

Murrindindi
Shire Council

MINUTES
of the
ORDINARY MEETING OF COUNCIL
held on
WEDNESDAY 21 DECEMBER 2016
in the
ALEXANDRA COUNCIL CHAMBER
commencing at
6.00 pm

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1. PRAYER, OATH & RECONCILIATION STATEMENT

The meeting was opened with Prayer and reading of the Oath and Reconciliation Statement.

2. APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

REF: SF/306

There were no apologies or requests for leave of absence tendered.

Present:

Crs C Bisset (Chair), S McAulay, R Bowles, J Ashe, L Dunscombe, E Lording, M Rae

In attendance:

Chief Executive Officer: Margaret Abbey

General Manager Corporate and Community Services: Michael Chesworth

Acting General Manager Infrastructure and Development Services: John Canny

Manager Business Services: Andrew Bond

Manager Communications Library & Customer Services: Jacqui Rabel

Manager Development Services: Shivaun Brown

Manager Community Services: Naomi McNamara

Coordinator Statutory Planning: Karen Girvan

Governance Officer: Audrey Kyval

3. CONFIRMATION OF MINUTES

➤ Minutes of the Ordinary Meeting of Council held on 23 November 2016

Officer Recommendation:

That the Minutes of the Ordinary Meeting of Council held on 23 November 2016 be confirmed.

RESOLUTION:

Cr L Dunscombe / Cr R Bowles

That the Minutes of the Ordinary Meeting of Council held on 23 November 2016 be confirmed.

CARRIED

4. DISCLOSURES OF INTEREST OR CONFLICT OF INTEREST

REF: SF/783

Cr L Dunscombe declared an indirect conflict of interest by close association under section 78 of the *Local Government Act 1989* regarding item 13.3.

5. PUBLIC PARTICIPATION TIME

5.1 QUESTIONS OF COUNCIL

Two questions were received from Mr Jack Russell:

Question 1 What is the reason given that Councillors will not talk to:

- a. Myself
- b. Council ground staff etc.?

Question 2 When is Council going to reply to matters raised - being:

- a. Outstanding FOI applications
- b. Work safety and public risk issues
- c. Questions put to Open Council and unanswered within the 10 day period
- d. What reasons for delays?

The Chief Executive Officer responded:

Question 1 Mr Russell's restriction on engagement with Councillors, officers and withdrawal of license to attend Council facilities has been repeatedly addressed and most recently via correspondence of 16 December 2016.

Question 2 Mr Russell's concerns have been addressed via correspondence, most recently of 16 December 2016.

One question was received from Mr Jack Russell, purporting to represent the "Yea and District Progress Association":

Question 1 At last the 79 areas of Local Government and the general public have a comprehensive 184 page report on the findings by the Victorian Councils to serve the public and to have Council meetings recorded and with mandatory Councillor training recommended, amongst many other concerns for closed meetings to be more transparent in office. What is Council doing to comply and to report to the public?

The Chief Executive Officer responded:

Question 1 Council notes the release of the Victorian Ombudsman's report of December 2016 on transparency in Local Government and its recommendations.

The current review of the Local Government Act may well incorporate some or all of these recommendations in the new legislation that is scheduled to be brought before the State Parliament in 2017.

Council also notes its strong performance in transparency in local government, as reported on the knowyourcouncil website, with only 8.16% of all Council resolutions made at meetings closed to the public, below the state average of 11.57%.

5.2 OPEN FORUM

REF: SF/130

Bev Johns spoke on behalf of Charles Clancy and spoke against the Amendment C57, Murrindindi Planning Scheme and Proposed Planning Permit No 2016/2 – Kinglake West Service Station (item 6.1 on the agenda).

Bev Johns spoke against the Amendment C57, Murrindindi Planning Scheme and Proposed Planning Permit No 2016/2 – Kinglake West Service Station (item 6.1 on the agenda).

RESOLUTION:

**Cr E Lording / Cr J Ashe
That Standing Orders be suspended.**

CARRIED

The meeting was suspended at 6.13 pm.

RESOLUTION:

**Cr E Lording / Cr S McAulay
That Standing Orders be resumed.**

CARRIED

The meeting was resumed at 6.14 pm.

Bev Johns spoke on behalf of Tony and Glenda Annal and spoke against the Amendment C57, Murrindindi Planning Scheme and Proposed Planning Permit No 2016/2 – Kinglake West Service Station (item 6.1 on the agenda).

Mavis Bateman spoke against the Amendment C57, Murrindindi Planning Scheme and Proposed Planning Permit No 2016/2 – Kinglake West Service Station (item 6.1 on the agenda).

