



AGENDA  
of the  
SCHEDULED MEETING OF COUNCIL

Wednesday 28 July 2021

at

Murrindindi Shire Council  
Zoom  
Virtual Meeting  
Videoconference

6:00 PM

This Scheduled Meeting of Council will be conducted virtually  
(as per *COVID-19 Omnibus (Emergency Measures) Act 2020*,  
passed by Victorian Parliament on 23 April 2020)

Audio recordings of all Council meetings are taken by Council's Governance Officers  
and published on Council's website (Resolution of Council 23 January 2019)

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**1 PLEDGE AND RECONCILIATION STATEMENT****2 APOLOGIES AND REQUEST FOR LEAVE OF ABSENCE****3 COMMUNITY RECOGNITION****4 DISCLOSURES OF INTEREST OR CONFLICT OF INTEREST****5 CONFIRMATION OF MINUTES**

Minutes of the Scheduled Meeting of Council held on 23 June 2021.

**Officer Recommendation**

**That Council confirm the minutes of the 23 June 2021 Scheduled Meeting of Council.**

**6 PETITIONS****7 PUBLIC PARTICIPATION****7.1 Open Forum****7.2 Questions of Council****8 OUR PLACE****8.1 Draft Domestic Animal Management Plan 2021-2025 - Public Exhibition****Attachment(s):**

1. Draft DAMP 2021-2025 [8.1.1 - 28 pages]
2. DAMP 2021-2025 Community Survey Report [8.1.2 - 19 pages]
3. DAMP 2017-2021 [8.1.3 - 53 pages]

**Purpose**

The purpose of this report is to seek approval for the Draft Domestic Animal Management Plan (DAMP) to be put on public exhibition from 15 August to 5 September 2021.

**Officer Recommendation**

**That Council endorse the Draft Domestic Animal Management Plan 2021-2025 for the purposes of public exhibition.**

**Background**

The *Domestic Animals Act 1994* requires Councils to prepare a Domestic Animal Management Plan (DAMP) every 4 years. Council's current Domestic Animal Management Plan expires in December 2021.

The DAMP provides the strategic framework within which Council identify and address issues relating to the management and wellbeing of animals over a period of four years. The new DAMP will build on the achievements and work from previous plans and establish a framework to guide future service programs and actions, within allocated resources.

The DAMP ensures that Council will meet its obligations under the *Domestic Animals Act 1994* and continue to use a mix of educational and regulatory approaches to promote responsible pet ownership.

Council's current DAMP has seen a number of positive outcomes for Council and the community over its four-year lifespan. These include:

- 12% increase in animal registrations
- 13% reduction in barking dog reports
- 10% reduction of euthanasia rates
- Two reduced rate microchipping and registration days
- Introduction of pro rata animal registration fees.

Over the last two years the total registered dogs and cats is shown by the table below:

	2018/19	2019/20
<b>Number of registered dogs</b>	2,513	2,865
<b>Number of registered cats</b>	609	689

With respect to animal management issues, Council received a total of 919 animal management requests in 2020/21, this included impounding a total of 149 cats, 90 dogs and 37 livestock.

### **Discussion**

Council provides animal management services through the Community Safety Unit consisting of four authorised officers who are responsible for implementing various legislation relevant to animal management.

The Community Safety Team is responsible for the following functions:

- Active patrols and pickups to reunite dogs with their owners and to discourage wandering at large
- Managing unwanted animals
- Impounding of livestock found or reported wandering
- Trespassing cats
- Animal registration and identification process
- Providing advice to pet owners and the community
- Providing an after-hours emergency service.

An important component in the development of the DAMP was the opportunity given to the community and stakeholders to provide feedback and express their views on matters relating to animal management. This information was used to guide the development of the DAMP and how Council should provide animal management services to the community.

A community survey was undertaken from 15 March to 15 April 2021, with 109 participants. These findings, together with Council's data have provided an understanding of current animal management issues and trends identified by the community. This information formed the foundation for the draft DAMP.

