

Hepburn

SHIRE COUNCIL

HEPBURN SHIRE COUNCIL ORDINARY MEETING OF COUNCIL MINUTES

TUESDAY 17 JANUARY 2017

MULTI USE FACILITY, VICTORIA PARK

BALLAN-DAYLESFORD RD

DAYLESFORD

6:00PM

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Confirmed at the Ordinary Meeting of Council
held on Tuesday 21 February 2017



Chair, Mayor Cr Sebastian Klein

MINUTES

TUESDAY 17 JANUARY 2017

Multi Purpose Facility, Victoria Park
Ballan-Daylesford Road, Daylesford
Commencing 6:00PM

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KATHLEEN BRANNIGAN
ACTING CHIEF EXECUTIVE OFFICER
17 JANUARY 2017

1. **ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

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

IN ATTENDANCE: KATHLEEN BRANNIGAN ACTING CHIEF EXECUTIVE OFFICER, BRUCE LUCAS GENERAL MANAGER INFRASTRUCTURE, GRANT SCHUSTER GENERAL MANAGER CORPORATE SERVICES, ALEX DALGLEISH 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

Aaron van Egmond – Chief Executive Officer

4. DECLARATIONS OF CONFLICTS OF INTEREST

Nil

5. CONFIRMATION OF MINUTES

RECOMMENDATION

- 5.1. That the Minutes of the Ordinary Meeting of Council held on 20 December 2017 (as previously circulated to Councillors) be confirmed as required under Section 93 (2) of the Local Government Act 1989.

MOTION

- 5.1. *That the Minutes of the Ordinary Meeting of Council held on 20 December 2017 (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 John Cottrell

Carried

6. NOTICES OF MOTION

Nil

7. ITEMS OF URGENT BUSINESS

Nil

8. PRESENTATION OF COUNCILLOR REPORTS

MAYOR'S REPORT

Councillor Sebastian Klein, Coliban Ward

I suspect that this will be the briefest Mayoral report for the year! With a Council meeting just days before the Christmas period and some welcome time with family in the interim. For once it has been a Christmas season where fire risk has not been front and centre of our minds, however, Council's team has been at large engaging in fire fuel compliance and fuel reduction.

Also at large is a range of flood and rain damaged public assets which don't fall under National Disaster Recovery Relief Arrangements which our officers have assessed and are actively lobbying for funding elsewhere.

The wild weather of recent months has also reminded us of the dangers of diseased and unstable trees. Following a coroner's report on a tragic public death in Bendigo from a tree-fall, there has been increasing expectation that councils take a greater effort to understand and reduce risk.

As a consequence of these efforts and numerous representations from the cooperative at Lake Jubilee, Council has been alerted recently to a significant number of trees requiring felling at Lake Jubilee Caravan Park. Unfortunately, once Council became aware of this issue we are compelled to act on it. Unfortunate not just because it means we have had to commence significant tree control works, but also because these works fell over the Christmas period, which is so important to the Caravan Park and visitors.

Commendation must go to officers for their intensive communications efforts to ensure that the community is aware of the works and why they are required.

I have also attended the following meetings -

- Public art panel meeting
- Trentham Life Activities Club meeting
- CEO and Mayor's Catch up

COUNCILLOR REPORTS

Councillor Greg May, Creswick Ward

No report this month

Councillor Fiona Robson, Birch Ward

No report this month

Councillor John Cottrell, Holcombe Ward

Following the Christmas/New Year break my principal activity has been seeking out constituents to discuss possible initiatives for development in the 2017-21 Council Plan, and 2017-18 budget.

Councillor Neil Newitt, Cameron Ward

No report this month

Councillor Kate Redwood AM, Birch Ward

The events of this month have been overshadowed by the unexpected death of Bernie Jurcan, the much loved president of the Daylesford Football Netball Club, and also the proprietor of the successful and ever expanding Istra Smallgoods business - a family business set up by his parents.

Bernie and his wife Ruth were the backbone of the football netball club. Their warmth and enthusiasm and hard work drew in others like a magnet. It was hardly surprising that last Tuesday evening when the club's committee invited those associated with the club to come together at Vic Park for an informal gathering to support each other in the shock of Bernie's death, that about 150 of those closely associated with the Daylesford Football Netball Club turned up. It was a sombre occasion, with lots of tears shed and lots of hugs. Daylesford has always been more concerned about family and community than flags, and so most of those present had known each other, known the families, for decades.

During Bernie's time as president there were two big achievements - firstly the bringing together of the Juniors club with the Senior club as one organisation, so that there was a stronger family atmosphere and better integration of training and coaching and graduation from age levels. Coffee overtook beer as the drink of choice.

Secondly, the harmonious rebuilding of the community facility at Vic Park. OK so state government and council played their roles, but on the ground Bernie brought people along, whether it was the Daylesford Agricultural Show committee, the soccer players, the dog walkers, the Highland Gathering, and of course old and young, players and supporters, of the Daylesford Football Netball Club. You may remember Bernie spoke at the opening of the new community facility at Vic Park last April. Now

public speaking wasn't his forte and I don't remember what he said, but there was lots of clapping and cheering because people loved Bernie.

I last spoke to Bernie a couple of weeks ago. It was about the tiles that record financial contributors to the Vic Park community facility. I pointed out that a number of people were missing and that some names had been wrongly spelt. Bernie responded as he would - bloody hell how did we get that wrong! We can fix it! Easy, we can get some more tiles made and re-lay some. It'll only take a couple of weeks!

I'll miss you Bernie, but so will the entire Daylesford community.

The funeral is at St Peters tomorrow at 1.00pm

Other items of report will be held over until next month.

Councillor Don Henderson, Creswick Ward

Very little of note to report.

Creswick has become a go to place for families wanting to cool off. Visitors from all over the shire are coming to the new splash park along with people from interstate on holidays. One woman has asked us for information to see if one can be built in the Baw Baw Shire. Ballarat people report that our park is the best around the area.

Other areas were packed also with Calembreen full and St Georges lake had up to 180 cars on the hot days. Both of these swimming holes are left over from mining days.

Unfortunately some criminal damage has happened to trees along Luttet St and Lindsay park with the trees being sawn off. Some call it vandalism but is premeditated and intentional and therefore criminal behaviour

Cr Klein noted that Council acknowledges the hole left in the community and in the hearts of Daylesford and of the wider community by the passing of Bernie Jurcan.

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 Kate Redwood AM

Seconded: Cr Greg May

Carried

9. PUBLIC PARTICIPATION TIME

This part of the Ordinary Meeting of Council allows for the tabling of petitions by Councillors and Officers and 30 minutes for the purpose of:

Responding to questions that have been submitted by members of the community.

Allowing members of the community to address Council.

Community members are invited to submit written questions to the Chief Executive Officer by 12 noon on the day of the Council Meeting. If you wish to address Council you must provide a brief synopsis of your address in writing to the Chief Executive Officer by 12 noon on the day of the Council Meeting.

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

9.1. PETITIONS

Nil

9.2. QUESTIONS

Question 1 – Bill McClenaghan

On Monday 16 Jan 17, Council conducted works in the Hepburn Mineral Springs Reserve along a vehicle accessible track from the end of Eleventh Street to a stepped concrete walking track and pedestrian bridge leading to the Bathhouse and the former caretaker's cottage. The works were performed by a tracked excavator with a grooming head attachment and resulted in the "chopping up" of many exotic poplar trees and their suckers along this track, particularly down a very steep grade into the creek gully. Part of the steel safety fence overlooking this steep drop is missing and some old tunnel and shaft mine workings have been more exposed on the uphill section of the track. All trees, suckers and scrub so "groomed" now form a tangled mass of chopped up material that will dry out in situ and present an even greater fire hazard than green growing poplar trees. Two photographs have been sent to demonstrate the results of these works.

Council has created an ugly mess in this gully that forms part of its signature mineral springs reserve in Hepburn Springs without any appreciable reduction in local fire hazard or greater community safety. Locals are furious and consider the work done to be nothing more than environmental vandalism. The works do not conform to Council's published standards for land over one acre under "Fire Prevention -

Making Hepburn Shire Fire Ready" wherein key requirements are to create a 20 metre fuel reduced zone (mineral earth or slashed firebreak) around buildings and a 10 metre reduced fuel zone along all external boundaries. As stated, all drying overgrowth is still there, on a steep slope and unlikely to be removed. The works appear to be purely tokenistic to indicate that Council has in fact "done something" towards fire hazard reduction in this reserve when the results are quite the opposite and real hazards like nearby blackberry infestation behind a guest house have not been touched.

Council stated in November 2016 that it has been "working with the CFA over a period of time to complete an assessment of the Crown Land Parcels under Council's management" which is "achieved through maintaining fire breaks, vegetation management, community messaging and reviewing facility operations and works programs over the summer period"

When were these grooming works beside this track identified as priority fire hazard reduction works and/or why was this particular small section of the reserve so targeted?

Answered by the Chair Mayor Sebastian Klein

Council has been discussing with the CFA what additional fuel reduction works may benefit the Hepburn community for several months. In late December, we confirmed the current works at the Hepburn Mineral Springs Reserve on site with CFA, Parks Victoria and DELWP's fire management officers. These works were confirmed at this meeting as having a positive impact to reduce fire risk.

The location was selected based on it creating a fire break on part of the West reserve boundary. These works were considered to compliment past and future works by other agencies in the surrounding area, and respond to ongoing concerns from property owners.

The proposal to complete works was communicated to one concerned resident in late December.

Question 2 – Bill McClenaghan

Considering the absence of any "community messaging" regarding yesterday's untidy and destructive works, are any more similar works planned for the same Reserve and if so, where and when ?

Answered by the Chair Mayor Sebastian Klein

Some further minor works will be undertaken in the same location to follow up after the initial mechanical works yesterday. These are intended to reduce the visual impact and severity of the original works undertaken.

No further major works are proposed in the Hepburn Mineral Springs Reserve in the current year related to fuel reduction work. However, there are works proposed to upgrade paths, landscaping and signage in the reserve. The community consultation sessions are being scheduled to commence in February and will be ongoing throughout the project delivery.

Question 3 – Gary McIntosh

On the 24th September 2013 Council's Community Development officer Kate Gerritsen emailed me stating that I had been nominated to lead a group project as part of the Bullarto Musk Community Plan.

My task and the project brief provided was to engage with stakeholders to **"Establish an appropriate location for a BBQ (electric undercover) and a community map (Interpretive Display)"**. Over the past three years I have thoroughly undertaken this task which is now finally completed. While the BBQ was deferred, the shelter has been constructed and the most appropriate location for signage determined.

New information shows removal of a large dead chestnut tree in the north west corner of Bullarto Recreation Reserve will provide the ideal common-sense location for the community map and signage. This site is highly visible, providing important connectivity with the Bullarto Public Hall and the southern entrance to the Daylesford Spa Country Railway. It is also well removed from the immediate Hall precinct being at the furthest point from the Hall. It also is readily viewable from South Bullarto Road which is the formal starting point for the popular Wombat Forest Tourist Drive where a tourist map can also be made available.

Does Council acknowledge that I was delegated to undertake the task and lead the community project to "Establish an appropriate location for a BBQ (electric undercover) and a community map (Interpretive Display)" as part of the Bullarto Musk Community Plan and that wide and transparent stakeholder engagement has now been thoroughly and exhaustively undertaken to establish the most appropriate common-sense location for this signage?

Answered by the Chair Mayor Sebastian Klein

We appreciate your active involvement in the development of this priority project identified in the Bullarto Musk Community Plan. However this was never a formal delegation of Council. Only Council or the CEO can delegate Council's powers.