David Vorchheimer of HWL Ebsworth Lawyers spoke in support of the Amendment C57, Murrindindi Planning Scheme and Proposed Planning Permit No 2016/2 – Kinglake West Service Station (item 6.1 on the agenda).

5.3 PETITIONERS SPEAKING TO PETITIONS

REF: SF/132

AMENDMENT C57 PLANNING SCHEME

REF: 16/73198 & 16/73208

Attachments: (Petitions –circulated to Councillors under separate cover)

Council received two petitions relating to the proposed amendment to the C57 Planning Scheme, that were considered by Council at item 6.1.

The first petition requested:

1. The local Council and Councillors to approve the development for Lot 7, 1230 Whittlesea Kinglake Road, Kinglake West

The petition was signed by 19 people. The head petitioner was David Vorchheimer of HWL Ebsworth Lawyers.

The second petition requested the rejection of Amendment C57 on the following grounds:

1. Impact of traffic, noise, lighting and pollution
2. Impact on neighbourhood character and detrimental effect on neighbouring properties
3. Environmental impact on the headwaters of the King Parrot Creek
4. Increase the bushfire risk for this area placing lives and property at risk
5. Land was only rezoned and subdivided two years ago. It should not be rezoned township in such a short time. Current township sites which have had commercial ventures should be used first before others are created.
6. The proposed shopping complex is too large and will take over half of the 5 acre site. Not the location for this development.

The petition was signed by 24 people. The head petitioner was Bev Johns.

Officer Recommendation:

That the petitions be received, noted and considered at item 6.1.

RESOLUTION:

Cr E Lording / Cr M Rae

That the petitions be received, noted and considered at item 6.1.

CARRIED

The Chairperson closed Public Participation Time.

Cr M Rae foreshadowed her intent to propose an alternative motion for item 13 on the agenda.

6. OFFICER REPORTS

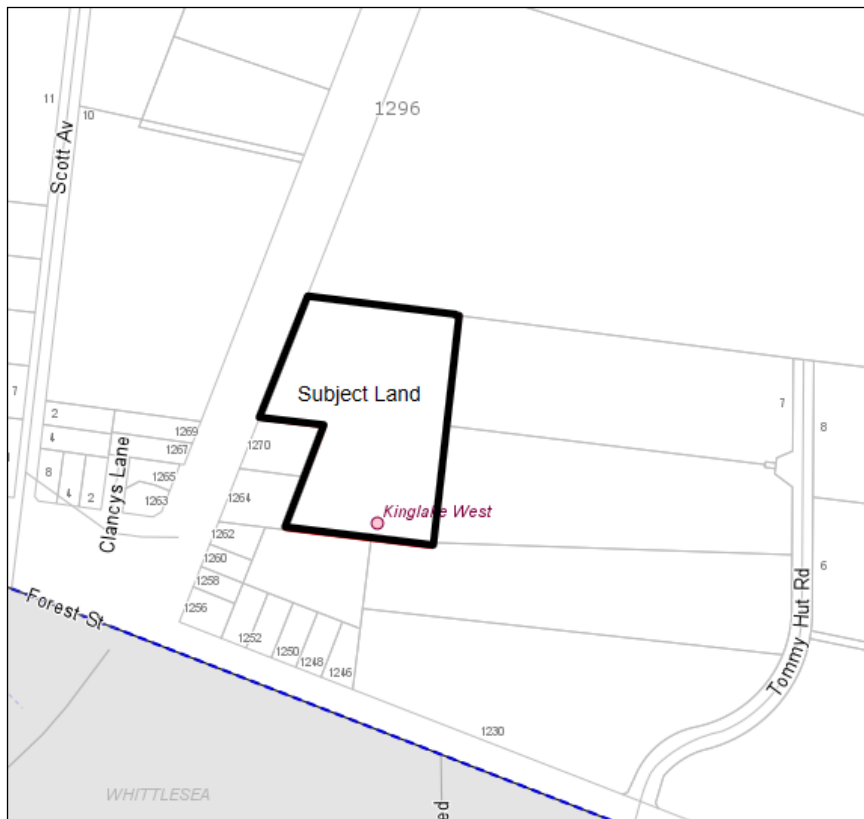
6.1 AMENDMENT C57, MURRINDINDI PLANNING SCHEME AND PROPOSED PLANNING PERMIT NO 2016/2 – KINGLAKE WEST SERVICE STATION

REF: 16/54125 (SF/2321)

Attachments: Amendment and Planning Permit Documents (refer *Attachment 6.1a* – TRIM 16/69428)

Summary of Submissions to Amendment C57 and Proposed Planning Permit No 2016/2 (refer *Attachment 6.1b* – TRIM 16/48919)

Officer Recommended Changes (refer *Attachment 6.1c* – TRIM 16/70512)
(submissions distributed to Councillors separately)

Locality Plan:**Purpose:**

The purpose of this report is to outline submissions received to the combined Amendment C57 and proposed Planning Permit No 2016/2 and seek a Council resolution to refer submissions to an independent panel for consideration.

