

**ATTACHMENT 19 - RECORDS OF ASSEMBLIES OF COUNCILLORS –
MAY 2013
(Issued Under Separate Cover)**

RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: *Creswick Flood Event Funding*

Date: *7/5/13*

Time: *9.45*

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

Councillors present:

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

Members of Council Staff present:

- | | |
|---|---|
| <input type="checkbox"/> CEO Aaron van Egmond | <input type="checkbox"/> GM Infrastructure Bruce Lucas |
| <input type="checkbox"/> GM Corporate Services Evan King | <input type="checkbox"/> GM Sustainable Development Barry Green |
| <input type="checkbox"/> GM Community Services Kathleen Brannigan | <input checked="" type="checkbox"/> Other, please specify:
<i>Adam M'Swan</i>
<i>Rebecca Pedretti</i> |

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned
<i>Cr Greg May</i>	<i>10.35 - 10.40</i>
<i>Cr Don Henderson</i>	<i>10.30 - 10.35</i>

Matters Considered: *Applications for \$18,000 flood funding*

Agenda Attached

Name and title of Officer responsible for this written record:

- | | |
|---|--|
| <input type="checkbox"/> CEO Aaron van Egmond | <input type="checkbox"/> GM Infrastructure Bruce Lucas |
| <input type="checkbox"/> GM Corporate Services Evan King | <input type="checkbox"/> GM Sustainable Development Barry Green |
| <input type="checkbox"/> GM Community Services Kathleen Brannigan | <input checked="" type="checkbox"/> Other, please specify:
<i>Adam M'Swan</i> |

Signature: *[Signature]*

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



Hepburn Shire Council

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor DON HENDERSON hereby disclose
a conflict of interest in the following matter: FUNDING ASSESSMENT

This matter is being considered at a meeting of Council/ Special Committee or Assembly of Councillors

(Insert name of any Special Committee)
on ASSEMBLY OF COUNCILLORS

The class of the interest is (tick as appropriate):

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

The following is the type of indirect interest:

- indirect interest by close association (section 78)
- indirect financial interest (section 78A)
- indirect interest because of conflicting duty (section 78B)
- indirect interest because of receipt of gift(s) (section 78C)
- indirect interest through civil proceedings (section 78D)

[NB all references to sections are references to sections in the *Local Government Act 1989*].

The nature of the interest is as follows:

MEMBER OF CRESWICK RAILWAY
WORKSHOPS ASS. F. VEGETIVE

Print Name: DON HENDERSON
Signed: [Signature]
Date: 7/5/2013



Hepburn Shire Council

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor GREG MAY hereby disclose a conflict of interest in the following matter: FUNDING ASSESSMENT

This matter is being considered at a meeting of Council/ Special Committee or Assembly of Councillors

ASSEMBLY OF COUNCILLORS
(Insert name of any Special Committee)
on 7/5/2013

The class of the interest is (tick as appropriate):

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

The following is the type of indirect interest:

- indirect interest by close association (section 78)
- indirect financial interest (section 78A) OR
- indirect interest because of conflicting duty (section 78B) OR
- indirect interest because of receipt of gift(s) (section 78C) OR
- indirect interest through civil proceedings (section 78D)

[NB all references to sections are references to sections in the *Local Government Act 1989*].

The nature of the interest is as follows:

COMMITTEE MEMBERS OF ANDERSON'S MILL FESTIVAL COMMITTEE

Print Name: GREG MAY
Signed: [Signature]
Date: 7/5/2013



RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: BRIEFING

Date: 7 MAY 2013

Time: 11-00

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

Councillors present:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Cr Pierre Niclas (12-30) | <input checked="" type="checkbox"/> Cr Don Henderson |
| <input checked="" type="checkbox"/> Cr Kate Redwood | <input checked="" type="checkbox"/> Cr Greg May |
| <input checked="" type="checkbox"/> Cr Neil Newitt | <input checked="" type="checkbox"/> Cr Bill McClenaghan |
| <input checked="" type="checkbox"/> Cr Sebastian Klein | |

Members of Council Staff present:

- | | |
|--|---|
| <input type="checkbox"/> CEO Aaron van Egmond | <input checked="" type="checkbox"/> GM Infrastructure Bruce Lucas |
| <input checked="" type="checkbox"/> GM Corporate Services Evan King | <input type="checkbox"/> GM Sustainable Development Barry Green |
| <input checked="" type="checkbox"/> GM Community Services Kathleen Brannigan | <input checked="" type="checkbox"/> Other, please specify: |

