and seal the resultant contract documents.

MOTION

That Council:

11.8.1. *Agrees to authorise Procurement Australia to tender for Retail Electricity, Natural Gas and Associated Services on its behalf and to commit Council to the resultant contract*

11.8.2. *Authorises the Chief Executive Officer to sign a letter of engagement with Procurement Australia to tender and commit Council to the resultant contract 2106/0634 Retail Electricity, Natural Gas and Associated Services*

11.8.3. *Authorises the Chief Executive Officer and the Mayor to sign and seal the resultant contract documents.*

Moved: Cr Kate Redwood AM

Seconded: Cr Don Henderson

Carried

ATTACHMENT 6 - LETTER OF ENGAGEMENT PROCUREMENT AUSTRALIA

20 February 2018

Mr Joe Arena
Chief Executive Officer
Procurement Australia
Level 18, 461 Bourke Street
Melbourne, VIC 3000

Dear Joe,

**Re: Procurement Australia Tender and Resultant Contract:
2106/0634 Retail Electricity, Natural Gas and Associated Services**

Fixed term, fixed energy price per 12 month period methodology.

Duration: 2 or 3 year contract duration (at individual member determination) commencing 1st July 2018.

Thank you for providing us the opportunity to be included as a participant to Procurement Australia's tender for the above mentioned contract which encompasses electricity, natural gas, public lighting and solar feed in tariff requirements.

We acknowledge the financial and long term benefits delivered through volume and spend aggregation, and recognise the importance of providing Procurement Australia with our current spend and volume data to achieve the most competitive outcomes possible.

The purpose of a request for tender event for the above named contract will rely on committed volume from participating members for both the tender stage and the duration of the resultant contract.

In particular, Procurement Australia is requested and thus is authorised to:

- Act as a tendering agent for our organisation and invite tenders on our behalf in respect to the above contract.
- Obtain all required Site, Consumption and associated data (interval/meter data, retail agreements) pertaining to our organisation's current energy retailer(s) via this authority letter from third party providers. This information is to be used for tendering purposes only.
- Evaluate the tenders in accordance with the evaluation criteria and weightings.
- Award the tender on merit to a retailer or retailers within the defined tender acceptance time period consistent with how the energy sector works.
- Instruct the successful retailer or retailers to issue energy supply agreements to our organisation for execution by our organisation within the validity period determined by the tender process for the management of this aspect.
- Prepare an evaluation report for our organisation.
- Provide ongoing contract support during the contract duration.

This organisation also acknowledges and agrees with the following:

- Energy tenders and resultant contracts are considered committed volume events, not Standing Offers. As such, this organisation understands it has appointed Procurement Australia as its tendering agent for this tender process and resultant contract with the firm intention to execute Energy Supply Agreements with the successful energy retailer or retailers following the conclusion of the tender stage.
- It has not appointed Procurement Australia for the purpose of bid shopping, price seeking or any other benchmarking activity.
- By working in this way, we are focused on potential for greater financial benefits that arise from larger contract sizes, delivering better negotiating power and improved risk management.

Tender, Contract Duration & Category Participation:

Please tick the applicable energy categories your organisation is participating in for this tender and your preference for either a 2 or 3 year contract:

ALL categories (electricity, gas and public lighting)

OR (tick as applicable)

Electricity (Large sites)
Electricity (Small sites)
Natural Gas (Large sites)
Natural Gas (Small sites)
Public Lighting
Solar feed in tariff requirements

Selected Contract Duration:

2 Years
3 Years

I confirm that I have the authority within this organisation to appoint Procurement Australia to act as the sole agent and to commit our organisation to this committed volume tender and resultant contract

Yours sincerely,

Signature:	If you need further information please contact:
Printed Name: Aaron van Egmond	Contact Name: Trafford Thompson
Title: Chief Executive Officer	Telephone: 03 5321 6410
Organisation: Hepburn Shire Council	Email Address: tthompson@hepburn.vic.gov.au