Officer Recommendation:

That:

Having prepared and exhibited Amendment C57 to the Murrindindi Planning Scheme and Planning Permit No 2016/2 under Section 96A of the *Planning and Environment Act 1987*;

Having in accordance with section 12 of the *Planning and Environment Act 1987* had regard to the Minister's directions and the Victoria Planning Provisions, and taken into account any significant effects which the planning scheme might have on the environment or that the environment might have on use or development envisaged in the planning scheme or amendment and taken into account the social and economic effects;

Having considered all submissions to Amendment C57 to the Murrindindi Planning Scheme and Planning Permit No 2016/2 under Section 22 of the *Planning and Environment Act 1987*;

Murrindindi Shire Council resolves that:

1. Under Section 23 of the *Planning and Environment Act 1987*, all submissions to Amendment C57 to the Murrindindi Planning Scheme be referred to an independent panel appointed under Part 8 of the *Planning and Environment Act 1987*;
2. The summary of submissions to Amendment C57 (*Attachment 6.1b*) be adopted as Council's position on the submissions that will be presented to an independent panel;
3. *Attachment 6.1c* be adopted as Council's additional recommended changes to the proposed amendment that will be presented to an independent panel;

4. Each submitter to Amendment C57 be notified in writing of Murrindindi Shire Council's position regarding their submission and informed of the forthcoming independent panel process.

Background:

In 2015, an application for combined planning permit and amendment to the Murrindindi Planning Scheme to facilitate a service station and associated uses and developments at 1274 Whittlesea – Yea Road, Kinglake West was lodged with Council by PLANIT on behalf of G & A Bonnadio.

The proposal is for:

1. Amendment C57: Rezone the land from Rural Living Zone to Township.
2. Planning Permit No 2016/2 for the use and development of the land for service station, convenience shop, postal agency, food and drink premises and associated car parking and internally illuminated identification pole sign.

Proposed Planning Permit 2016/2 was drafted with appropriate conditions after initial consultation with the relevant authorities. The proposed planning permit was supported by site and elevation plans, landscape plan, biodiversity assessment report, plan of location and details of the proposed sign, traffic impact assessment report, explanatory report, bushfire assessment, and feature survey.

Section 96A of the *Planning and Environment Act 1987* provides an opportunity for a combined application to be made for both a planning scheme amendment and a planning permit. The intent of this combined permit/amendment process is to provide an integrated approach to both amending the scheme and approving a specific proposal, providing only one exhibition process and review opportunity. The combined procedure follows the planning scheme amendment process, not the application for planning permit process. The proposal is therefore exhibited as an amendment, with the review process for hearing unresolved submissions being a planning panel, not the Victorian Civil and Administrative Tribunal (VCAT).

The Minister authorised Council to exhibit the amendment and permit on 7 April 2016. The combined permit/amendment was exhibited between 4 August and 5 September 2016, with notice being given to adjoining and nearby landowners, relevant referral agencies and the relevant ministers.

Following exhibition, twelve submissions were received, eight from private landowners or organisations, four from authorities. Five private submissions raised objections to the proposal and three were supportive. A summary of submissions is attached as *Attachment 6.1b*.

Council Plan/Strategies:

The proposed amendment is consistent with the Our Environment goal in the Murrindindi Shire Council Plan 2013-2017, specifically in relation to the strategic objectives and directions relating to Planning for Urban Growth and implementing ongoing changes to the Murrindindi Planning Scheme.

The proposed amendment also supports the local community by providing more services and facilitating further commercial opportunities.

Legal/Policy Issues:

There are no legal or policy issues associated with the exhibited amendment. Amendment C57 does not propose any changes to the Local Planning Policy Framework.

Amendment C57 complies with the Local Planning Policy Framework, in particular implementing the Clause 21.03 (Economic Development), Clause 21.03-1 (Business and Industry) strategies:

- Revitalise economies and employment in towns and communities affected by natural disasters, including the 2009 bushfires
- Strengthen the role and identity of townships, including establishing new and/or reinstating businesses within the commercial centres of Kinglake, Kinglake West – Pheasant Creek.