### Key findings from the survey

Out of the 109 responses,

- 79% of respondents were dog owners and 42% were cat owners

- 93% of respondents believe it is 'most important' to de-sex animals
- 83% of respondents were supportive of a cat curfew
- 60% of people thought dogs should be always 'on-lead' unless in a designated 'off-leash' area
- 83% of people knew how to Contact council if they had lost or found a pet. 82% of these people would prefer to contact Council via phone than any other method.

A full report of the survey findings is attached.

Based on this information and review of the existing DAMP, the draft DAMP 2021-2025 has been prepared and attached to this report.

The draft DAMP 2021-2025 key focus areas and strategies are listed below:

- Animals and Amenity (Nuisances)  
Strategy: Minimise the potential for dogs and cats to create a nuisance.
- Animal identification, registration, overpopulation and euthanasia  
Strategy: Increase registration and reduce overpopulation.
- Community Engagement  
Strategy: Ensure the community are kept well informed of Council services.
- Dog Attacks  
Strategy: Reduce impact of dog attacks on community and business.
- Compliance  
Strategy: Improve voluntary compliance.
- Training of Authorised Officers  
Strategy: Ensure that all staff involved in animal management obtain and maintain the knowledge and skills necessary to carry out their work efficiently, effectively and safely.
- Animal Health and Welfare  
Strategy: Promote animal health, welfare and emergency planning.
- Dangerous, Menacing and Restricted Breed Dogs  
Strategy: Effective management of Dangerous, Menacing and Restricted Breed Dogs.

The process and timelines for developing the draft DAMP, including consultation is shown in the table below:

Stage	Details	Timelines	Status
Community engagement phase	Online survey opens to obtain feedback regarding communities' views on animal management 'points of interest'	15 March – 15 April 2021	Completed
Analyse data	Prepare report of survey data	30 April 2021	Completed
Draft DAMP	Presentation of Draft DAMP to Council	21 July 2021- Council Briefing 28 July 2021 - Council Meeting	In progress

Community consultation	Seek feedback submission on draft plan from the community	15 August – 5 September 2021	
Review of submissions	Present findings and hear submissions of community consultation	6 October - Council Briefing 27 October - Council Meeting	
Adoption of DAMP	Present DAMP to Council for adoption	24 November - Council Meeting	
Submit finalised DAMP	Submit 2021-2025 Adopted DAMP to Secretary as per S68A(1) <i>Domestic Animals Act 1994</i>	4 December 2021	

In summary, the draft DAMP 2021 – 2025 has been developed through consultation with the community and is presented to Council for endorsement to be placed on public exhibition seeking community feedback. Once Council has received and considered the feedback, the DAMP will be presented to Council for formal adoption.

### **Council Plan/Strategies/Policies**

This report supports the *Council Plan 2017-2021 Our Place* strategy to “enhance community safety, resilience and liveability through improved planning, community engagement, and a fair and transparent approach to compliance”.

The development of this draft DAMP must consider Council’s recently adopted Community Engagement Policy and apply the principals of deliberative engagement.

### **Relevant Legislation**

*Domestic Animals Act 1994.*

### **Financial Implications and Risk**

Some of the actions of the Draft DAMP 2021-2025 will have future financial implications and will be considered in future budget processes.

Some minor costs will be incurred to promote and undertake public consultation sessions. These costs have been considered in the 2021-22 budget.

### **Conflict of Interest**

There are no declared conflicts of interest by Council officers in relation to this report.

### **Community and Stakeholder Consultation**

Community and key stakeholder consultation was undertaken through an online survey from 15 March to 15 April to get an understanding of the issues that were important to the community. These findings have formed the foundation for the development of the Draft DAMP 2021-2025. A summary report of the survey findings is attached.

It is planned to have the Draft DAMP 2021-2025 available for public exhibition from 15 August – 5 September 2021. During this time the Council will actively promote the Draft DAMP in accordance with the Community Engagement Policy. Officers will continue to work with key stakeholders and industry to seek input and advice to support the delivery of the Plan.

## 9 OUR PEOPLE

### 9.1 Murrindindi Shire 10 Year Community Vision

Attachment(s): Nil

#### Purpose

This report provides Council with the Murrindindi Shire 10 Year Community Vision for adoption.