The project adopted as part of Council's 2014-15 budget process was based on the work community members had undertaken but the delivery of it was solely managed by Council staff under delegation.

Additional question for clarification –Gary McIntosh

Why was I given this project brief, if I was not to undertake it?

Answered by the Chair Mayor Sebastian Klein

I believe you have brought a similar question to Council previously and been advised that there was no formal delegation.

Question 4 – Gary McIntosh

Last year Council stated they would consider the location and funding for Bullarto's Interpretive Display, Community Noticeboard and signage at the December 2016 mid-year budget review. As I note Council has now allocated \$5,000 in that budget review to complete the Bullarto Community Facilities Project no. 000483, did Council also consider and confirm the appropriate location for this signage at that review as promised?

Answered by the Chair Mayor Sebastian Klein

Council has discussed this and it has been agreed to locate the signage on the shelter. The forecast budget allocation being considered tonight is on that basis. The money allocated, is for the provision of the display on the shelter and the works required.

Additional questions for clarification –Gary McIntosh

My project brief was to determine the location for the BBQ under shelter and the signage. Why have my findings been ignored? How does this address community consultation?

Answered by the Chair Mayor Sebastian Klein

There was a range of other interventions from various stakeholders, including members of the community, which led to the current placement of the shelter as it stands and the dissolution of the planning group in Bullarto and the reconvening of the committee at the hall.

Based on those events, this is the site that has been selected.

9.3. REQUESTS TO ADDRESS COUNCIL

1. Corina Sabo – Addressed Council in relation to a petition regarding public transport between Trentham, Woodend and Kyneton.

MOTION

That Council:

- 9.3.1. *Receives the Petition for Public Transportation for Hepburn Shire and notes that the petition will lay on the table for one month, following confirmation that it meets the criteria for petitions of Local Law No: 1.*
- 9.3.2. *Refers the petition to the Chief Executive Officer for preparation of a report for consideration at the February 2017 Council Meeting.*
- 9.3.3. *Advises the head petitioner of the above process*

Moved: Cr Don Henderson

Seconded: Cr Kate Redwood AM

Carried

10. STATUTORY PLANNING REPORTS

Nil

11. OFFICERS' REPORTS

11.1. MID-YEAR BUDGET REVIEW 2016/17

GENERAL MANAGER CORPORATE SERVICES

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

PURPOSE

The purpose of this report is for Council to conduct a mid-year budget review and adopt the forecast budget for 2016/17.

BACKGROUND

Council adopted the 2016/17 Budget at the Ordinary Council Meeting held on 21 June 2017. Subsequently, Council adopted the 2016/17 Revised Budget at the Ordinary Council Meeting held on 15 November 2016 to make adjustments for the proposed acquisition of The Rex and associated borrowings. No adjustments were made for other changes in forecast income and expenditure.

Each year, the adopted budget (or revised budget) is reviewed at mid-year to take into account changes to income and expense forecasts that have arisen since the budget (or revised budget) was adopted. These changes may be as a result of additional grants, formal advice of budgeted grant allocations, incomplete projects or activities from the previous year, or new or changed priorities that Council is required to address.

ISSUE/DISCUSSION

The process undertaken in conducting the mid-year review has been as follows:

- (a) Review incomplete projects from 2015/16 in comparison to carry forward projects included in the 2016/17 revised budget, and identify proposed additional carry forwards or reallocation of funds to complete projects;
- (b) Adjustment of budgeted grant amounts where advice has been received indicating that Council will receive an amount different to the budget;
- (c) Review of October and November financial reports in conjunction with Leadership Team members to identify items which require adjustment;
- (d) Identification of additional urgent works required before 30 June 2017 due to flood events and caravan park tree risk management, including calculation of expenditure and income estimates;
- (e) Review of projects in 2016/17 to identify those which are not forecast to be delivered in 2016/17 and may be able to fund additional urgent works this year.
- (f) Councillor Briefing session to discuss mid-year budget and proposed changes;

The mid-year budget review has identified projects that will not be delivered in this financial year, and as such has sought to reallocate the funds to additional urgent

works in 2016/17. Council's commitment to these projects remains and the previously allocated funds will be reinstated in the 2017/18 budget process.

A revised set of financial reports incorporating the income statement, balance sheet, statement of cash flows, statement of capital works and statement of operational projects is included as Attachment 1.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

A mid-year budget review supports Council's compliance with Section 136, Principles of sound financial management, in particular 136 (2d) ensure full, accurate and timely disclosure of financial information relating to Council.

FINANCIAL IMPLICATIONS

The mid-year budget review incorporates changes to Council's 2016/17 Revised Budget to identify the consolidated financial implications of all known and reported variations. Council's commitment to those projects where an existing funding allocation has been reallocated to urgent works will be reinstated in the 2017/18 Budget.

RISK IMPLICATIONS

The mid-year review is required to assist in decision making, project management and to mitigate the risk of budget allocations being exceeded.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

There are no significant implications as a result of this budget forecast.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The mid -year budget review has been completed with input from officers and Councillors. The forecast budget will be available to the public via the minutes published on Council's website.

CONCLUSION

The mid-year budget review has been completed which provides Council with improved clarity and confidence in the 2016/17 operational and project budgets.

OFFICER'S RECOMMENDATION

11.1.1. That Council approves and adopts the forecast budget for the 2016/17 financial year.

MOTION

11.1.1. *That Council approves and adopts the forecast budget for the 2016/17 financial year.*

Moved: Cr Kate Redwood AM

Seconded: Cr John Cottrell

Carried

ATTACHMENT 1 - MID-YEAR BUDGET REVIEW 2016/17

Hepburn Shire Council

Comprehensive Income Statement

For the Year Ending 30 June 2017

	<i>Adopted Revised Budget \$'000</i>	<i>Forecast Budget \$'000</i>	<i>Variance \$'000</i>
Income			
Rates and charges	18,480	18,506	26
Statutory fees and fines	554	554	-
User fees	792	792	-
Grants - operating	4,753	9,323	4,570
Grants - capital	5,262	4,721	(541)
Contributions - monetary	102	249	147
Contributions - non monetary	218	218	-
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	536	536	-
Other income	1,580	1,672	92
Total income	<u>32,277</u>	<u>36,571</u>	<u>4,294</u>
Expenses			
Employee costs	11,354	11,388	34
Materials and services	8,949	14,489	5,540
Bad and doubtful debts	6	6	-
Depreciation and amortisation	6,694	6,694	-
Borrowing costs	155	155	-
Other expenses	697	673	(23)
Total expenses	<u>27,854</u>	<u>33,405</u>	<u>5,551</u>
Surplus/(deficit) for the year	<u>4,423</u>	<u>3,166</u>	<u>(1,257)</u>
Other comprehensive income			
Items that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation increment/(decrement)	120	120	-
Total comprehensive result	<u>4,543</u>	<u>3,286</u>	<u>(1,257)</u>

Hepburn Shire Council

Balance Sheet

As at 30 June 2017

	<i>Adopted Revised Budget \$'000</i>	<i>Forecast Budget \$'000</i>	<i>Variance \$'000</i>
Assets			
Current assets			
Cash and cash equivalents	9,085	7,723	(1,362)
Trade and other receivables	2,817	2,815	(2)
Other financial assets	727	727	-
Inventories	18	18	-
Non-current assets classified as held for sale			-
Other assets	108	108	-
Total current assets	<u>12,756</u>	<u>11,391</u>	<u>(1,364)</u>
Non-current assets			
Property, infrastructure, plant and equipment	234,508	234,612	104
Intangible assets	536	536	-
Total non-current assets	<u>235,044</u>	<u>235,148</u>	<u>104</u>
Total assets	<u>247,799</u>	<u>246,539</u>	<u>(1,260)</u>
Liabilities			
Current liabilities			
Trade and other payables	1,608	1,586	(22)
Trust funds and deposits	1,034	1,034	-
Provisions	1,679	1,930	251
Interest-bearing loans and borrowings	476	476	-
Other Liabilities	105	105	-
Total current liabilities	<u>4,901</u>	<u>5,130</u>	<u>229</u>
Non-current liabilities			
Provisions	449	501	52
Interest-bearing loans and borrowings	5,235	5,235	-
Other Liabilities	101	101	-
Total non-current liabilities	<u>5,785</u>	<u>5,837</u>	<u>52</u>
Total liabilities	<u>10,686</u>	<u>10,967</u>	<u>281</u>
Net assets	<u>237,114</u>	<u>235,572</u>	<u>(1,542)</u>
Equity			
Accumulated surplus	146,617	145,699	(918)
Reserves	90,497	89,873	(624)
Total Equity	<u>237,114</u>	<u>235,572</u>	<u>(1,542)</u>

Hepburn Shire Council

Statement of Cash Flows

For the Year Ending 30 June 2017

	<i>Adopted Revised Budget Inflows/ (Outflows) \$'000</i>	<i>Forecast Budget Inflows/ (Outflows) \$'000</i>	<i>Variance \$'000</i>
Cash flows from operating activities			
Rates and charges	18,480	18,506	26
Statutory fees and fines	549	549	-
User fees	791	791	-
Grants - operating	4,753	9,323	4,570
Grants - capital	5,262	4,721	(541)
Contributions - monetary	102	249	147
Interest received	280	280	-
Rent received	1,084	1,084	-
Other receipts	208	300	92
Employee costs	(11,354)	(11,388)	(34)
Materials and services	(8,949)	(14,489)	(5,540)
Other payments	(697)	(673)	23
Net cash provided by/(used in) operating activities	<u>10,508</u>	<u>9,251</u>	<u>(1,257)</u>
Cash flows from investing activities			
Payments for property, infrastructure, plant and equipment	(19,321)	(19,425)	(104)
Proceeds from sale of property, infrastructure, plant and equipment	2,526	2,526	-
Payments for investments	(3,550)	(3,550)	-
Proceeds from sale of investments	12,150	12,150	-
Net cash provided by/(used in) investing activities	<u>(8,195)</u>	<u>(8,299)</u>	<u>(104)</u>
Cash flows from financing activities			
Finance costs	(155)	(155)	-
Proceeds from borrowings	3,405	3,405	-
Repayment of borrowings	(409)	(409)	-
Net cash provided by/(used in) financing activities	<u>2,841</u>	<u>2,841</u>	<u>-</u>
Net increase (decrease) in cash and cash equivalents	5,155	3,794	(1,361)
Cash and cash equivalents at the beginning of the financial year	3,931	3,930	(1)
Cash and cash equivalents at the end of the financial year	<u>9,085</u>	<u>7,723</u>	<u>(1,362)</u>