Financial/Resources/Risk:

The proponent has paid prescribed fees for the combined permit/amendment to date and agreed to pay all subsequent fees and any panel hearing costs.

Consultation:

Amendment C57 and proposed Planning Permit No 2016/2 were exhibited between 4 August and 5 September 2016, with notice given to directly affected and adjoining landowners, relevant departments and authorities and prescribed Ministers. Twelve submissions were received; four from referral agencies and eight from private submitters, five objecting to the proposal.

A summary of the submissions to the combined permit and amendment, including officer recommendations, are attached as *Attachment 6.1b*.

Discussion:

Key issues raised in submissions are:

- Consistency/inconsistency with the Kinglake Flowerdale Toolangi Strategy Plan
- Neighbourhood character
- Bushfire management and protection
- Amenity impacts on adjoining properties – lighting, odours, privacy, noise
- Vegetation removal
- Impact of proposal on waterways and drainage
- Traffic safety
- Proposed hours of operation
- Waste management

It is considered that key land use issues raised in submissions have been satisfactorily addressed and implemented through assessments prepared for the proposal, proposed exhibited conditions for proposed Planning Permit No 2016/2 and additional permit conditions required by the Environment Protection Authority (EPA), VicRoads and Department of Environment, Land, Water and Planning (DELWP). The summary of submissions (*Attachment 6.1b*) gives further detail and discussion of these key land use issues raised in submissions. It is noted that the EPA, VicRoads, DELWP and Goulburn-Murray Water submissions relate to most of these key land use issues raised in submissions and that all of these authorities consented to the exhibited proposal, with EPA, VicRoads, DELWP requiring additional permit conditions.

The subject land lies within the area affected by the *Kinglake Ranges, Flowerdale and Toolangi Plan and Design Framework*, a reference document to the Murrindindi Planning Scheme. The framework provides a vision for a sustainable future for the local communities of Kinglake, Kinglake Central, Kinglake West/Pheasant Creek, Flowerdale and Toolangi, supporting limited growth within the area. An area centred on the Whittlesea-Kinglake Road and Whittlesea-Yea Road intersection has been designated as an 'activity node' in the Kinglake West/Pheasant Creek Design Framework. Although the subject land does not lie entirely within the designated activity node, it is immediately adjacent to this area and is considered to form a natural extension to this activity centre of Kinglake West. While the framework is a reference document to the

Murrindindi Planning Scheme, the designated activity is considered to be indicative only, providing general direction for future land use but allowing some minor amendment to identified strategic directions.

As there is no available land adjacent to the present township of the size required to establish the proposed use and development, it is considered appropriate to extend the 'activity node' and rezone the subject land to Township to facilitate the proposed use and development. The proposed use and development are considered to be suitable land uses and development that will complement an established township centre.

A Section 173 agreement is required in conjunction with Amendment C57. The agreement would require that the use of the subject land is restricted to a service centre, incorporating a service station, retail stores, food outlets and car parking, also specifying that the land cannot be used for accommodation (including dwellings) or be further subdivided. Officers would ensure that this agreement is implemented before Amendment C57 is eventually adopted by Council.

The summary of submissions (*Attachment 6.1b*) list all of the submissions received in relation to the proposed amendment with the main focus from private landowners relating to general amenity issues, the environment, traffic movements and conformity with the provisions of the Murrindindi Planning Scheme. The support submissions are less detailed but relate to the positive economic impact of the proposed development on the local community.

Attachment 6.1c includes an additional officer recommendation to remove the Development Plan Overlay 3 (Rural Living Zone) (DPO3) from the subject land being rezoned from Rural Living to Township. Once rezoned to Township, the DPO3 is inappropriate for the land, creating confusion and applying an unnecessary overlay.

As submissions to the proposed amendment and planning permit cannot be fully resolved, Council cannot adopt the amendment at this stage and must refer submissions to an independent panel for consideration. A panel will hear submissions and report to Council on the merits of the amendment and submissions. To allow all submissions to be considered in context, all submissions to the proposed amendment and planning permit, both supporting and objecting, should be referred to an independent panel.

The attached summary of submissions will form the basis of Council's submission to the panel for Amendment C57 and proposed Planning Permit 2016/2. Following consideration of a panel report, Council may then adopt the amendment, with or without changes, and submit it to the Minister for final approval.

Conclusion:

The proposed amendment and planning permit have been prepared by the proponent to facilitate a service station and associated commercial development at the northern edge of the Kinglake West township. As the submissions to the proposed amendment and planning permit cannot be fully resolved, Council must either refer submissions to an independent panel for consideration as set out in the recommendation or alternatively resolve to abandon the amendment.