#### Officer Recommendation

**That Council adopt the Murrindindi Shire 10 Year Community Vision.**

**“Through our combined efforts, our community is vibrant and resilient. We:**

- **are inclusive, embrace diversity and encourage the participation of all**
- **welcome new residents and visitors to enjoy and contribute to our shire**
- **respect and celebrate the cultural heritage of our First Nations People and those who have come before us**
- **actively support the current and future needs and aspirations of people of all ages and abilities**
- **enjoy, participate in and promote culture and the arts, sport and recreation**
- **are leaders in waste reduction and combating climate change**
- **protect our natural environment and biodiversity, and preserve our rural landscapes**
- **grow through managed land development, business entrepreneurship and enhanced learning opportunities.”**

#### Background

The *Local Government Act 2020* provides Council with clear requirements to develop a Community Vision, through engagement with the community. The Community Vision needs to be at least 10 years in scope and describe the social, economic, cultural, and environmental aspirations for the future of the municipality. It establishes higher-order aspirations for the community and ambitious goals for Council and the community to work towards collaboratively. Further, it informs Council’s strategic planning and broader partnerships with civil society, government and community organisations.

#### Discussion

The draft Community Vision was available for feedback via the following methods:

- the Loop (Council’s online community engagement platform)
- displayed on posters at our Library and Customer Service Centres
- email submissions invited
- advertised in traditional and social media, and
- emailed to previous participants of Shaping Our Future.

Councillors have received all submissions as part of their earlier briefing.

Twenty-six responses were received – with twenty-four coming via the Loop, one handwritten response returned via Library and Customer Service Centres and one submission via email.

Some minor changes have been made to the Community Vision in line with the feedback which was largely positive and is summarised in the following tables:

Summarised feedback	Officer comments
Vision is actually very good but is not applied in reality	Actions will come in Council Plan
Just jargon – could be any place	No change required

Lacks detailed action regarding environment	Actions will come in Council Plan
Wrong focus – need to focus on basic services	No change required
Philosophical opposition to concepts included in the draft	No change required
Aligns with Cittaslow	No change required
Detailed submission from Rotary Club of Alexandra re redevelopment of Council offices precinct	Submission will be referred to the Council Plan consultation
Kinglake to be preserved	No change required
Streamlined processes needed and more arts focus	No change – any actions would come in Council Plan
Change word <i>preserve</i> our natural environment to <i>protect</i>	Environment bullet point has been reworded
Change word <i>preserve</i> our natural environment to <i>regenerate</i> our natural environment	Environment bullet point has been reworded
Needs reference to older people and roads	Change made to reflect all people of all ages and abilities. Roads will be actioned in the Council Plan
Needs reference to older people and small business	Change made to reflect all people of all ages and abilities. Small business is covered under business entrepreneurship
Use words to generate a sense of shared responsibility/ownership Healthy lifestyles  Even stronger on business & tourism	Change made to reinforce shared ownership: “Through our combined efforts, our community is vibrant and resilient.”  No change re healthy lifestyles – any actions would come in Council Plan  Business is covered under business entrepreneurship
Put environment higher up the list and change word <i>preserve</i> our natural environment to <i>protect and actively promote appreciation and enjoyment</i> of our natural environment	Environment bullet point has been reworded
Change order for First Nations People point reference to be first on list  Strengthen point about children	Does not align with broad feedback – first bullet point encompasses inclusivity of all  Change made to reflect all people of all ages and abilities based on other feedback.
Change word <i>preserve</i> our natural environment to <i>care for</i> or <i>value</i> our natural environment  Add health and wellbeing	Environment bullet point has been reworded  Health and wellbeing – actions would come in Council Plan
Needs reference to older people	Change made to reflect all people of all ages and abilities based on other feedback
Wants to see examples of actions to help visualise	Actions will come in Council Plan

Needs to be stronger on new business support, examples provided	Business is covered under business entrepreneurship
Wants consultation with disability group on facilities	Actions will come in Council Plan
Strengthen First Nations reference  Strengthen focus on children – details provided  Change word <i>preserve</i> our natural environment to <i>enhance, improve, protect biodiversity</i>	Does not align with broad feedback – first bullet point encompasses inclusivity of all  Change made to reflect all people of all ages and abilities based on other feedback  Environment bullet point has been reworded

Based on these responses a revised Murrindindi Shire 10 Year Community Vision has been provided in the Officer recommendation above for Council's consideration.