SCOTT KEOR FLOOD OFFICE JANE BARCIAT JUSTINO FLORES ALAN TODD

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned
Ce Klein - item 4	Left 1-50 Returned 1-53

Matters Considered:

Agenda Attached

Name and title of Officer responsible for this written record:

- | | |
|---|---|
| <input type="checkbox"/> CEO Aaron van Egmond | <input type="checkbox"/> GM Infrastructure Bruce Lucas |
| <input checked="" type="checkbox"/> GM Corporate Services Evan King | <input type="checkbox"/> GM Sustainable Development Barry Green |
| <input type="checkbox"/> GM Community Services Kathleen Brannigan | <input type="checkbox"/> Other, please specify: |

Signature: Evan King

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

Councillor Briefing Agenda
Tuesday 7 May 2013



Tuesday, 7 May 2013 11:00 am		Council Chamber Daylesford Town Hall	
Chair	Mayor	Cr Bill McClenaghan	
Attendees	Councillors	Cr Pierre Niclas, Cr Kate Redwood, Cr Neil Newitt, Cr Sebastian Klein, Cr Don Henderson, Cr Greg May	
	Officers	Chief Executive Officer, General Manager Corporate Services, General Manager Infrastructure, General Manager Community Services and other officers as required	
Apologies			

Time		Title	Action Officer	
1.	11:00 am	Verbal Presentation & Report Home & Community Care Program - Active Service Model	General Manager Community Services Manager Aged & Disability Services	Page 3
2.	11:30 am	Verbal Presentation Proposed Pedestrian Safety Treatment - Bleakley Street Bridge	General Manager Infrastructure Senior Project Engineer	Page 5
3.	12:00 pm	Verbal Presentation Creswick Bowling Club Project – Review of Options	GM Infrastructure Manager Flood Office	Page 6
	12:30 pm	Lunch Break		
4.	1:00 pm	Verbal Presentation & Report Hepburn Shire Council Youth Development	General Manager Community Services Youth Development Coordinator	Page 7
5.	1:30 pm	Verbal Presentation Doug Lindsay Facility – Management & Occupancy	General Manager Community Services	Page 8

Councillor Briefing Agenda
Tuesday 7 May 2013



6.	2:00 pm	Report	Creswick Municipal Band Lease	General Manager Community Services Manager Community Development	Page 9
7.	2:30 pm	Report	Hepburn Mineral Springs Reserve Pavilion & Kiosk – Lease Renewal	General Manager Corporate Services Manager Risk & Property	Page 11 Page 13 Page 15 Page 17
			Attachment 1 Attachment 2 Attachment 3		
8.	3:00 pm	Report	Daylesford Victoria Caravan Park – New Crown Land Lease	General Manager Corporate Services Manager Risk & Property Property Officer	Page 19 Page 22 Page 64
			Attachment 4 Attachment 5		
9.	3:30 pm	Verbal Presentation	Delegated Planning Committee Applications	Chief Executive Officer Manager Planning	Page 67
10.	4:00 pm	Informal Discussion	Planning Update	Chief Executive Officer Manager Planning	Page 68
11.	4:30 pm		Close of Meeting		Page 69



Hepburn Shire Council

DISCLOSURE OF CONFLICT OF INTEREST

I, Councillor Sebastian Klein hereby disclose
a conflict of interest in the following matter: Youth Program Briefing - Particularly
one in reference to my posn. w/ DNE of Youth
Extension Coordinator

This matter is being considered at a meeting of Council/ Special Committee or Assembly of Councillors.

Briefing
(insert name of any Special Committee)
on 7-5-13

The class of the interest is (tick as appropriate):

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

The following is the type of indirect interest:

- indirect interest by close association (section 78)
- indirect financial interest (section 78A) OR
- indirect interest because of conflicting duty (section 78B) OR
- indirect interest because of receipt of gift(s) (section 78C) OR
- indirect interest through civil proceedings (section 78D)

[NB all references to sections are references to sections in the *Local Government Act 1989*].

The nature of the interest is as follows:

See above.