RESOLUTION:

Cr M Rae / Cr S McAulay

That:

Having prepared and exhibited Amendment C57 to the Murrindindi Planning Scheme and Planning Permit No 2016/2 under Section 96A of the *Planning and Environment Act 1987*;

Having in accordance with section 12 of the *Planning and Environment Act 1987* had regard to the Minister's directions and the Victoria Planning Provisions, and taken into account any significant effects which the planning scheme might have on the environment

or that the environment might have on use or development envisaged in the planning scheme or amendment and taken into account the social and economic effects;

Having considered all submissions to Amendment C57 to the Murrindindi Planning Scheme and Planning Permit No 2016/2 under Section 22 of the *Planning and Environment Act 1987*;

Murrindindi Shire Council resolves that:

1. Under Section 23 of the *Planning and Environment Act 1987*, all submissions to Amendment C57 to the Murrindindi Planning Scheme be referred to an independent panel appointed under Part 8 of the *Planning and Environment Act 1987*;
2. The summary of submissions to Amendment C57 (*Attachment 6.1b*) be adopted as Council's position on the submissions that will be presented to an independent panel;
3. *Attachment 6.1c* be adopted as Council's additional recommended changes to the proposed amendment that will be presented to an independent panel;
4. Each submitter to Amendment C57 be notified in writing of Murrindindi Shire Council's position regarding their submission and informed of the forthcoming independent panel process.

CARRIED

Cr R Bowles left the Chamber at 6.33 pm during the consideration of item 6.1.

Cr R Bowles returned to the Chamber at 6.35 pm prior to Council resolving on item 6.1.

6.2 ANNUAL REPORT 2015-2016

REF: 16/64896 (SF/286)

Attachments: Annual Report 2015-16 (refer *Attachment 6.2* – TRIM 16/51782)

Purpose:

This report presents the Annual Report for the period 1 July 2015 to 30 June 2016 for Council's consideration.

Officer Recommendation:

That Council formally considers and endorses the Annual Report of the Murrindindi Shire Council for the 2015-2016 financial year.

Background:

Sections 131 and 134 of the *Local Government Act 1989* set out the requirements for the preparation, public exhibition and consideration by Council of the Annual Report. These requirements also include the forwarding of a copy of the Annual Report to the Minister for Local Government by 30 September each year.

Subject to Council's consideration and endorsement of the Council's Annual Report 2015-2016 at this meeting and giving public notice of its endorsement, all statutory requirements associated with the Annual Report will have been met.

The Annual Report 2015-2016 details Council's performance over the past 12 months in achieving the objectives and activities of the Council Plan 2013–2017 and the 2015–2016 Annual Budget.

A copy of the Annual Report 2015-2016 is contained in *Attachment 6.2*.

Council Plan/Strategies:

The preparation of the Annual Report supports the goal to provide strategic leadership and effective governance that supports the aspirations of the community, as contained in the Council Plan 2013-2017.

Legal/Policy Issues:

As per Section 134 of the *Local Government Act 1989*, it is a requirement that the Annual Report be considered by Council after Council has sent the annual report to the Minister. There is also a statutory requirement of a 14-day period of public notice prior to the consideration of the Annual Report by Council.

Financial/Resources/Risk:

The Annual Report includes the audited Financial Report and Standard Statements for the 2015–2016 financial year which were approved by Council at its September 2016 Ordinary meeting.

Discussion:

The Annual Report 2015-2016 details the Council's performance in achieving the strategic objectives set out in 2013-2017 Council Plan and the 2015-2016 Budget.

Whilst the Report lists many achievements for the year, some highlights include:

- Council undertook a diverse range of advocacy activities on behalf of the local community, including advocacy to:
 - relevant authorities and a Senate enquiry on the local impacts of the Murray Darling Basin Constraints Management Plan
 - the Federal Government and National Broadband Network Co. (NBN) about addressing mobile black spots and improving information on the NBN rollout timetable
 - VicRoads regarding local impacts of the Goulburn Valley Highway speed restrictions and proposed road safety works
- Agreement was reached with the State Government to transfer financial responsibility from Council to the State for managing and maintaining several public housing properties in the Shire
- Council completed a review of its aged and disability services to support the transition of Home and Community Care to the Commonwealth Home Support Program
- A gender equity statement of commitment was adopted by Council as part of a broader commitment to the prevention of violence against women and children
- The Watts Working Better Project was completed which saw the replacement of over 500 street lights in the Shire with energy efficient lighting technology
- Significant reductions in the growth of Council's Infrastructure Renewal Gap were achieved during the year through application of additional grant funding and substantial efficiency improvements and cost savings
- The Murrindindi Investment Prospectus was completed to promote investment opportunities within the Shire, with a dedicated website going live in June