Hepburn Shire Council Statement of Capital Works Mid-Year Budget Review

Project Number	Project Name	Adopted Revised Budget	Carry Forwards	Variations	Forecast Budget	YTD Actual + Commit.	Adopted Revised Budget	Variations	Forecast Budget	YTD Actual	Variation Comments
		2016/17 Expenditure					2016/17 Income				
PROPERTY											
Land improvements											
000472	Creswick Landfill PANs Response (CAPITAL)	-	28,695	-	28,695	15,818	-	-	-	-	Unspent 2015/16 allocation c/fwd
000549	Town and Shire Road Signage	90,000	16,799	-	106,799	11,615	-	-	-	-	Unspent 2015/16 allocation c/fwd
000606	Interpretive Signage at calembreen Park	8,000	-	-	8,000	-	-	-	-	-	
	Total land	98,000	45,494	-	143,494	27,433	-	-	-	-	
Buildings											
000465	Multi Purpose Facility - Victoria Park, Daylesford	-	119,736	-	119,736	87,153	125,000	115,000	240,000	-	Unspent 2015/16 allocation c/fwd Final 10% grant carried forward
000497	Trentham Community Hub Design & Construct	1,300,000	-	(1,250,000)	50,000	-	1,000,000	(1,000,000)	-	-	Grant not receivable in 2016/17. Council funds to Tree Risk Mitigation. Reinstated in 2017/18
000516	Newlyn Netball Facilities	-	-	10,000	10,000	4,675	-	-	-	-	Reallocate Recreation salary savings
000551	Hepburn Shire Council Services & Community Hub Construction	1,705,000	-	-	1,705,000	56,827	2,715,000	-	2,715,000	-	
000581	Clunes Town Hall & Court House Project	-	98,870	-	98,870	13,138	-	-	-	-	Unspent 2015/16 allocation c/fwd
000607	Kitchen Pod Creswick Town Hall	47,500	-	-	47,500	5,862	5,000	-	5,000	-	
000608	Waste Management Facility Construction	400,000	-	-	400,000	-	-	-	-	-	
000609	Daylesford Pool Upgrades (CSIF)	200,000	-	-	200,000	-	60,000	-	60,000	-	
000610	Drummond Hall Electric Outdoor BBQ	9,000	-	-	9,000	4,433	-	-	-	-	
000637	Acquisition of the Rex & 8 Duke Street	6,345,000	-	-	6,345,000	6,336,597	-	-	-	-	
Building improvements											
000287	Building and Structures Renewal Program	1,140,000	-	-	1,140,000	210,383	-	-	-	-	
000466	Basin Reserve Facility Improvements	39,068	9,277	-	48,345	29,035	-	-	-	-	Unspent 2015/16 allocation c/fwd
000483	Bullarto Community Facilities	-	-	5,000	5,000	-	-	-	-	-	Reallocate Recreation salary savings
000542	Social Enterprise - Capital	-	39,454	-	39,454	18,246	-	-	-	-	Unspent 2015/16 allocation c/fwd
000553	Sustainability Strategy - Towards Zero - Council Assets	75,000	29,465	-	104,465	6,223	-	-	-	-	Unspent 2015/16 allocation c/fwd
000555	Smeaton Community Centre / Bowls Club Deck	-	39,593	-	39,593	18,872	-	35,000	35,000	14,279	Unspent 2015/16 allocation c/fwd
000585	Bathroom Deck	338,000	-	-	338,000	120,000	338,000	-	338,000	120,000	
000586	HMSR Pavilion Cafe Roof Repairs	50,000	46,160	-	96,160	8,639	-	-	-	-	Unspent 2015/16 allocation c/fwd
	Total buildings	11,648,568	382,555	(1,235,000)	10,796,123	6,920,081	4,243,000	(850,000)	3,393,000	134,279	
	TOTAL PROPERTY	11,746,568	428,049	(1,235,000)	10,939,617	6,947,515	4,243,000	(850,000)	3,393,000	134,279	
PLANT AND EQUIPMENT											
Plant, machinery and equipment											
000131	Passenger And Commercial Fleet (CAPITAL)	555,000	63,655	-	618,655	340,755	181,100	-	181,100	24,105	Unspent 2015/16 commitment c/fwd
000599	National Flagship Bioenergy Facility	200,000	-	-	200,000	5,060	200,000	-	200,000	-	
Computers and telecommunications											
000557	IT Hardware / Technology Renewal Program	78,500	19,782	-	98,282	9,520	-	-	-	-	Unspent 2015/16 allocation c/fwd
000558	IT Application / Software Upgrades	78,328	8,750	-	87,078	23,476	-	-	-	-	Unspent 2015/16 allocation c/fwd
Library books											
000423	Library Collection Renewal	53,000	-	-	53,000	289	-	-	-	-	
	TOTAL PLANT AND EQUIPMENT	964,828	92,187	-	1,057,015	379,100	381,100	-	381,100	24,105	
INFRASTRUCTURE											
Roads											
000100	Reseals (CAPITAL)	850,000	-	-	850,000	1,463	-	-	-	-	
000102	Reseal Preparation (CAPITAL)	85,000	-	-	85,000	43,006	-	-	-	-	
000103	Gravel Resheets (CAPITAL)	450,000	-	(103,000)	347,000	8,181	-	-	-	-	Transfer to flood recovery. NDRAA substitution
000411	Pavement Rehabilitation, Formation & Drainage	1,350,000	149,992	658,497	2,158,489	620,722	699,038	658,497	1,357,535	1,357,535	Unspent 2015/16 allocation c/fwd. Additional R2R Grant
000463	Road Safety Improvements	60,000	-	-	60,000	-	-	-	-	-	
000559	East St Railway Bridge Underpass	800,000	-	(734,000)	66,000	-	400,000	(400,000)	-	-	Grant not receivable in 16/17. Council funding to Flood recovery. Reinstated in 17/18.
000598	Scobles Road Drummond Upgrade	190,000	-	-	190,000	1,942	-	-	-	-	
000638	Central Springs Rd, Safety Improvements	-	-	135,000	135,000	-	-	135,000	135,000	-	New Blackspot funding
Bridges											
000114	Bridge Renewal	153,000	315,000	(113,432)	354,568	6,195	-	-	-	-	Unspent 2015/16 allocation c/fwd. \$100K to flood recovery, \$13K to Operating PJ417 Creswick Flood

Hepburn Shire Council Statement of Capital Works Mid-Year Budget Review

Project Number	Project Name	Adopted Revised Budget	Carry Forwards	Variations	Forecast Budget	YTD Actual + Commit.	2016/17 Expenditure				Variation Comments
							Adopted Revised Budget	Variations	Forecast Budget	YTD Actual	
							2016/17 Income				
Footpaths and cycleways											
000112	Footpath Improvement and Renewal	95,000	21,000	-	116,000	48,462	-	-	-	-	Unspent 2015/16 allocation c/fwd
000321	Extension of Domino Trail	-	-	-	-	-	-	-	-	17,100	Grant Received
000471	Footpath Expansion Program	200,000	20,000	17,100	237,100	26,675	-	17,100	17,100	-	Unspent 2015/16 allocation c/fwd
Drainage											
000410	Kerb & Channel Rehabilitation (CAPITAL)	165,000	23,756	-	188,756	2,925	-	-	-	-	Unspent 2015/16 allocation c/fwd
Recreational, leisure and community facilities											
000122	Playground Equipment Replacement Program (CAPITAL)	50,000	-	-	50,000	1,940	-	-	-	-	
000436	Netball Court Resurfacing - Hepburn	-	-	-	-	-	-	-	-	10,649	Grant Income C/fwd
000470	Netball Court Resurfacing - Creswick	-	-	-	-	-	-	6,361	6,361	6,361	Grant Income C/fwd
000509	Cricket Pitch Renewal Program	14,800	-	-	14,800	13,818	-	-	-	-	
000560	Splash Park in Creswick	-	41,376	22,647	64,023	44,023	-	-	-	-	Unspent 2015/16 allocation c/fwd. Overspend from Streetscape. Additional \$20K for new shade provision
000594	Creswick Soccer Club Lighting	160,000	-	-	160,000	-	120,000	-	120,000	-	
000600	Ovals Irrigation Newlyn and Daylesford	130,000	-	-	130,000	77,847	80,000	6,000	86,000	77,400	Additional Grant advice received
000601	Adventure Playground Creswick	100,000	-	(100,000)	-	-	80,000	(80,000)	-	-	Grant not receivable. \$20K Council funding to PJ560 Splash Park for new shade provision
000602	Pump Track Creswick	140,000	-	-	140,000	2,994	-	-	-	-	
000603	Oval No 2 Change Rooms VP Daylesford	25,000	-	-	25,000	2,700	-	-	-	-	
000604	Netball Court Lighting Clunes	45,000	-	(30,000)	15,000	-	30,000	(30,000)	-	-	Grant not receivable
000605	Swimming Pool Consultation and Scoping C'Wick	30,000	-	-	30,000	2,633	-	-	-	-	
000643	Climate Resilient Recreation Facilities (CAPITAL)	-	-	75,680	75,680	63,012	-	55,670	55,670	-	Reallocation from related Operational PJ613. Additional Grant receivable
Parks, open space and streetscapes											
000493	Implementation of Streetscape Plans Creswick	-	246,605	(2,647)	243,958	165,771	35,000	-	35,000	-	Unspent 2015/16 allocation c/fwd, balance Splash Park overspend
000543	Trentham Streetscape Implementation	260,000	(5,664)	-	254,336	17,825	-	-	-	-	Overspent 2015/16 c/fwd adjusted
000544	Implementation of Streetscape Plans Clunes	-	25,839	-	25,839	20,718	15,000	-	15,000	-	Unspent 2015/16 allocation c/fwd
000561	Daylesford Community Park - Improve Shade and infrastructure	50,000	-	-	50,000	1,604	-	-	-	-	
000562	Glenlyon Streetscape construction	400,000	(1,805)	-	398,195	1,153	350,000	-	350,000	150,000	Overspent 2015/16 c/fwd adjusted
000563	Hepburn Streetscape construction	280,000	18,785	-	298,785	10,258	-	-	-	-	Unspent 2015/16 allocation c/fwd
000564	Lake Daylesford Improvements	330,000	-	-	330,000	79,376	200,000	-	200,000	100,000	
000595	Mineral Springs Imp Works	248,000	-	128,000	376,000	9,522	-	128,000	128,000	128,000	Successful grant application
000596	WHBG Stage 1 Works	117,500	-	-	117,500	17,147	-	-	-	-	
000597	Glenlyon Rec Res Shade Sail	6,000	-	-	6,000	-	-	-	-	-	
Other infrastructure											
000504	H.S. Public Art Appropriation, Maintenance & Replacement	40,000	10,000	-	50,000	11,413	-	-	-	-	Unspent 2015/16 allocation c/fwd
TOTAL INFRASTRUCTURE		6,824,300	864,884	(46,155)	7,643,029	1,303,324	2,009,038	496,628	2,505,666	1,847,045	
TOTAL CAPITAL WORKS		19,535,696	1,385,120	(1,281,155)	19,639,661	8,629,938	6,633,138	(353,372)	6,279,766	2,005,429	