### **Council Plan/Strategies/Policies**

This report supports the *Council Plan 2017-2021 Our People* strategy to “work with our community and groups to connect, collaborate and plan for our future”.

This report also demonstrates the application of Council's Community Engagement Policy, adopted in February 2021.

### **Relevant Legislation**

*Local Government Act 2020.*

### **Financial Implications and Risk**

The Community Vision will influence the Council Plan and the Financial and Asset Plans, as well as future Priority Action Plans. Potential impacts on current service delivery and budgeting will need to be considered within this planning.

### **Conflict of Interest**

There are no declared conflicts of interest by Council officers in relation to this report.

### **Community and Stakeholder Consultation**

The draft Community Vision has been developed through extensive community engagement through 'Shaping Our Future'.

## **10 OUR PROSPERITY**

## **11 OUR PROMISE**

### **11.1 Completion of Councillor Induction Program**

Attachment(s): Nil

### **Purpose**

The purpose of this report is to advise Council that all Councillors completed the required Councillor Induction Program in accordance with the requirements of the *Local Government Act 2020*.

**Officer Recommendation**

**That Council notes the Chief Executive Officer's advice that the Councillor Induction Program was completed by all Councillors in accordance with section 32 of the *Local Government Act 2020*.**

**Background**

Section 22 of the *Local Government Act 2020* states "A Councillor must complete Councillor induction training within 6 months after the day the Councillor takes the oath or affirmation of office". The Local Government (Governance & Integrity) Regulations 2020 set the requirements that the Induction Program must meet. Council implemented a comprehensive Induction Program for the Councillors which began upon the oath of office being taken by all Councillors on 16 November 2020.

**Discussion**

The Local Government Regulations required the Councillor Induction Program to cover the following:

- (a) the role of a Councillor, a Mayor and a Deputy Mayor;
- (b) the role of a Chief Executive Officer;
- (c) any practices, protocols or policies in relation to the interaction between members of Council staff and Councillors;
- (d) the overarching governance principles and the supporting principles;
- (e) the standards of conduct;
- (f) misconduct, serious misconduct and gross misconduct;
- (g) the internal arbitration process and the Councillor Conduct Panel process under Divisions 5 and 7 of Part 6 of the Act;
- (h) engagement and reconciliation with the traditional owners of land in the municipal district of the Council;
- (i) giving effect to gender equality, diversity and inclusiveness;
- (j) any other matters relating to governance and integrity which the Chief Executive Officer has determined should be addressed.

Council implemented a comprehensive 6-month Councillor Induction Program which addressed all of the above and included:

- Overview of each of the service areas of Council
- Legislative requirements – including the *Local Government Act 2020*, Planning and Environment Act 1987 and other key pieces of legislation
- Governance Rules and Council Meeting practices
- Occupational Health and Safety
- Introduction to Council's key strategic documents
- Media training
- Sessions organised by the Municipal Association of Victoria, Victorian Local Government Association and Local Government Victoria
- Workshops presented on various community interests
- Tour of the Shire.

The compulsory induction sessions were identified on the Induction Program and if a Councillor was unable to attend, the session was recorded for review when convenient. The Councillor then was required to confirm in writing that the session had been reviewed.

An Assembly of Councillors record was taken at each session, which noted the topics covered and the Councillors present. Each month at the Council Meeting the Assembly record was confirmed as being accurate by Council. The Acting Chief Executive Officer at the end of the 6-month period reviewed the audit of attendance to confirm that all Councillors had undertaken the required training,

Each of the Councillors have signed a declaration that they participated in all of the required compulsory sessions and these have been signed by Council's Chief Executive Officer.