Consultation:

The statutory period of providing public notice of at least 14 days prior to the consideration of the Annual Report by Council, as required under the *Local Government Act 1989*, has been complied

with and included public notification on Council's website and in local newspapers as per the following:

Publication	Publishing Date(s)
<i>Alexandra & Eildon Standard</i>	7 & 14 December 2016
<i>Yea Chronicle</i>	7 & 14 December 2016
<i>Marysville Triangle</i>	2 & 9 December 2016
<i>North Central Review</i>	6 & 13 December 2016
<i>Council Website</i>	2 December 2016

The Annual Report has been forwarded to the Minister for Local Government in accordance with statutory requirements and has been confirmed as received.

Conclusion:

The presentation of the Annual Report is an important milestone in recognising the significant achievements of Council in 2015–2016.

RESOLUTION:

Cr E Lording / Cr L Dunscombe

That Council formally considers and endorses the Annual Report of the Murrindindi Shire Council for the 2015-2016 financial year.

CARRIED

6.3 PROPOSED DISCONTINUANCE OF UNUSED ROADS ON CROWN LAND AT LECKIE PARK, ALEXANDRA

REF: 16/70111 (SF/794 & SF/993)

Attachments: Discontinuance of Roads Plan (refer *Attachment 6.3a* - TRIM 16/69960)
Feature Plan of Leckie Park (refer *Attachment 6.3b* - TRIM 16/69954)

Purpose:

The purpose of this report is to seek a Council resolution to commence the statutory processes for the discontinuance of roads (as per the attached plan) and transfer of the land to the Crown to enable leases with the Alexandra Bowling Club and the Alexandra Tennis Club to be finalised.

Officer Recommendation:

That Council acting under Section 206 and Clause 3 of Schedule 10 to the *Local Government Act 1989*:

1. Authorises the Chief Executive Officer to sign all documents and undertake all administrative procedures in respect of the proposed discontinuance of the Roads.
2. Council resolves to publish notice of Discontinuance of the Roads in the Victoria Government Gazette.
3. Requests the relevant Minister to transfer the land to the Crown.
4. Enters into a lease under Section 17D of the *Crown Land (Reserves) Act 1978* with the Alexandra Bowling Club.
5. Enters into a Deed of Variation or new lease with the Alexandra Tennis Club under Section 17D of the *Crown Land (Reserves) Act 1978*.

Background:

In 2008, Council requested the Department of Environment, Land, Water and Planning (DELWP) to prepare a lease between Council and the Alexandra Bowling Club over the Bowling Club site on Leckie Park in Alexandra.

At that time DELWP advised that two unused Government roads transected the area of the proposed lease and these roads would need to be discontinued and transferred to the Crown to enable the lease to proceed (refer *Attachments 6.3a* and *6.3b*).

Council now wishes to recommence this process and put in place a formal arrangement with the Alexandra Bowling Club for its use of the land.

It has also come to light that an unused Government road transects the Alexandra Tennis Club site on Leckie Park of which the Club has no tenure over (refer *Attachments 6.3a* and *6.3b*).

A three (3) year lease commencing 1 November 2013 exists with the Alexandra Tennis Club with options of two (2) further terms of three (3) years.

Further, the Alexandra Tennis Club has recently requested Council to review the conditions of this lease with regard to ground maintenance obligations.

There are two further unused Government roads transecting the Leckie Park area that are not required as roads as they are in paper form only and their closure will have no material impact.

The land is reserved Crown Land for Public Recreation and Water Supply purposes with Council as the Committee of Management.

Council Plan/Strategies:

This report is consistent with the Council Plan 2013-2017 strategic objectives to apply a whole of life approach to the management and maintenance of Council's assets and Council will actively engage with our communities to increase participation and community input.

Legal/Policy Issues:

Council is required to discontinue the roads under Section 206 and Clause 3 of Schedule 10 of the *Local Government Act 1989* by a notice published in the Government Gazette and then transfer the land to the Crown.

Financial/Resources/Risk:

Preparation of a title plan and legal expenses associated with the notice in the Government Gazette will be met by Council.

Discussion:

The statutory processes associated with the proposed discontinuance of roads and transfer of the land to the Crown, include the following:

- Council's agreement to the unused roads to be discontinued
- Publication of the notice of discontinuance in the Victoria Government Gazette
- Reservation of the land as Crown Land by the Minister

Council will then be in a position to negotiate with the Alexandra Bowling Club a formal lease under Section 17D of the *Crown Land (Reserves) Act 1978* for the site.