Hepburn Shire Council Operational Projects Mid-Year Budget Review

Project Number	Project Name	Adopted Budget	Carry Forwards	Variations	Forecast Budget	YTD Actual + Commit.	Adopted Budget	Variations	Forecast Budget	YTD Actual	Variation Comments
2016/17 Expenditure						2016/17 Income					
Non-Recurrent Projects											
000141	Cameron Court Units Clunes	589,000	-	-	589,000	-	-	-	-	3,552	
000150	Calembreen Park - Dive Tower	104,000	-	-	104,000	13,448	-	-	-	-	
000305	Street Cleaning (Internal Staff) (3244)	84,600	-	-	84,600	40,688	-	-	-	-	
000370	Tree Risk Mitigation	100,000	-	200,000	300,000	47,055	-	-	-	-	Jubilee Caravan Park tree risk mitigation
000374	Municipal Fire & Emergency Management	120,000	-	-	120,000	11,076	120,000	-	120,000	60,000	
000378	Building Maintenance Transfer Stations and MRF (1010)	-	-	2,000	2,000	2,288	-	-	-	-	From Waste Management GL Budget
000388	HACC Growth and Minor Capital	-	58,362	-	58,362	4,400	-	-	-	-	Grant received last financial year
000412	Telephony System	-	10,871	-	10,871	10,871	-	-	-	-	Unspent 2015/16 allocation c/fwd
000417	Creswick Flood Mitigation Works-Stage 2	-	-	13,432	13,432	13,432	-	-	-	-	Final payment, funded from Bridge Renewal
000425	Hepburn Shire Council Services&Community Hub Planning (2425)	3,080	13,213	-	16,293	16,441	-	-	-	-	Unspent 2015/16 allocation c/fwd
000453	Walk To School	-	10,000	-	10,000	8,532	-	-	-	-	Current year grant received in prior year
000454	Clunes Farmers Market	-	-	-	-	-	-	1,950	1,950	1,950	
000462	Hepburn Depot-soil decontamination and rectification (2462)	-	34,563	-	34,563	32,378	-	-	-	-	Unspent 2015/16 allocation c/fwd
000474	Bullarto to Lyonville Rail Trail	-	17,114	-	17,114	14,517	-	-	-	-	Unspent 2015/16 allocation c/fwd
000482	Community Planning Fund	50,000	-	-	50,000	-	-	-	-	-	
000487	Biodiversity Strategy Development	25,000	-	119,500	144,500	144,414	25,000	119,500	144,500	168,698	Remaining program allocation c/fwd
000498	VIC Town Maps - reprint, remap and redesign	-	-	-	-	-	-	-	-	455	
000501	Recreation & Open Space Strategy	-	12,200	5,000	17,200	17,200	-	3,000	3,000	-	Unspent 2015/16 allocation c/fwd Additional Funds from salary savings
000508	Develop detailed Bio-energy from waste business case	-	-	50,000	50,000	20,672	-	50,000	50,000	5,000	New grant received
000512	Community Events	-	-	-	-	6,820	-	-	-	160	Budget in GL
000566	Calembreen Park Weed Eradication Revegetation Fire Risk Reduc	-	16,600	-	16,600	4,521	-	-	-	-	Unspent 2015/16 allocation c/fwd
000567	Clydesdale Hall Outdoor Shelter	-	1,853	-	1,853	2,020	-	-	-	-	Unspent 2015/16 allocation c/fwd
000570	Dja Dja Wurrung Recognition	20,400	5,471	-	25,871	3,470	-	-	-	-	Unspent 2015/16 allocation c/fwd
000574	Implement Eco Dev Strategy and Destination Management Plan	60,000	8,400	-	68,400	43,203	-	-	-	-	Unspent 2015/16 allocation c/fwd
000575	Implementation of Youth Strategy	100,000	19,959	-	119,959	35,992	-	-	-	-	Unspent 2015/16 allocation c/fwd
000576	Rolling Asset Inspection Program	100,000	25,161	-	125,161	124,646	-	-	-	-	Unspent 2015/16 allocation c/fwd
000577	Street Decorations Banner Brackets	15,000	-	-	15,000	15,601	-	-	-	-	
000578	Sustainability Strategy - Towards Zero - Community Buildings	40,000	5,965	-	45,965	-	-	-	-	-	Unspent 2015/16 allocation c/fwd
000579	Trentham Childcare Facility - Detailed Planning and Design	15,000	-	-	15,000	4,786	-	-	-	-	
000587	Waste Management Operations (1010)	-	-	5,500	5,500	12,723	-	-	-	-	From Waste Management GL Budget
000593	Clunes Farmers Market Expansion	-	27,000	-	27,000	11,238	-	-	-	-	Grant received last financial year
000611	Xmas Cheer Funding Support	1,000	-	-	1,000	1,000	-	-	-	-	
000612	Xmas Decorations Partnership Shire Wide	4,000	-	(2,000)	2,000	500	2,000	(2,000)	-	-	Council contribution direct to community groups
000613	Climate Resilient Recreation Facilities	75,000	-	(53,000)	22,000	-	-	12,000	12,000	5,000	Reallocation between related capital project PJ643. Grant application successful
000614	Art Collection Policy and Plan	5,000	-	-	5,000	-	-	-	-	-	
000615	Elections 2016	171,000	-	-	171,000	172,446	18,000	-	18,000	250	
000616	Creswick Trails Master Plan Implementation	40,000	-	-	40,000	-	-	-	-	-	
000617	Defibrillators for Outdoor Pools	7,500	-	-	7,500	7,240	-	-	-	-	
000618	Drinking Fountain Clunes tennis Courts	2,000	-	-	2,000	292	-	-	-	-	
000619	Enhanced Participatory Council Plan Process	60,000	-	-	60,000	9,500	-	-	-	-	
000620	Event Surveying	9,000	-	-	9,000	8,182	-	-	-	-	
000621	Garden Lovers Weekend Creswick	5,000	-	-	5,000	5,000	-	-	-	-	
000622	Wills Square Fountain and Landscape	50,000	-	-	50,000	-	-	-	-	-	
000623	Major Facilities Master Plans	80,000	-	-	80,000	1,833	-	-	-	-	
000624	Museums Development Program	10,000	-	-	10,000	1,255	-	-	-	-	
000625	Park Lake Landscape Improvements and Partnership	15,000	-	-	15,000	-	-	-	-	-	
000626	WHBG Water Supply Permanent	20,000	-	-	20,000	15,958	-	-	-	-	
000627	Off-Lead DogPark Clunes (Pilot)	5,000	-	-	5,000	-	-	-	-	-	
000628	Noxious Weed Removal Roadside	25,000	-	-	25,000	8,000	-	-	-	-	
000629	Roundabout landscaping	20,000	-	-	20,000	11,040	-	-	-	-	
000630	Scholarship Villiers Bretonex School Centenary	10,000	-	-	10,000	-	5,000	-	5,000	-	
000632	Walking & Cycling Strategy Actions Update	10,000	-	-	10,000	2,955	-	-	-	-	
000633	Street Tree Planting Program year 1	20,000	-	-	20,000	-	-	-	-	-	

Hepburn Shire Council Operational Projects Mid-Year Budget Review

Project Number	Project Name	Adopted Budget	Carry Forwards	Variations	Forecast Budget	YTD Actual + Commit.	Adopted Budget	Variations	Forecast Budget	YTD Actual	Variation Comments
2016/17 Expenditure						2016/17 Income					
000634	Swimming Pool Activity and Participation Programs	15,000	-	-	15,000	6,980	-	-	-	-	
000635	Turf Playing Surface Renewal Program	35,000	-	(4,680)	30,320	-	-	-	-	-	Transfer to related climate resilient project 643
000636	White Ribbon Committee	5,000	-	-	5,000	4,669	-	-	-	-	
000641	Carbon Free Communities	-	-	8,000	8,000	-	-	8,000	8,000	2,000	Grant application successful
000642	Waste to Energy Micro-Power Station Network	-	-	75,000	75,000	7,500	-	75,000	75,000	75,000	Grant application successful
TOTAL NON-RECURRENT PROJECTS		2,125,580	266,732	418,752	2,811,064	926,782	170,000	267,450	437,450	322,064	
Recurrent Maintenance Programs											
Works Maintenance											
000244	Sealed Road Management (3244)	486,078	-	-	486,078	255,979	-	-	-	-	
000245	Gravel Road Management (3244)	806,656	-	-	806,656	546,256	-	-	-	-	
000250	Footpath Maintenance (3244)	65,058	-	-	65,058	46,368	-	-	-	-	
000251	Urban Drainage Management (3244)	167,975	-	-	167,975	94,505	-	-	-	-	
000252	Rural Drainage Management (3244)	107,487	-	-	107,487	117,593	-	-	-	-	
000253	Road Inspections (3244)	81,359	-	(66,859)	14,500	4,406	-	-	-	-	Asset Inspector Salary to GL Cost Centre
000359	Signs Maintenance (3244)	198,719	-	-	198,719	79,335	2,500	-	2,500	2,235	
000360	Line Marking Maintenance	61,058	-	-	61,058	12,170	-	-	-	-	
000361	Roadside Maintenance (3244)	387,437	-	-	387,437	264,042	-	-	-	-	
000362	Road Vandalism Maintenance (3244)	2,655	-	-	2,655	521	-	-	-	-	
000368	Emergency Management Response - Storm Damage (3244)	72,859	-	-	72,859	84,935	-	-	-	-	
000640	Emergency M'ment Council Sept 16 Floods	-	-	832,000	832,000	118,850	-	-	-	-	Rectification of flood affected assets not eligible for funding
Total Works Maintenance		2,437,342	-	765,141	3,202,483	1,624,960	2,500	-	2,500	2,235	
Parks and Open Space Maintenance											
000521	P&G - Mowing	553,166	-	-	553,166	291,428	-	-	-	610	
000522	P&G - Garden Beds	188,044	-	-	188,044	84,259	-	-	-	-	
000523	P&G - Tree Maintenance	157,044	-	-	157,044	100,171	-	-	-	-	
000524	P&G - Spraying	107,859	-	-	107,859	56,895	-	-	-	-	
000525	P&G - Paths	69,822	-	-	69,822	69,641	-	-	-	-	
000526	P&G - Turf	75,348	-	-	75,348	6,713	-	-	-	-	
000527	P&G - Litter/Rubbish	26,093	-	-	26,093	22,280	-	-	-	-	
000528	P&G - Tree Inspections	40,430	-	-	40,430	25,227	-	-	-	-	
000529	P&G - BBQ's/Furniture	95,696	-	-	95,696	41,641	-	-	-	-	
000531	P&G - Utilities	107,000	-	-	107,000	41,062	-	-	-	-	
Total Parks and Open Space Maintenance		1,420,501	-	-	1,420,501	739,317	-	-	-	610	
Plant and Fleet Maintenance											
000259	Large Plant Maintenance (3259)	472,475	-	-	472,475	296,958	1,018,619	-	1,018,619	521,215	
000260	Fleet Maintenance (3259)	282,440	-	-	282,440	65,573	397,440	-	397,440	202,720	
000369	Small Plant Maintenance (3259)	8,000	-	-	8,000	6,447	-	-	-	6,338	
Total Plant and Fleet Maintenance		762,915	-	-	762,915	368,978	1,416,059	-	1,416,059	730,272	
Building Maintenance											
000258	Building Maintenance (3258)	230,346	-	-	230,346	100,155	-	-	-	405	
000273	Swimming Pool Building Maintenance (3258)	-	-	-	-	6,046	-	-	-	-	
000279	Hepburn Bathhouse Structural Maintenance (3258)	80,000	-	-	80,000	-	-	-	-	-	
000342	Public Convenience Building Maintenance (3258)	35,000	-	-	35,000	11,336	-	-	-	-	
000343	Housing Building Maintenance (3258)	1,000	-	-	1,000	-	-	-	-	-	
Total Building Maintenance		346,346	-	-	346,346	117,537	-	-	-	405	
TOTAL RECURRENT MAINTENANCE PROGRAMS		4,967,105	-	765,141	5,732,246	2,850,791	1,418,559	-	1,418,559	733,522	
Emergency Response NDRRA Funded											
000639	Emergency M'ment NDRRA Sept 16 Floods	-	-	4,000,000	4,000,000	271,357	-	3,965,000	3,965,000	-	NDRRA funded infrastructure works less \$35,000
TOTAL Emergency Response NDRRA Funded		-	-	4,000,000	4,000,000	271,357	-	3,965,000	3,965,000	-	
TOTAL OPERATIONAL PROJECTS		7,092,685	266,732	5,183,893	12,543,310	4,048,931	1,588,559	4,232,450	5,821,009	1,055,586	

11.2. **FINANCIAL REPORT AS AT 31 DECEMBER 2016**
GENERAL MANAGER CORPORATE SERVICES

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

PURPOSE

The purpose of this report is to present a summary of Council's financial performance for the 2016/17 financial year up to 31 December 2016.