**11.9. RECORD OF ASSEMBLIES OF COUNCILLORS
GENERAL MANAGER COMMUNITY AND CORPORATE SERVICES**

In providing this advice to Council as the Coordinator Governance and Information, I Katherine Toom 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, an 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
19 December 2017	Trentham Neighborhood Centre	Councillor / CEO Meeting
16 January 2018	Doug Lindsay Recreation Reserve	Councillor / CEO Meeting
16 January 2018	Doug Lindsay Recreation Reserve	Pre-Council Meeting Briefing

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Local Government Act 1989, Section 80A

FINANCIAL IMPLICATIONS

Nil

RISK IMPLICATIONS

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

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

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

COMMUNITY AND STAKEHOLDER ENGAGEMENT

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

CONCLUSION

Information provided for noting.

OFFICER'S RECOMMENDATION

11.9.1 That Council receives and notes the Records of Assemblies of Councillors for 19 December 2017 and the month of January 2018.

MOTION

11.9.1. That Council receives and notes the Records of Assemblies of Councillors for 19 December 2017 and the month of January 2018.

Moved: Cr Kate Redwood AM

Seconded: Cr Neil Newitt

Carried

ATTACHMENT 7 - 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 COMMUNITY AND CORPORATE SERVICES

In providing this advice to Council as the Coordinator Governance and Information, I Katherine Toom 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:

- Lee Medlyn Home of Bottles Special Committee – 18-12-2017
- Dean Recreation Reserve and Tennis Courts Special Committee – 2-11-2017
- Lyonville Hall Special Committee - 16-1-2018

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:

- *Lee Medlyn Home of Bottles Special Committee – 18-12-2017*
- *Dean Recreation Reserve and Tennis Courts Special Committee – 2-11-2017*
- *Lyonville Hall Special Committee - 16-1-2018*

MOTION

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

- *Lee Medlyn Home of Bottles Special Committee – 18-12-2017*
- *Dean Recreation Reserve and Tennis Courts Special Committee – 2-11-2017*
- *Lyonville Hall Special Committee - 16-1-2018*

Moved: Cr Greg May

Seconded: Cr Neil Newitt

Carried

13. COUNCIL ADVISORY COMMITTEES

13.1. MINUTES OF ADVISORY COMMITTEES GENERAL MANAGER COMMUNITY AND CORPORATE SERVICES

In providing this advice to Council as the Coordinator Governance and Information, I Katherine Toom 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:

- International Women's Day Advisory Committee – 1-2-2018

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:

- International Women's Day Advisory Committee – 1-2-2018

MOTION

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

- International Women's Day Advisory Committee – 1-2-2018

Moved: Cr Don Henderson

Seconded: Cr Neil Newitt

Carried

14. CONFIDENTIAL ITEMS

14.1. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

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

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

RECOMMENDATION

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

- 89(2)(d) Contractual matters;
 - Proposed New Lease to NBN Co Limited – Daylesford Depot, 158 Daylesford-Trentham Road, Daylesford – Telecommunications Facility
- 89(2)(h) any other matter which the Council or special committee considers would prejudice the Council or any person;
 - Heather Mutimer Women’s Honour Roll Inductees - 2018

MOTION

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

- *89(2)(d) Contractual matters;*
 - *Proposed New Lease to NBN Co Limited – Daylesford Depot, 158 Daylesford-Trentham Road, Daylesford – Telecommunications Facility*
- *89(2)(h) any other matter which the Council or special committee considers would prejudice the Council or any person;*
 - *Heather Mutimer Women’s Honour Roll Inductees - 2018*

Moved: Cr Kate Redwood AM

Seconded: Cr Don Henderson

Carried

Meeting closed to the public at 8.34 pm

15. REOPENING OF MEETING TO PUBLIC

RECOMMENDATION

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

MOTION

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

Moved: Cr Don Henderson

Seconded: Cr Kate Redwood AM

Carried

The meeting was reopened at 8.41 pm

16. CLOSE OF MEETING

Closed at 8.41 pm