### **Council Plan/Strategies/Policies**

This report supports the *Council Plan 2017-2021 Our Promise* strategic objective to "we will all work in collaboration with our communities to deliver the best possible outcomes in all that we do".

### **Relevant Legislation**

Section 32 of the *Local Government Act 2020* and the Local Government (Governance & Integrity) Regulations require Councillors to undertake an Induction Program set by the Chief Executive Officer in the first 6 months following the oath of office being taken.

### **Financial Implications and Risk**

Council undertook the Induction Program within the allocated budget. Sessions were primarily conducted by Council Officers and external providers were utilised for priority areas.

A comprehensive induction program assists Councillors in exercising their decision-making powers with confidence and knowledge, this is critical in mitigating risk.

### **Conflict of Interest**

There are no declared conflicts of interest by Council officers in relation to this report.

### **Community and Stakeholder Consultation**

Various external providers and community contacts were utilised to assist with ensuring that the Councillor Induction Program was a comprehensive introduction to Local Government and the role of a Councillor.

## **12 NOTICES OF MOTIONS**

## **13 MATTERS DEFERRED FROM PREVIOUS MEETING**

## **14 URGENT BUSINESS**

## **15 COUNCILLOR REPORTS**

### **15.1 Cr Karine Haslam**

### **15.2 Cr Ilona Gerencser**

### **15.3 Cr Eric Lording**

### **15.4 Cr John Walsh**

### **15.5 Cr Damien Gallagher**

**15.6 Cr Sue Carpenter****15.7 Cr Sandice McAulay - Mayoral Report****16 CHIEF EXECUTIVE OFFICER REPORT****17 ASSEMBLIES OF COUNCILLORS****Purpose**

This report presents the records of assemblies of Councillors for 23 June to 21 July, for Council to note in accordance with Section 80A of the *Local Government Act 1989* (the Act).

**Officer Recommendation**

**That Council receives and notes the record of assemblies of Councillors for 21 June to 23 July.**

**Background**

In accordance with Section 80A of the Act, written assemblies of Councillors are to be reported at an Scheduled Meeting of Council.

An assembly of Councillors includes advisory committees, where one or more Councillors were present, along with planned or scheduled meetings involving at least half of the Councillors and a Council officer.

A Councillor who has a conflict of interest at an assembly of Councillors, must disclose the conflict of interest, and leave the meeting while the matter is being discussed.

**Discussion**

A written record is required to be kept of every assembly of Councillors, including the names of all Councillors and staff at the meeting, a list of the matters considered, any conflict of interest disclosed by a Councillor, and whether a Councillor who disclosed a conflict left the meeting.

The following summary details are for 23 June to 21 July:

Meeting Name/Type	Council Pre-Meet
Meeting Date:	23 June 2021
Matters Discussed:	<ol style="list-style-type: none"> <li>1. Alexandra Landfill</li> <li>2. 2021/22 Budget Adoption</li> <li>3. Mayoral and Councillor Allowances</li> <li>4. Instruments of Delegation, Appointments and Authorisations</li> <li>5. Councillor Portfolio Policy</li> <li>6. Asset Insurance Premium</li> <li>7. Road Management Plan Review – Outcomes</li> <li>8. CONT21/11 – Eildon Swimming Pool Vinyl Liner Installation – Tender Evaluation</li> <li>9. CONT16/24 – Council Facilities Cleaning Services – Contract Variation</li> <li>10. CONT17/5 – Street Sweeping Services – Contract Variation</li> <li>11. CONT20/36 – Eildon Floating Cities – Contract Variation</li> </ol>

Councillor Attendees:		Cr S Carpenter, Cr D Gallagher, Cr K Haslam, Cr I Gerencser, Cr E Lording, Cr S McAulay, Cr J Walsh		
Council Officer Attendees:		L Bonazzi, M Chesworth, V Albicini, S Brown, T Carter, B Byrne, G Haylock, S Russell		
Conflict of Interest Disclosures: Yes				
Matter No.	Councillor making disclosure	Was a vote taken?	Did the Councillor leave the room?	When? Before or after discussion?
1.	Cr D Gallagher	No	No	There was no discussion of the matter