BACKGROUND

This report provides information on Council's operating performance for the period 1 July 2016 to 31 December 2016 and compares the Income Statement to the midyear budget forecast 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 \$26.03 million, which is \$554K less than budget.

The greatest contributor to this negative variance is capital grants, which is \$427K behind year to date budget due to two grants not yet received. Non-monetary contributions are also behind budget by \$218K, as works in kind at the Bathhouse has not yet been recognised. In addition, operating grants are \$155K behind budget due to non receipt of Waste and Environmental grants.

Conversely, some income items are higher than budget. Statutory fees and fines are up \$37K due to increased planning fees received. Monetary contributions are up \$195K to year to date budget due mainly to VASP project and public open space contributions. Income from user fees is \$78K greater than budget.

Income Statement - Expenses

Total expenses year to date is \$13.54 million, which is \$983K less than budget.

The main contributors are:

- Materials and services where we have spent \$603K less than budget; and
- Employee costs which are \$411K less than budget.

Under expenditure in materials and services includes timing variances for contract payments, while employee costs savings relate predominantly to unfilled positions.

Income Statement - Overall

The year to date operating result provides a \$12.49 million surplus, which is \$429K greater than budget.

Please refer to the Income Statement attached for further details.

Balance Sheet

Total Cash as at 31 December 2016 totals \$11.97 million including \$5.23 million classified as other financial assets. Other financial assets are term deposits with an initial term of 3 months or greater. Cash and cash equivalents are \$4.23 million less than this time last year, offset by term deposits categorised as other financial assets which are greater by \$1.91 million. This reduced cash position reflects Council's acquisition of The Rex.

Total debtors are \$12.18 million, comprising rate debtors of \$10.01 million, \$1.14 million in Fire Services Property Levy and \$1.03 million in non-rate debtors.

Council's loan balances are at a total of \$2.51 million.

Please refer to the Balance Sheet attached for further details.

Statement of Cash Flows

Net increase in cash and cash equivalents as at 31 December 2016 is \$2.8 million. This is comprised of \$7.2 million from operations, less \$4.1 million from investing activities and \$0.3 million from financing activities.

Please refer to the Statement of Cash Flows attached for further details.

Statement of Capital Works

To date, \$8.31 million of the \$19.6 million capital works forecast budget for 2016/17 has been spent. In addition, \$1.84 million has been committed to be spent through purchase orders.

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.

Under the Local Government Performance Reporting Framework, the Performance Statement should be presented to Council at least every six months.

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

None noted.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

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 2016 to 31 December 2016 is presented.

OFFICER'S RECOMMENDATION

11.2.1. That Council receives and notes the Financial Report for the six months from 1 July 2016 to 31 December 2016.

MOTION

11.2.1. *That Council receives and notes the Financial Report for the six months from 1 July 2016 to 31 December 2016.*

Moved: Cr John Cottrell

Seconded: Cr Greg May

Carried

ATTACHMENT 2 - FINANCIAL REPORT AS AT 31 DECEMBER 2016

Hepburn Shire Council

Comprehensive Income Statement

For the Period Ended 31 December 2016

	YTD Budget 2016/17 \$'000	YTD Actual 2016/17 \$'000	YTD Variance		
			\$'000	%	
Income					
Rates and charges	18,503	18,520	17	0%	
Statutory fees and fines	237	274	37	16%	1
User fees	389	467	78	20%	2
Grants - operating	3,099	2,944	(155)	-5%	3
Grants - capital	2,994	2,567	(427)	-14%	4
Contributions - monetary	59	254	195	329%	5
Contributions - non monetary	218	-	(218)	-100%	6
Net gain/(loss) on disposal of assets	100	24	(76)	-76%	7
Other income	989	985	(4)	0%	
Total income	<u>26,589</u>	<u>26,035</u>	<u>(554)</u>	<u>-2%</u>	
Expenses					
Employee costs	5,827	5,417	411	7%	8
Materials and services	4,932	4,329	603	12%	9
Bad and doubtful debts	0	16	(16)	-100%	10
Depreciation and amortisation	3,347	3,347	-	0%	
Borrowing costs	72	43	29	41%	
Other expenses	352	396	(44)	-13%	
Total expenses	<u>14,531</u>	<u>13,547</u>	<u>983</u>	<u>7%</u>	
Surplus/(deficit) for the year	<u>12,058</u>	<u>12,488</u>	<u>429</u>		

1 Town Planning fees up by \$40K

2 Aged Care, Building Services and Transfer Stations all have a favourable variance

3 Timing variance for receipt of Vic Adaption & Sustainability P'Ship Study (VASP) grant

4 Timing variance for receipt of Vic Park and Hub construction grants

5 Vic Adaptation & Sustainability P'ship (VASP) \$183K plus additional public open space contributions

6 Bathhouse works in kind, asset handover recognition required

7 Plant sales timing variance

8 Employee costs

9 Timing variance for waste and maternal and child health contracts plus various others.

10 Write-off of fire hazard infringements

Hepburn Shire Council

Balance Sheet

As at 31 December 2016

	Current Year	Prior Year	Variance Year on Year	
	Actual \$'000	Actual \$'000	\$'000	%
Assets				
Current assets				
Cash and cash equivalents	6,743	10,969	(4,226)	-63%
Trade and other receivables	12,183	11,552	631	5%
Other financial assets	5,227	3,313	1,914	37%
Inventories	19	52	(33)	-176%
Other assets	25	-	25	100%
Total current assets	<u>24,196</u>	<u>25,886</u>	<u>(1,690)</u>	<u>-7%</u>
Non-current assets				
Property, infrastructure, plant and equipment	228,367	214,160	14,207	6%
Intangible assets	583	660	(78)	-13%
Total non-current assets	<u>228,949</u>	<u>214,820</u>	<u>14,129</u>	<u>6%</u>
Total assets	<u>253,146</u>	<u>240,706</u>	<u>12,439</u>	<u>5%</u>
Liabilities				
Current liabilities				
Trade and other payables	865	174	(691)	-80%
Trust funds and deposits	2,584	2,022	(562)	-22%
Provisions	1,778	1,944	166	9%
Interest-bearing loans and borrowings	211	205	(6)	-3%
Other Liabilities	18	18	-	0%
Total current liabilities	<u>5,455</u>	<u>4,363</u>	<u>(1,092)</u>	<u>-20%</u>
Non-current liabilities				
Provisions	501	500	(1)	0%
Interest-bearing loans and borrowings	2,300	2,717	416	18%
Other Liabilities	116	134	18	15%
Total non-current liabilities	<u>2,917</u>	<u>3,350</u>	<u>433</u>	<u>15%</u>
Total liabilities	<u>8,372</u>	<u>7,713</u>	<u>(659)</u>	<u>-8%</u>
Net assets	<u>244,774</u>	<u>232,993</u>	<u>11,780</u>	<u>5%</u>
Equity				
Accumulated surplus	153,956	146,989	6,967	5%
Reserves	90,818	86,004	4,813	5%
Total Equity	<u>244,774</u>	<u>232,993</u>	<u>11,780</u>	<u>5%</u>

Hepburn Shire Council

Statement of Cash Flows

For the Period Ended 31 December 2016

	<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				
Rates and charges	9,632	9,487	144	1%
Statutory fees and fines	278	263	15	5%
User fees	829	166	662	80%
Grants - operating	2,944	2,109	835	28%
Grants - capital	2,567	1,874	693	27%
Contributions - monetary	254	41	213	84%
Interest received	197	147	50	25%
Rent received	514	659	(145)	-28%
Trust funds and deposits taken	1,354	1,096	259	19%
Other receipts	224	174	50	22%
Net GST refund/payment	1	69	(67)	-100%
Employee costs	(5,569)	(5,561)	(8)	0%
Materials and services	(5,005)	(5,964)	959	-19%
Trust funds and deposits repaid	(661)	(1,593)	933	-141%
Other payments	(396)	(375)	(21)	5%
Net cash provided by/(used in) operating activities	<u>7,164</u>	<u>2,591</u>	<u>4,573</u>	64%
Cash flows from investing activities				
Payments for property, infrastructure, plant and equipment	(8,228)	(2,758)	(5,469)	66%
Proceeds from sale of property, infrastructure, plant and equipment	24	-	24	100%
Payments for investments	(4,350)	(2,000)	(2,350)	54%
Proceeds from sale of investments	8,450	-	8,450	100%
Net cash provided by/(used in) investing activities	<u>(4,104)</u>	<u>(4,758)</u>	<u>654</u>	-16%
Cash flows from financing activities				
Finance costs	(43)	(120)	77	-178%
Proceeds from borrowings	-	-	-	100%
Repayment of borrowings	(204)	(184)	(20)	10%
Net cash provided by/(used in) financing activities	<u>(247)</u>	<u>(304)</u>	<u>57</u>	-23%
Net increase (decrease) in cash and cash equivalents	2,813	(2,470)	5,284	188%
Cash and cash equivalents at the beginning of the financial year	3,930	13,439	(9,510)	-242%
Cash and cash equivalents at the end of the financial year	<u>6,743</u>	<u>10,969</u>	<u>(4,226)</u>	-63%