Print Name: SEBASTIAN KLEIN
Signed: [Signature]
Date: 7-5-13

RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: Briefing Meeting
Date: 14 MAY 2013
Time: 10-00am

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

Councillors present:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Cr Pierre Niclas | <input checked="" type="checkbox"/> Cr Don Henderson |
| <input checked="" type="checkbox"/> Cr Kate Redwood | <input checked="" type="checkbox"/> Cr Greg May |
| <input checked="" type="checkbox"/> Cr Neil Newitt | <input checked="" type="checkbox"/> Cr Bill McClenaghan |
| <input checked="" type="checkbox"/> Cr Sebastian Klein (10-40) | |

Members of Council Staff present:

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

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned

Matters Considered:

Agenda Attached

Name and title of Officer responsible for this written record:

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

Signature: Evan King

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

Confidential
Councillor Briefing Agenda
Tuesday 14 May 2013



Tuesday, 14 May 2013 10:00 am		Council Chamber Daylesford Town Hall	
Chair	Mayor	Cr Bill McClenaghan	
Attendees	Councillors	Cr Pierre Niclas, Cr Kate Redwood, Cr Neil Newitt, Cr Sebastian Klein, Cr Don Henderson, Cr Greg May	
	Officers	Chief Executive Officer, General Manager Corporate Services, General Manager Community Services, General Manager Infrastructure and other officers as required	
Apologies			

Time		Title	Action Officer	
1.	10:00 am	External Presentation Bio-energy from Waste Feasibility Study	Sustainability Officer Pitt & Sherry Consultants	Page 3
2.	10:30 am	Report Council Delegations Attachment 1 Attachment 2	General Manager Corporate Services	Page 4 Page 7 Page 12
3.	11:30 am	Report Drainage of Land 23 Albert Street, Creswick – Davies and Rose Rural and Hardware Supplies Premises Attachment 3	General Manager Infrastructure & Manager Assets and Engineering Services	Page 89 Page 91
4.	12:00 pm	Report Creswick and District Motorcycle Club Inc – Licence Renewal Attachment 4	General Manager Corporate Services Manager Risk and Property, Property Officer	Page 92 Page 94
	12:30 pm	Lunch Break		

Confidential
Councillor Briefing Agenda
Tuesday 14 May 2013



Time		Title	Action Officer	
5.	1:00 pm	External Presentation Lessons from Creswick 2037: Visions of Resilience	Che Biggs, University of Melbourne	Page 103
6.	1:30 pm	Verbal Presentation Draft Access and Inclusion Plan	General Manager Community Services	Page 105
7.	2:30 pm	Report Acquisition of Timber Sculpture 'The Bridge'	General Manager Community Services & Manager Community Development	Page 106
8.	3:00 pm	Report Dean Recreation Reserve and Tennis Courts Special Committee	General Manager Corporate Services & Manager Risk and Property	Page 109
9.	3.30 pm	Report & Presentation Boathouse Cafe Rebuilding Draft Plan	General Manager Corporate Services & Manager Risk and Property	Page 111
10	4:00pm	External Presentation Lindsay Arts Trail Design	General Manager Community Services & Artscape	Page 113
11.	4.45 pm	CLOSE OF MEETING		Page 114
	5 00 pm	DELEGATED PLANNING COMMITTEE		



RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: Councillor/CEO Meeting

Date: Tues 21 May 2013

Time: 2:00 pm

- Venue:** Council Chamber Daylesford
 Senior Citizens Centre Daylesford
 Other (specify) Hepburn Health Service – Clunes Campus

Councillors present:

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

Members of Council Staff present:

- | | |
|---|---|
| <input checked="" type="checkbox"/> CEO Aaron van Egmond | <input type="checkbox"/> GM Infrastructure Bruce Lucas |
| <input type="checkbox"/> GM Corporate Services Evan King | <input type="checkbox"/> GM Sustainable Development Barry Green |
| <input type="checkbox"/> GM Community Services Kathleen Brannigan | <input type="checkbox"/> Other, please specify: |

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned

Matters Considered:

Agenda Attached

Name and title of Officer responsible for this written record:

- | | |
|---|---|
| <input checked="" type="checkbox"/> CEO Aaron van Egmond | <input type="checkbox"/> GM Infrastructure Bruce Lucas |
| <input type="checkbox"/> GM Corporate Services Evan King | <input type="checkbox"/> GM Sustainable Development Barry Green |
| <input type="checkbox"/> GM Community Services Kathleen Brannigan | <input type="checkbox"/> Other, please specify: |

Signature: 