Meeting Name/Type		Briefing Session		
Meeting Date:		7 July 2021		
Matters Discussed:		<ol style="list-style-type: none"> <li>1. Guest Speaker - Dr. D. Paul Dalzell from Rev'd - Support for Refugees</li> <li>2. Council Plan Design – Session 1</li> <li>3. Community Events Calendar</li> <li>4. Eildon Splash and Skate Park – Detailed Design Update</li> </ol>		
Councillor Attendees:		Cr S Carpenter, Cr D Gallagher, Cr I Gerencser, Cr K Haslam, Cr S McAulay, Cr J Walsh		
Council Officer Attendees:		L Bonazzi, M Chesworth, V Albicini, S Brown, D Echeverry, S Russell, J Carns, A Paix, S Collier		
Conflict of Interest Disclosures: Nil				

Meeting Name/Type		Briefing Session		
Meeting Date:		14 July 2021		
Matters Discussed:		<ol style="list-style-type: none"> <li>1. Kinglake Village Developers presentation</li> <li>2. Community Satisfaction Survey</li> <li>3. Municipal Public Health and Wellbeing Plan</li> <li>4. Financial Plan - principles</li> </ol>		
Councillor Attendees:		Cr S Carpenter, Cr D Gallagher, Cr I Gerencser, Cr K Haslam, Cr E Lording, Cr J Walsh		
Council Officer Attendees:		L Bonazzi, M Chesworth, V Albicini, S Brown, S Collier, N Carter, J Barrie, G Haylock		
Conflict of Interest Disclosures: Nil				

Meeting Name/Type		Workshop Session		
Meeting Date:		21 July 2021		
Matters Discussed:		<ol style="list-style-type: none"> <li>1. Capital Works Monthly Report</li> <li>2. Waste Strategy – Community Engagement</li> <li>3. Climate Change Discussion Paper</li> <li>4. Community Planning – Eildon</li> <li>5. Draft Community Vision – Community Feedback</li> <li>6. Council Plan Design – Session 2 – Major Initiatives and Performance Indicators</li> <li>7. Domestic Animal Management Plan</li> <li>8. VicForests Timber Release Plan – Council Submission</li> </ol>		
Councillor Attendees:		Cr S Carpenter, Cr D Gallagher, Cr I Gerencser, Cr K Haslam, Cr E Lording, Cr S McAulay, Cr J Walsh		
Council Officer Attendees:		L Bonazzi, M Chesworth, V Albicini, S Brown, S Russell, B Scott, B Byrne, J Kirkwood, S Collier, A Paix, D Echeverry, N Stewart, C Southurst		

Conflict of Interest Disclosures: Nil
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### Council Plan/Strategies/Policies

This matter is consistent with the *Council Plan 2017-2021* Our Promise strategy to 'expand our communication'.

### Relevant Legislation

For full details of Council's requirement for assemblies of Councillors, refer to Section 80A of the *Local Government Act 1989*.

### Financial Implications and Risk

There are no financial or risk implications.

### Conflict of Interest

Any conflicts of interest are noted in the assembly of Councillors tables listed above.

## 18 SEALING REGISTER

File Reference	Date Seal Affixed	Description of Documents	Signatures of Persons Sealing
CONT21/10	19 July 2021	Formal Instrument of Agreement between Murrindindi Shire Council and Fineblade Pty Ltd for Anne and Mary Street Yea - Sealing Upgrade 2020/2021	Livia Bonazzi Cr Sandice McAulay
CONT20/34	19 July 2021	Formal Instrument of Agreement between Murrindindi Shire Council and JF Studio Pty Ltd for Eildon Reserves - Improvement Plan - Stage 2 - 2020-2021	Michael Chesworth Cr Sandice McAulay
CONT21/2	19 July 2021	Formal Instrument of Agreement between Murrindindi Shire Council and Bells Civil Excavations Pty Ltd for Kinglake Streetscape Redevelopment - 2021	Michael Chesworth Cr Sandice McAulay

### Officer Recommendation

**That the list of items to which the Council seal has been affixed be noted.**