Hepburn Shire Council Statement of Capital Works as at 31 December 2016

Project Number	Project Name	New / Renew / Upgrade	Full Year Budget	YTD Actual	% Spent YTD	Commitments	YTD Actual + Commit.	% Spent YTD Incl Commit.	Full Year Budget	YTD Actual
			2016/17 Expenditure			2016/17 Expenditure			2016/17 Income	
PROPERTY										
Land improvements										
000472	Creswick Landfill PANs Response (CAPITAL)	Upgrade	28,695	-	0%	21,697	21,697	76%	-	-
000549	Town and Shire Road Signage	Upgrade	106,799	11,550	11%	4,800	16,350	15%	-	-
000606	Interpretive Signage at calemben Park	New	8,000	-	0%	-	-	0%	-	-
Total land			143,494	11,550	8%	26,497	38,048	27%	-	-
Buildings										
000465	Multi Purpose Facility - Victoria Park, Daylesford	Upgrade	119,736	84,122	70%	7,256	91,379	76%	240,000	-
000497	Trentham Community Hub Design & Construct	New	50,000	-	0%	-	-	0%	-	-
000516	Newlyn Netball Facilities	Upgrade	10,000	4,675	47%	-	4,675	47%	-	-
000551	Hepburn Shire Council Services & Community Hub Construction	Upgrade	1,705,000	35,597	2%	23,865	59,462	3%	2,715,000	-
000581	Clunes Town Hall & Court House Project	Renew	98,870	13,138	13%	-	13,138	13%	-	-
000607	Kitchen Pod Creswick Town Hall	Renew	47,500	5,862	12%	-	5,862	12%	5,000	-
000608	Waste Management Facility Construction	New	400,000	-	0%	-	-	0%	-	-
000609	Daylesford Pool Upgrades (CSIF)	Upgrade	200,000	-	0%	-	-	0%	60,000	-
000610	Drummond Hall Electric Outdoor BBQ	New	9,000	4,433	49%	-	4,433	49%	-	-
000637	Acquisition of the Rex & 8 Duke Street	New	6,345,000	6,336,597	100%	-	6,336,597	100%	-	-
Building improvements										
000287	Building and Structures Renewal Program	Renew	1,140,000	205,433	18%	257,185	462,618	41%	-	-
000466	Basin Reserve Facility Improvements	Renew	48,345	22,742	47%	6,293	29,035	60%	-	-
000483	Bullarto Community Facilities	Renew	5,000	-	0%	-	-	0%	-	-
000542	Social Enterprise - Capital	New	39,454	18,245	46%	1	18,246	46%	-	-
000553	Sustainability Strategy - Towards Zero - Council Assets	Renew	104,465	6,223	6%	-	6,223	6%	-	-
000555	Smeaton Community Centre / Bowls Club Deck	Upgrade	39,593	18,872	48%	-	18,872	48%	35,000	14,279
000585	Bathhouse Deck	Upgrade	338,000	120,000	36%	-	120,000	36%	338,000	120,000
000586	HMSR Pavilion Cafe Roof Repairs	Renew	96,160	8,639	9%	16,623	25,262	26%	-	-
Total buildings			10,796,123	6,884,577	64%	311,223	7,195,799	67%	3,393,000	134,279
TOTAL PROPERTY			10,939,617	6,896,127	63%	337,720	7,233,847	66%	3,393,000	134,279
PLANT AND EQUIPMENT										
Plant, machinery and equipment										
000131	Passenger And Commercial Fleet (CAPITAL)	Renew	618,655	274,475	44%	66,280	340,755	55%	181,100	24,105
000599	National Flagship Bioenergy Facility	New	200,000	-	0%	5,060	5,060	3%	200,000	-
Computers and telecommunications										
000557	IT Hardware / Technology Renewal Program	Renew	98,282	-	0%	9,520	9,520	10%	-	-
000558	IT Application / Software Upgrades	Upgrade	87,078	19,318	22%	4,158	23,476	27%	-	-
Library books										
000423	Library Collection Renewal	Renew	53,000	289	1%	-	289	1%	-	-
TOTAL PLANT AND EQUIPMENT			1,057,015	294,082	28%	85,018	379,100	36%	381,100	24,105
INFRASTRUCTURE										
Roads										
000100	Reseals (CAPITAL)	Renew	850,000	1,463	0%	-	1,463	0%	-	-
000102	Reseal Preparation (CAPITAL)	Renew	85,000	43,006	51%	790	43,796	52%	-	-
000103	Gravel Resheets (CAPITAL)	Renew	347,000	8,181	2%	-	8,181	2%	-	-
000411	Pavement Rehabilitation, Formation & Drainage	Renew	2,158,489	620,722	29%	928,213	1,548,935	72%	1,357,535	1,357,535
000463	Road Safety Improvements	Renew	60,000	-	0%	7,428	7,428	12%	-	-
000559	East St Railway Bridge Underpass	Upgrade	66,000	-	0%	-	-	0%	-	-
000598	Scobles Road Drummond Upgrade	Upgrade	190,000	1,942	1%	-	1,942	1%	-	-
000638	Central Springs Rd, Safety Improvements	Upgrade	135,000	-	0%	9,300	9,300	7%	135,000	-

Hepburn Shire Council
Statement of Capital Works as at 31 December 2016

Project Number	Project Name	New / Renew / Upgrade	Full Year Budget	YTD Actual	% Spent YTD	Commitments	YTD Actual + Commit.	% Spent YTD Incl Commit.	Full Year Budget	YTD Actual
			2016/17 Expenditure			2016/17 Expenditure			2016/17 Income	
Bridges										
000114	Bridge Renewal	Renew	354,568	6,195	2%	87,530	93,725	26%	-	-
Footpaths and cycleways										
000112	Footpath Improvement and Renewal	Renew	116,000	48,462	42%	29,234	77,696	67%	-	-
000321	Extension of Domino Trail	New	-	-	100%	-	-	100%	-	17,100
000471	Footpath Expansion Program	New	237,100	52	0%	26,623	26,675	11%	17,100	-
Drainage										
000410	Kerb & Channel Rehabilitation (CAPITAL)	Renew	188,756	2,925	2%	-	2,925	2%	-	-
Recreational, leisure and community facilities										
000122	Playground Equipment Replacement Program (CAPITAL)	Renew	50,000	1,940	4%	31,980	33,920	68%	-	-
000436	Netball Court Resurfacing - Hepburn	Renew	-	-	100%	-	-	100%	-	10,649
000470	Netball Court Resurfacing - Creswick	Renew	-	-	100%	-	-	100%	6,361	6,361
000509	Crickets Pitch Renewal Program	Renew	14,800	2,200	15%	11,618	13,818	93%	-	-
000560	Splash Park in Creswick	New	64,023	44,023	69%	-	44,023	69%	-	-
000594	Creswick Soccer Club Lighting	New	160,000	-	0%	-	-	0%	120,000	-
000600	Ovals Irrigation Newlyn and Daylesford	New	130,000	1,326	1%	76,520	77,847	60%	86,000	77,400
000601	Adventure Playground Creswick	Upgrade	-	-	100%	-	-	100%	-	-
000602	Pump Track Creswick	Renew	140,000	2,994	2%	-	2,994	2%	-	-
000603	Oval No 2 Change Rooms VP Daylesford	Renew	25,000	2,700	11%	-	2,700	11%	-	-
000604	Netball Court Lighting Clunes	Renew	15,000	-	0%	-	-	0%	-	-
000605	Swimming Pool Consultation and Scoping C'Wick	Feasibility	30,000	800	3%	1,833	2,633	9%	-	-
000643	Climate Resilient Recreation Facilities (CAPITAL)	New	75,680	-	0%	63,012	63,012	83%	55,670	-
Parks, open space and streetscapes										
000493	Implementation of Streetscape Plans Creswick	Upgrade	243,958	165,771	68%	101,050	266,822	109%	35,000	-
000543	Trentham Streetscape Implementation	Upgrade	254,336	17,825	7%	-	17,825	7%	-	-
000544	Implementation of Streetscape Plans Clunes	Upgrade	25,839	20,718	80%	8,771	29,489	114%	15,000	-
000561	Daylesford Community Park - Improve Shade and infrastructure	Upgrade	50,000	19	0%	1,585	1,604	3%	-	-
000562	Glenlyon Streetscape construction	Upgrade	398,195	1,139	0%	13	1,153	0%	350,000	150,000
000563	Hepburn Streetscape construction	Upgrade	298,785	10,258	3%	-	10,258	3%	-	-
000564	Lake Daylesford Improvements	Upgrade	330,000	79,376	24%	26,852	106,228	32%	200,000	100,000
000595	Mineral Springs Imp Works	Renew	376,000	9,522	3%	2,850	12,372	3%	128,000	128,000
000596	WHBG Stage 1 Works	Renew	117,500	17,147	15%	5,236	22,383	19%	-	-
000597	Glenlyon Rec Res Shade Sail	New	6,000	-	0%	-	-	0%	-	-
Other infrastructure										
000504	H.S. Public Art Appropriation, Maintenance & Replacement	New	50,000	10,654	21%	758	11,413	23%	-	-
TOTAL INFRASTRUCTURE			7,643,029	1,121,360	15%	1,421,198	2,542,558	33%	2,505,666	1,847,045
TOTAL CAPITAL WORKS			19,639,661	8,311,569	42%	1,843,936	10,155,505	52%	6,279,766	2,005,429
Represented by:										
New asset expenditure		New	7,804,257	6,416,130	82%	173,808	6,589,938	84%	478,770	94,500
Asset renewal expenditure		Renew	7,208,390	1,304,256	18%	1,460,780	2,765,036	38%	1,677,996	1,526,650
Asset upgrade/expansion expenditure		Upgrade	4,627,014	591,183	13%	209,348	800,531	17%	4,123,000	384,279
Total capital works expenditure			19,639,661	8,311,569	42%	1,843,936	10,155,505	52%	6,279,766	2,005,429

11.3. TOWN GATEWAY FRAMES

GENERAL MANAGER COMMUNITY SERVICES

In providing this advice to Council as the Events Coordinator, I Rebecca Pedretti have no interests to disclose in this report.

PURPOSE

The purpose of this report is to recommend a new set of interim guidelines for the use and booking of the Town Gateway Frames.

BACKGROUND

The Town Gateway Frames were originally installed, on the main entrances to Creswick, Clunes, Daylesford and Trentham, with VicRoads permission and subject to a number of conditions in 2008. The purpose of these frames is to support annual community events. Usage guidelines apply and the frames are a notification tool to be used in addition to other mediums as part of a robust marketing plan for an event.

ISSUE/DISCUSSION

Since the installation of the frames, the number of community events wanting to use them has grown beyond the capacity of the space available. There are a far greater number of annual community events within the Shire now than ever before, creating demand from users for more frames to be erected.

Further to this, there has also been an increase in the number of markets held within the Shire in recent times and these groups are also requesting space on the frames, adding increased pressure on bookings. As a result further clarity around who can use the frames and for what purpose is required.

The following table identifies the three main issues with current practices and outlines a proposed response:

ISSUE	RESPONSE
More frames needed	Installing extra frames at each of the locations may create visual clutter at the entrances to our towns, and in some locations there may not be appropriate space for more signs, according to VicRoads requirements. This will be investigated by Council Officers with Vic Roads.
Guidelines unclear/out of date	The Town Gateway Sign Guidelines and application form have been updated to better reflect the current needs (Attachment 3). These guidelines are an interim response, until permanent signs

	are placed in the centre of each of the main towns for markets. After this time markets will no longer have the option to use the Town Gateway Frames.
Booking system needs improving	Council officers will implement a new online booking system on Council's website to provide a more open and transparent booking service.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2013-2017:

Strategic Objective - Sustainable Environment and a Vibrant Economy

Key Strategic Activity:

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

FINANCIAL IMPLICATIONS

Budget allocation will be required for the installation of new signs for markets in the centre of each of the main towns of Creswick, Clunes, Daylesford and Trentham.

A budget allocation will also be required if more frames are installed, so that there are at least 2 frames on each of the entrances to Clunes, Creswick and Trentham.

There will be a small cost to purchase a licence to use a program that is compatible with Council's corporate website, for the implementation of a new booking system for the frames.

RISK IMPLICATIONS

The interim guidelines provide a 'conditions of use' section which identifies standard size requirements of signs and a suitable method of attachment.

The frames are placed in a location specified by VicRoads, which has minimal risk to individuals erecting/dismantling signs and also to motorists who will be reading the signs as they drive by.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Events impact positively on the community and provide both social and economic benefits. Efforts to support event organisers should be made, and clarifying the purpose and use of the frames, along with the implementation of a new booking system will help to achieve this.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Users of the frames, including annual community event organisers, commercial operators and markets have all voiced similar opinion that the current system needs to be improved and have requested further clarity and transparency around the booking and use of the frames, resulting in the recommendations made in this report.

CONCLUSION

The updated interim guidelines clearly identify what constitutes a community event, when commercial events can/cannot use the frames and also introduces conditions for markets and other activities held regularly throughout the year. These guidelines will provide consistency of practice right across the Shire.

Permanent signs will be provided in the centre of each of the main towns, subject to planning approvals, for the sole use of markets.

A new booking system will be implemented and Council's compliance officers will take a greater role in ensuring conditions of use are adhered to.

OFFICER'S RECOMMENDATION

That Council:

- 11.3.1. Approve the revised Town Gateway Sign Guidelines ;
- 11.3.2. Endorse the development of new signs to promote market s; and
- 11.3.3. Commence discussions, by the end February 2017, with Vic Roads about the possibility of installing additional event gateway frames.