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

**AGENDA
COUNCILLOR/CEO MEETING**

Tuesday 21 May 2013 Commencing 2:00 pm		Hepburn Health Service (Clunes Campus) 69 Fraser Street, Clunes	
Chair:	Mayor	Councillor Bill McClenaghan	
Attendees:	Councillors	Pierre Niclas, Kate Redwood, Neil Newitt, Sebastian Klein, Don Henderson, Greg May	
Apologies:			
	Officers	CEO, Aaron van Egmond	
AGENDA – COUNCILLOR ONLY TIME			
12:30 pm		Councillors Only	
2:00 pm			
1.	Creswick Events – funding allocation	CEO	
2.	Vic Park Daylesford Community Facility – plan for way forward	CEO/Cr Kate Redwood	
3.	Relocation of Stanbridge Jinker to Daylesford Visitor Information Centre	Cr Kate Redwood/ Cr Pierre Niclas	
4.	Speed restrictions in townships and how Council deals with requests for alterations	Cr Greg May	
5.	Garbage collection in townships outside the current collection areas	Cr Greg May	
6.	An article in <i>The Weekly Times</i> – 1 May 2013 – new land clearance rules being introduced by the Dept of Environment and Primary Industries and how they might impact landowners in our Shire	Cr Greg May	
7.	Some Shire facilities listed on cleaning contracts as being cleaned twice weekly	Cr Greg May	
8.	Regional Growth Plan	CEO	
9.	Voluntary levy – Constitutional recognition ‘Yes’ campaign	CEO	
10.	CEO Annual Performance Review – Process	CEO	
11.	Councillor Code of Conduct	CEO	
3:30pm	Discussion – Council Meeting Agenda 21 May 2013	Councillors and Officers	
5:00 pm	Meal Break		
6:00 pm	Council Meeting – Clunes		

RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: PRE COUNCIL MEETING

Date: 2/5/13

Time: 3-30

Venue: Council Chamber Daylesford
 Senior Citizens Centre Daylesford
 Other (specify) CLONES - HEPBURN HEALTH SERVICE

Councillors present:

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

Members of Council Staff present:

- | | |
|--|---|
| <input checked="" type="checkbox"/> CEO Aaron van Egmond | <input type="checkbox"/> GM Infrastructure Bruce Lucas |
| <input checked="" type="checkbox"/> GM Corporate Services Evan King | <input checked="" type="checkbox"/> Other, please specify:
RICHARD RUSSELL
GRANT SCHOSTER |
| <input checked="" type="checkbox"/> GM Community Services Kathleen Brannigan | |

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned

Matters Considered:

Agenda Attached

Name and title of Officer responsible for this written record:

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

Signature: Evan King

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



RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: Hepburn Mineral Springs Advisory Committee

Date: 23 May 2013

Time: 5.00pm – 6.30pm

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

Councillors present:

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

Members of Council Staff present:

- CEO, Aaron van Egmond
- GM Corporate Services, Evan King
- GM Community Services, Kathleen Brannigan
- GM Sustainable Development, Barry Green
- GM Infrastructure, Bruce Lucas
- Other, please specify: Sue Howard, James Lowe

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned

Matters Considered:

Agenda Attached

Name and title of Officer responsible for this written record:

- CEO Aaron van Egmond
- GM Corporate Services, Evan King
- GM Community Services, Kathleen Brannigan
- GM Infrastructure Bruce Lucas
- GM Sustainable Development, Barry Green
- Other, please specify: Sue Howard

Signature:

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



HEPBURN MINERAL SPRINGS RESERVE ADVISORY COMMITTEE MEETING NO 22

Thursday 23 May 2013
Council Chambers - 5.00pm to 7.00pm

AGENDA

Attendees: Cr Pierre Niclas, Sue Howard, Jenny Beacham, Gary Lawrence, John Webster, Bill Guest, James Lowe, Petrus Spronk
Apologies: Bruce Lucas

Item No.	Time	Agenda Item	Presenter
1	5.00pm	Welcome & Apologies	Pierre Niclas
2	5.05pm	Adoption of Minutes Meeting 21 – 21 March 2013	Pierre Niclas
3	5.10pm	Action Items from previous minutes	Pierre Niclas
4	5.20pm	General Report - Maintenance Projects	James Lowe
5	5.30pm	Photos / Issues for Discussion	Bill / Gary
6	5.45pm	Report – Update on Flood Recovery Works	Sue Howard
7	6.00pm	Update Old Caretakers Cottage EOI	Sue Howard
8	6.15pm	Update on Hepburn Pool	Sue Howard
9	6.30pm	Sound Shell Repairs	Sue Howard
10	6.35pm	The Reserve 150 th Anniversary – A Major Project	Bill Guest
11	6.50pm	General Business	All
	7.00pm	CLOSE	

Next Meeting: Thursday 25 July 2013 – Council Chambers



RECORD OF ASSEMBLY OF COUNCILLORS

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

Title of Meeting: SUBMISSION REVIEW

Date: 28/5/13

Time: 1-05pm

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

Councillors present:

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

Members of Council Staff present:

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

Conflict of Interest Disclosures:

Councillor Name	Time Left and Returned

Matters Considered:

Agenda Attached

Name and title of Officer responsible for this written record:

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

Signature: Evan King

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