A Deed of Variation or new lease with the Alexandra Tennis Club is proposed to address the tenure issue over the area of the lease containing the discontinued road. Further variations to the

lease may be made if proposed discussions between Council and the Alexandra Tennis Club reveal that changes with respect to grounds maintenance obligations are warranted.

Discontinuance of two further unused Government roads transecting the Leckie Park area that are not required as roads will compliment this process.

Consultation:

There has been consultation with DELWP representatives as to the process, with community engagement not required as the roads are in paper form only and have no material impact.

Conclusion:

This discontinuance and transfer of the roads to the Crown places Council into a position to formalise a lease with the Alexandra Bowling Club for their site, rectify aspects of the lease with the Alexandra Tennis Club and remove other unused roads from the Leckie Park area.

RESOLUTION:

Cr M Rae / Cr J Ashe

That Council acting under Section 206 and Clause 3 of Schedule 10 to the *Local Government Act 1989*:

- 1. Authorises the Chief Executive Officer to sign all documents and undertake all administrative procedures in respect of the proposed discontinuance of the Roads.**
- 2. Council resolves to publish notice of Discontinuance of the Roads in the Victoria Government Gazette.**
- 3. Requests the relevant Minister to transfer the land to the Crown.**
- 4. Enters into a lease under Section 17D of the *Crown Land (Reserves) Act 1978* with the Alexandra Bowling Club.**
- 5. Enters into a Deed of Variation or new lease with the Alexandra Tennis Club under Section 17D of the *Crown Land (Reserves) Act 1978*.**

CARRIED

6.4 MURRINDINDI ENVIRONMENT ADVISORY COMMITTEE

REF: 16/70164 (SF/1078)

Attachments: Draft Minutes of the Murrindindi Environment Advisory Committee Meeting held 22 November 2016 (refer *Attachment 6.4* - TRIM 16/66400)

Purpose:

To inform Council on the matters considered by the Murrindindi Environment Advisory Committee (MEAC).

Officer Recommendation:

That Council note the draft minutes of the MEAC meeting held on 22 November 2016.

RESOLUTION:

Cr M Rae / Cr S McAulay

That Council note the draft minutes of the MEAC meeting held on 22 November 2016.

CARRIED

6.5 AUDIT ADVISORY COMMITTEE MINUTES

REF: 16/71115

Attachments: 2016-12-08 Audit Advisory Committee Minutes (refer *Attachment 6.5* – TRIM 16/69643)***Purpose:***

To inform Council on the matters considered by the Audit Advisory Committee.

Officer Recommendation:

That Council note the minutes of the Audit Advisory Committee meeting held on 8 December 2016.

RESOLUTION:**Cr M Rae / Cr L Dunscombe****That Council note the minutes of the Audit Advisory Committee meeting held on 8 December 2016.****CARRIED****7. SEALING REGISTER**

REF: 13/6325

<i>File Reference</i>	<i>Date Seal Affixed</i>	<i>Description of Documents</i>	<i>Signatures of Persons Sealing</i>
SF/1821	25 November 2016	Deed of Variation of Contract between Murrindindi Shire Council and David Anthony Stirling for property 23 Murchison Street, Marysville Victoria 3779	Margaret Abbey Cr Sandice McAulay
SF/1821	8 December 2016	Agreement Made Pursuant to Section 173 of the <i>Planning and Environment Act 1987</i> - Property: 23 Murchison Street, Marysville between Murrindindi Shire Council and Iris Flower Pty Ltd	Margaret Abbey Cr Charlotte Bisset
CONT16/23	9 December 2016	Formal Instrument of Agreement between Murrindindi Shire Council and Alpine Civil Pty Ltd for CONT16/23 2016/17 Gravel Road Resheeting Program	Margaret Abbey Cr Sandice McAulay

Officer Recommendation:

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

RESOLUTION:**Cr M Rae / Cr E Lording****That the list of items to which the Council seal has been affixed be noted.****CARRIED**

8. COUNCILLOR PORTFOLIO REPORTS

8.1 LAND USE PLANNING PORTFOLIO

Cr M Rae:

I am pleased to be able to present the first report as Portfolio Councillor for Land Use Planning. As you will be aware, the Planning area continues to perform at a high level, as evidenced by the quarterly reports. Performance against statutory timeframes for issuing permits under the *Planning and Environment Act* continues to improve year on year and our benchmarked performance against rural municipalities and statewide is impressive. This can be confirmed by accessing the State Government's 'Know Your Council' website.