MOTION

That Council:

- 11.3.1. Approve the revised Town Gateway Sign Guidelines ;*
- 11.3.2. Endorse the development of new signs to promote market s; and*
- 11.3.3. Commence discussions, by the end February 2017, with Vic Roads about the possibility of installing additional event gateway frames.*

Moved: Cr Neil Newitt

Seconded: Cr Don Henderson

Carried

ATTACHMENT 3 - TOWN GATEWAY FRAME GUIDELINES

TOWN GATEWAY SIGN GUIDELINES AND APPLICATION FORM

The Gateway Signs (timber frames) at the entrances to our major towns are for the use of annual community events. Their purpose is to provide a facility for the community to provide directional information to an event and are to be used as a tool to aid a broader marketing strategy.

The temporary use of the gateway signs is regulated by both State and Local Government legislation in the areas of planning, local government and road management.

PEAK AND NON-PEAK TIMES

Demand for space on the gateway signs is at a premium at certain times of the year.

Peak –time : January – May, September – December

Non-Peak time: June – August

During Peak times:

- Events can only book frames for a 2 week period;
- Events can only book 2 frames at once in a town and no more than 4 frames across the Shire.

USE OF FRAMES FOR COMMERCIAL EVENTS

Should the gateway frames be empty and unallocated, an application for use by a business can be made, if it is advertising/promoting an event, issue or message considered to be of benefit¹ to the community. The frames may not be used by businesses to advertise their business, products or services.

These applications will only be approved up to 1 month before required date and will only be available for use for the week leading up to the event.

MARKETS AND OTHER ACTIVITIES REGULARLY HELD THROUGHOUT THE YEAR

Should gateway frames be empty or unallocated, an application for use by a market or other event held regularly throughout the year can be made.

These applications will only be approved up to 2 working days before required date (for an existing user) and will only be available for use for the week leading up to the market.

An annual community event, run or auspiced by a bona fide community organisation, always has precedence over commercially run events and markets.

¹ Community benefit will largely be defined by an event's capacity to enhance overall community strengthening, wellbeing, resilience, unity and mutual support. Among other things, this would be measured in terms of the number of different local groups involved and the level of participation by locals in, and attending, the event.

CONDITIONS OF USE

- Community signs must be professionally sign written and must be produced in the form of a hard sign (corflute or similar) or in banner format.
- Signs must measure no larger than 2m horizontally X 1.1m vertically and no smaller than 1220 x 760mm.
- Any corporate sponsorship or logo must not exceed **10% of the total sign**
- Bookings will run from a Monday to Monday. Signs must not be erected until after 12:00pm on the first Monday of the booking and must be removed before 12:00pm on the Monday after the event.
- Gateway sign frames may only be reserved and signs displayed one month prior to an event in non-peak times and for two weeks during peak times. Events may be limited to using 2 frames in a town during Peak times and no more than 4 frames shire wide.
- Signs must not contain any offensive material. If material is deemed offensive, signs will be removed, and the cost of removal will be charged to the organising committee.
- Signs must not be nailed or screwed onto the frame; they should be tied. The use of plastic cable ties or similar is preferred. Repair costs will be charged to the organising committee if found to be in breach.
- Only the authorised Council frames are approved for use for temporary signs on roadsides. No other locations can lawfully be used for this purpose. *NOTE: It is illegal to erect star pickets to display your signs on roadsides and anyone who does this may be held liable in the event of injury resulting from unauthorised erection of signs.*

Any sign not conforming to these conditions, or not removed by the above stated time, may be impounded without further notice, and the cost of removal will be charged to the organising committee.

5 Tips for Sign Design - Keep it simple !

Motorists have on average just 4 seconds to read your sign

1. Ensure you have stated event name, venue, date and hours of operation
2. Try to keep to no more than 4 lines of text
3. No text to be smaller than 100mm in height
4. Logos and pictures only distract the motorist from your core message
5. Contrasting colours (e.g black on white) are most visible

2. Please describe the community benefit and/or social outcomes resulting from the event? (Examples include: fund raising for a not-for-profit community group, bringing together and strengthening the community, a valuable tourism event with evident and broad-ranging economic benefits for the community)

3. Please describe in detail the nature of your event. (Approximately 50 words or an attachment will suffice)

I have read and understood the Gateway Sign Conditions of Use and agree to abide by these conditions.

Signature:

Print name:

Date:

Applications are not valid until approved via confirmation email from the relevant Council Officer.

Please forward enquiries and applications to Council's **Events Coordinator**:

Phone: 5321 6105

Fax: 5321 6199

Email: rpedretti@hepburn.vic.gov.au

Post to: Events Coordinator, Hepburn Shire Council, PO Box 21, Daylesford, 3460

11.4. SETTING OF MAYORAL AND COUNCILLOR ALLOWANCES

GENERAL MANAGER CORPORATE SERVICES

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

PURPOSE

The purpose of this report is to set the Mayoral and Councillor allowances.

BACKGROUND

Pursuant to Section 74 (1) of the Local Government Act 1986, "A Council must review and determine the level of the Councillor allowance and the Mayoral allowance within the period of 7 months after a general election."

The Minister for Local Government reviews the limits and ranges of Mayoral and Councillors allowances on an annual basis. In accordance with section 73B (5) of the *Local Government Act 1989*, "a Council must increase the level of Mayoral and Councillors allowances in accordance with the adjustment factor specified in the notice".

Under section 74(4) of the Local Government Act 1989, "A person has a right to make a submission under section 223 in respect of a review of allowances"

ISSUE/DISCUSSIONS

In the Statutory Meeting of Council that was held 8 November 2016 Council resolved to:

- propose to set the Mayor Allowance at \$57,812 plus superannuation guarantee, subject to any future adjustment by the Minister for Local Government.
- propose to set the Councillor allowance at \$19,350 plus superannuation guarantee, subject to any future adjustment by the Minister for Local Government.
- make the proposed allowances available for public inspection for 28 days.
- invite any person to make a written submission (under section 223 of the Local Government Act 1986) until 5:00pm on Wednesday 14 December 2016.

No submissions under section 223 of the Act were received by Council.

On 18/11/2016 the Minister for Local Government, the Hon Natalie Hutchings MP, reviewed the limits and ranges of the Councillor allowances, and increased allowances by an adjustment factor of 2.5%, the adjusted values are:

- Mayoral allowance \$59,257 plus superannuation guarantee, subject to any future adjustment by the Minister for Local Government.
- Councillor allowance \$19,834 plus superannuation guarantee, subject to any future adjustment by the Minister for Local Government.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Pursuant to Section 74 (1) of the Local Government Act 1986, "A Council must review and determine the level of the Councillor allowance and the Mayoral allowance within the period of 7 months after a general election."

FINANCIAL IMPLICATIONS

The 2016/17 budget has an inflation factor included in the current Mayoral and Councillor allowances budget to cover the Minister's determination on the adjustment factor later in the year.

RISK IMPLICATIONS

Nil

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

Nil

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Nil

CONCLUSION

Pursuant to Section 74 (1) of the Local Government Act 1986, "A Council must review and determine the level of the Councillor allowance and the Mayoral allowance within the period of 7 months after a general election."

OFFICER'S RECOMMENDATION

That Council:

11.4.1. sets the Mayoral allowance at \$59,257 plus superannuation guarantee, subject to any future adjustment by the Minister for Local Government.

11.4.2. sets the Councillor allowance at \$19,834 plus superannuation guarantee, subject to any future adjustment by the Minister for Local Government.

MOTION

That Council:

11.4.1. *sets the Mayoral allowance at \$59,257 plus superannuation guarantee, subject to any future adjustment by the Minister for Local Government.*

11.4.2. *sets the Councillor allowance at \$19,834 plus superannuation guarantee, subject to any future adjustment by the Minister for Local Government.*

Moved: Cr Neil Newitt

Seconded: Cr Greg May

Carried

11.5. **APPOINTMENT OF MEMBERS – MINERAL SPRINGS RESERVES ADVISORY COMMITTEE**

GENERAL MANAGER INFRASTRUCTURE

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

PURPOSE

The purpose of this report is for Council to appoint members to the Mineral Springs Reserves Advisory Committee (MSRAC) for a period of two years.

BACKGROUND

The current Mineral Springs Reserves Advisory Committee was appointed for a period of 2 years from the 20 January 2015 to 31 January 2017.

The role of MSRAC Committee is to provide advice and input to Council as follows:

- Input / advice on maintenance needs / schedules and major projects;
- Input / advice on future needs and strategic planning for Mineral Springs Reserves across Hepburn Shire Council including long term improvement programs;
- Assistance in sourcing and securing grant funding.
- Assistance with providing interpretive signage for bridges and pathways throughout the Reserves.

ISSUE/DISCUSSION

Council called for nominations for community representatives for the Mineral Springs Reserves Advisory Committee via Council's website and Facebook Page on 28 November 2016 and Council's Advocate Page on 7 December 2016 with nominations closing on 14 December 2016.

Nominees were asked to provide details of their relevant interest or experience in Mineral Springs Reserves or landscape management and their previous involvement in community groups.

Council received three nominations for positions on the Committee:

- Bill Guest
- Lisa Rodier
- Andrew Shugg

All three nominees are currently on the Committee and have been very active members and have expressed interest in remaining on the Committee for a further 2 year term.

Each of the nominees has demonstrated their commitment to the selection criteria set out on the nomination form and listed below:

- Demonstrated understanding of community needs.
- Ability to objectively consider reserve management issues.
- Ability to work as part of a team and be solution focussed.
- Involvement in other community organisations.
- General background and reason for nomination.

The current Terms of Reference require the membership of the MSRAC to comprise of:

- Councillors (1)
- Council Officer – General Manager Infrastructure (1)
- Council Officer – Parks & Open Space Coordinator (1)
- DELWP Representative (1)
- Community Panel Members (6)

Council have not received the required 6 Community Panel Member nominations as stated in the Terms of Reference. Council is about to embark on major improvement works to the Hepburn Mineral Springs Reserve via Council budget allocations and funding received through the Victorian Mineral Water Committee and officers believe it as critical that the MSRAC be active during the community consultation sessions starting in February and throughout the project implementation.

It is therefore recommended that Council amend the Terms of Reference to state that the number of Community Panel Members required be between 3–5.

In addition, following a review of the Terms of Reference it is recommended that the membership be extended to include representation from Dja Dja Wurrang.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2013:2017:

Strategic Objective – Active and Engaged Communities

Key Strategic Activity:

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

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

RISK IMPLICATIONS

Not applicable.

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

The MSRAC will play an important role in advising Council on conservation management, strategic planning and long term improvement programs for eight public mineral springs reserves managed by Council.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Council called nominations for community representatives to be involved in the Mineral Springs Reserves Advisory Committee during December 2016. There has not been any other community engagement.

CONCLUSION

Council called for nominations for community representatives on the Mineral Springs Reserves Advisory Committee and three nominations were received. Each of the nominees are currently on the MSRAC and have been active and committed members and have expressed their interest in remaining for another two year term.

OFFICER'S RECOMMENDATION

That Council:

11.5.1. Appoints the following community representatives to the Mineral Springs Reserves Advisory Committee for a period of two (2) years, expiring on 31 January 2019.

- Bill Guest
- Lisa Rodier
- Andrew Shugg

11.5.2. Amend the Terms of Reference to state the number of Community Panel Members required be between 3-5 members and include Dja Dja Wurrung representation.

MOTION

That Council:

11.5.1. *Appoints the following community representatives to the Mineral Springs Reserves Advisory Committee for a period of two (2) years, expiring on 31 January 2019.*

- Bill Guest
- Lisa Rodier
- Andrew Shugg

11.5.2. *Amend the Terms of Reference to state the number of Community Panel Members required be between 3-5 members and include Dja Dja Wurrung representation.*

Moved: Cr Kate Redwood AM

Seconded: Cr Neil Newitt

Carried

11.6. **APPOINTMENT OF MEMBERS TO THE HEATHER MUTIMER INTERNATIONAL WOMEN'S DAY HONOUR ROLL ADVISORY COMMITTEE**

GENERAL MANAGER CORPORATE SERVICES

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

PURPOSE

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

BACKGROUND

In the Ordinary meeting of Council held on 15-11-2016, Council resolved to advertise for new members to be appointed to the Hepburn Shire Council International Women's Day Heather Mutimer Honour Roll Organising Committee for a term of two or three years.

ISSUE/DISCUSSION

Advertisements seeking Expressions of Interest for the Hepburn Shire Council International Women's Day Women's Honour Roll Organising Committee were placed in The Advocate newspaper, on Council's website and on Facebook during November and December 2016.

Council received 2 nominations from community representatives.

One new nomination was received from:

1. Ms Robyn Rodgers.

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

1. Ms Roma Sayers-Wiseman.

It is recommended that both applicants be appointed as members, with Ms Robyn Rodgers being appointed for a term of 3 years and Ms Roma Sayers-Wiseman being appointed for a period of 2 years, to provide continuity of members when the next reappointment occurs.

The membership numbers are falling, and it was hoped that the most recent advertisement for members would draw a large number of applicants. It is recommended that positions for the committee are advertised again on the day of the civic event, and left open for a period of one month, to allow all interested community members to apply.

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2013:2017:

Strategic Objective – Active and Engaged Communities

Key Strategic Activity:

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

FINANCIAL IMPLICATIONS

Nil

RISK IMPLICATIONS

Nil

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

Nil

COMMUNITY AND STAKEHOLDER ENGAGEMENT

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

CONCLUSION

The Heather Mutimer International Women's Day Honour Roll event continues to be a highly regarded event in the Hepburn Shire Calendar, and to ensure the community has a chance to provide input it is important that the Heather Mutimer International Women's Day Honour Roll Advisory Committee continues to function and provide a cross section of the community.

In appointing the two nominees below, Council will keep the numbers of community members on the committee above the minimum.

Advertising for new members after the Heather Mutimer International Women's Day Honour Roll event is held, should also increase the visibility of the committee and allow for increased interest in women joining.

OFFICER'S RECOMMENDATION

That Council:

- 11.6.1. appoint existing member, Ms Roma Sayers-Wiseman to the Hepburn Shire Council International Women's Day Women's Heather Mutimer Honour Roll Organising Committee for a period of 2 years expiring on 31 January 2019
- 11.6.2. appoint Ms Robyn Rodgers to the Hepburn Shire Council International Women's Day Women's Heather Mutimer Honour Roll Organising Committee for a period of 3 years expiring on 31 January 2020.
- 11.6.3. advertises for new committee members again on or about the day of the civic event, and leave open for a period of 45 days, to allow for advertising to be placed in the local community newsletters as well as the Advocate Facebook and Council's webpage

MOTION

That Council:

- 11.6.1. *appoint existing member, Ms Roma Sayers-Wiseman to the Hepburn Shire Council International Women's Day Women's Heather Mutimer Honour Roll Organising Committee for a period of 2 years expiring on 31 January 2019*
- 11.6.2. *appoint Ms Robyn Rodgers to the Hepburn Shire Council International Women's Day Women's Heather Mutimer Honour Roll Organising Committee for a period of 3 years expiring on 31 January 2020.*
- 11.6.3. *advertises for new committee members again on or about the day of the civic event, and leave open for a period of 45 days, to allow for advertising to be placed in the local community newsletters as well as the Advocate Facebook and Council's webpage*

Moved: Cr Kate Redwood AM

Seconded: Cr Neil Newitt

Carried

11.7. REQUEST FOR APPROVAL TO OPERATE HIGHER MASS LIMIT VEHICLES ON LOCAL COUNCIL ROADS

GENERAL MANAGER INFRASTRUCTURE

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

PURPOSE

The purpose of this report is for Council to consider a new request to use Higher Mass Limit (HML) vehicles on local roads.

BACKGROUND

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

Ref	Permit Type	Organisation	Vehicles	Roads	Load Type	Time Frame as per Application	No of Trips (approx)
a) 93230	New	Primal Surfacing Pty Ltd	Tipper fitted with aggregate spreader box	All Local Authority controlled roads	Aggregate	01/02/2017-01/02/2019	Various

ISSUE/DISCUSSION

Council officers have assessed the application considering the following:

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

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

CONSENT REQUESTS

a) Primal Surfacing Pty Ltd (Road Manager Request Number 93230):

Primal Surfacing Pty Ltd requests that Council grants consent for all Council controlled roads. Primal Surfacing Pty Ltd is Council's selected Contractor to complete the bituminous resurfacing program. Works are scheduled to start in

February 2017 and Primal Surfacing Pty Ltd require access to all our local roads to undertake the works efficiently.

This access is for a large tipper trucks fitted with aggregate spreader box at the rear of the tipper will be limited to the period of resurfacing works which is expected to be over a few weeks each year and will not extend to all year round movements.

STANDARD CONDITIONS

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

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

COUNCIL PLAN/LEGISLATIVE COMPLIANCE

Council Plan 2013:2017:

Strategic Objective – *Sustainable Environment and a Vibrant Economy*

Key Strategic Activity:

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

FINANCIAL IMPLICATIONS

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

RISK IMPLICATIONS

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

ENVIRONMENTAL/SOCIAL/ECONOMIC IMPLICATIONS

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

COMMUNITY AND STAKEHOLDER ENGAGEMENT

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

CONCLUSION

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

OFFICER'S RECOMMENDATION

That Council:

11.7.1. Approves Primal Surfacing Pty Ltd to use tippers fitted with aggregate spreader boxes for the period of 36 months commencing 1st of February 2017 and expiring 1st of February 2020 on all Local Authority controlled roads subject to the following conditions:

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

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

MOTION

That Council:

11.7.1. Approves Primal Surfacing Pty Ltd to use tippers fitted with aggregate spreader boxes for the period of 36 months commencing 1st of February 2017 and expiring 1st of February 2020 on all Local Authority controlled roads subject to the following conditions:

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

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

Moved: Cr Don Henderson

Seconded: Cr Neil Newitt

Carried

11.8. **RECORD OF ASSEMBLIES OF COUNCILLORS
GENERAL MANAGER CORPORATE SERVICE**

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

PURPOSE

The purpose of this report is for Council to receive and note Assemblies of Councillors.

BACKGROUND

The Local Government Act 1989 defines Assembly of Councillors as

...a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be -

- (a) the subject of a decision of the Council; or
- (b) subject to the exercise of a function, duty of power of the Council that has been delegated to a person or committee –

but does not include a meeting of the Council, a special committee of the Council, as audit committee established under Section 139, a club, association, peak body, political party of other organisation.

ISSUE/DISCUSSION

The Local Government Act 1989 (as amended) requires the record of an Assembly of Councillors to be:

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

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

Assemblies of Councillors		
Date	Location	Description
28-11-2016	Council Chambers	Minutes Audit and Risk Advisory Committee - 28-11-2016
01-12-2016	Vic Park Recreation Facility Daylesford	Municipal Emergency Management Planning Committee
06-12-2016	Council Chambers	Councillor Briefing

13-12-2016	Council Chambers	Councillor Briefing and Induction
20-12-2016	Trentham Mechanics Institute	Councillor CEO Meeting
20-12-2016	Trentham Mechanics Institute	Councillor Briefing (Pre-Council Meeting)

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Local Government Act 1989, Section 80A

FINANCIAL IMPLICATIONS

Nil

RISK IMPLICATIONS

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

ENVIRONMENTAL / SOCIAL / ECONOMIC IMPLICATIONS

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

COMMUNITY AND STAKEHOLDER ENGAGEMENT

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

CONCLUSION

Information provided for noting.

OFFICER'S RECOMMENDATION

That Council

11.8.1. receives and notes the Records of Assemblies of Councillors for December 2016

MOTION

That Council

11.8.1. *receives and notes the Records of Assemblies of Councillors for December 2016*

Moved: Cr Neil Newitt

Seconded: Cr Fiona Robson

Carried

ATTACHMENT 4 - ASSEMBLIES OF COUNCILLORS
(ISSUED UNDER SEPARATE COVER)

12. COUNCIL SPECIAL COMMITTEES (SECTION 86)

12.1. MINUTES OF SPECIAL COMMITTEES (SECTION 86)

GENERAL MANAGER CORPORATE SERVICES

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

PURPOSE

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

BACKGROUND

Special committees are established by Council and their function and responsibilities outlined in an Instrument of Delegation. Under the Instrument 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 and Advisory Committees, as provided by the Committees over the past month, for your information:

- Minutes of the Lee Medlyn Home Of Bottles and Clunes VIC Special Committee - 07-12-2016
- Minutes of the Lyonville Hall Special Committee - 20-12-2016

These minutes have been previously provided to Councillors under a 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:

- Minutes of the Lee Medlyn Home Of Bottles and Clunes VIC Special Committee - 07-12-2016
- Minutes of the Lyonville Hall Special Committee - 20-12-2016

MOTION

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

- *Minutes of the Lee Medlyn Home Of Bottles and Clunes VIC Special Committee - 07-12-2016*
- *Minutes of the Lyonville Hall Special Committee - 20-12-2016*

Moved: Cr Kate Redwood AM

Seconded: Cr Greg May

Carried

13. COUNCIL ADVISORY COMMITTEES

13.1. MINUTES OF ADVISORY COMMITTEES

GENERAL MANAGER CORPORATE SERVICES

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

PURPOSE

The purpose of this report is for Council to note the minutes 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 over the past month, for your information:

- Minutes Audit and Risk Advisory Committee - 28-11-2016

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:

- Minutes of the Audit and Risk Advisory Committee - 28-11-2016

MOTION

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

- *Minutes of the Audit and Risk Advisory Committee - 28-11-2016*

Moved: Cr Kate Redwood AM

Seconded: Cr Fiona Robson

Carried

14. CONFIDENTIAL ITEMS

14.1. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

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

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

RECOMMENDATION

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

14.1.1. 89(2)(d) Contractual matters;

- Awarding of contract HEPBU.RFT2016.45 – Reconstruction Of Kingston-Werona Road Stage 2; and

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

- Nominations to the 2017 Heather Mutimer Honour Roll For Women

MOTION

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

14.1.1. 89(2)(d) Contractual matters;

- Awarding of contract HEPBU.RFT2016.45 – Reconstruction Of Kingston-Werona Road Stage 2; and

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

- Nominations to the 2017 Heather Mutimer Honour Roll For Women

Moved: Cr Don Henderson

Seconded: Cr Kate Redwood AM

Carried

The meeting was closed to the public at 6:46pm

15. RE-OPENING OF MEETING TO PUBLIC

RECOMMENDATION

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

MOTION

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

Moved: Cr Don Henderson

Seconded: Cr Kate Redwood AM

Carried

The meeting was reopened to the public at 6:49pm

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

That Council:

- 14.2.1. *Awards the tender for Contract HEPBU.RFT2016.45 Reconstruction of Kingston-Werona Road Stage 2 to Fulton Hogan Industries Pty Ltd for a contract sum of \$296,654.32, excluding GST.*

16. CLOSE OF MEETING

Meeting closed 6:50pm