Whilst it can sometimes seem as if a significant part of a Council meeting agenda is taken up with planning matters, it is salutary to reflect on the fact that approximately 94% of all applications are dealt with by planning officers in a very straightforward manner under delegation. This leaves a very small percentage for consideration by Council either because of objections or legislative requirements. Significant work takes place in working with proponents and with the community who may be concerned about a particular application and meetings are held so that concerns can be expressed and responses provided. As Portfolio Councillor I am already actively engaged in this process with a recent meeting taking place in Kinglake and another to take place elsewhere in the new year and look to seeing this process continue as and when appropriate.

There are also longer term issues which take time to resolve. One of these is the matter of Intensive Animal Husbandry. Following the State Government's action in setting up the Animal Industries Advisory Committee in October 2015 a report was presented to the State Government in April 2016 containing 37 recommendations. In October 2016 the Government responded with a framework 'Planning for Sustainable Animal Industries' which specified 12 actions to be taken over a variable timeframe. The first seven were identified as relatively straightforward and to be completed within six months subject to targeted consultation. We look forward to the outcomes and to the guidance to be provided to industry and to Councils in managing this vital and challenging area going forward.

From a broader perspective, in my role as Councillor I am pleased to report that I had the privilege of opening the Kinglake Ranges Rotary Art Show, I attended the Annual General Meeting of Alexandra District Health, the Acheron Tennis Club resurfacing celebrations, a meeting of the Alexandra District Traders and Tourism Association, a meeting of the Alexandra 150th Steering Committee, and participated in St Luke's Church Annual Carol Service in Yea. Not to mention looking forward to our own Carols by Candlelight here in Alexandra this Friday evening to which all are welcome.

8.2 ECONOMIC DEVELOPMENT PORTFOLIO

Cr J Ashe:

I attended the following events:

- Eildon / Thornton Tourism Business Networking Evening
- Regional Partnerships Assembly in Shepparton
- Central Ranges Local Learning and Employment Network (CRLLEN) board meeting
- Goulburn Broken Greenhouse Alliance
- Acheron Tennis Club Court Resurfacing Opening

8.3 INFRASTRUCTURE AND WASTE PORTFOLIO

Cr E Lording:

The contracts for the Sealed Roads Program and the Gravel Road Resheeting Program have been awarded and work is due to commence in late January, next year. The program of the timing of these works will be finalised and issued in January.

Preliminary and geotechnical investigations are about to commence on Dairy Creek Road bridge and Fairview Road bridge which are due to be replaced this financial year. This work is required to develop specifications for the tendering process. The geotechnical investigation will occur at both sites on 24 January 2017 and will require a short term road closure on Dairy Creek Road for a maximum of two days. While Fairview Road bridge will not be closed, users may experience some delays.

Works at Leckie Park Pavilion to refurbish the current change rooms, install a new toilet block, an accessible entry and viewing area are due to commence in mid January.

Stage 2 construction at the Yea Regional Saleyards has commenced with the extension of the existing roof almost complete. Work on the scales, scale house, holding pens and B-Double ramp are expected to commence in late January. The project is on schedule and cattle sales have been able to proceed with only minimal inconvenience.

Alexandra Leachate Pond project has now reached practical completion and documentation is to be prepared for submission to the Auditor and ultimately for Environment Protection Authority (EPA) approval. Final approval to be able to use the Leachate Pond is expected before June 2017.

Kerbside rubbish collection days in the Cathkin, Yarck and Kanumbra areas are changing and advertisements have been placed in the local papers as well as letters to individual properties affected by the change in collection days. As from Tuesday 27 December 2016 the kerbside collection day will change from Wednesday to Tuesday. There will be no collection on Wednesday 28th December 2016. Instead both recycling and waste will be collected on Tuesday 27 December 2016. Recycling will occur on a fortnightly basis from this date. These changes are necessary to allow Council's waste contractor to comply with necessary occupational health and safety requirements for drivers.

It is expected that fire prevention slashing contractors will complete the initial slashing on the east side of the shire before Christmas with the west side being completed by the end of January 2017 or early February 2017. Updates on progress of the program are available on the Council's website.

The Eildon Township rejuvenation project has now been completed.

8.4 CORPORATE AND CUSTOMER SERVICES PORTFOLIO

Cr L Dunscombe:

No report this month.

8.5 NATURAL ENVIRONMENT & CLIMATE CHANGE PORTFOLIO

Cr R Bowles:

No report this month.

8.6 COMMUNITY SERVICES PORTFOLIO

Cr S McAulay:

It has been an intensive and enjoyable six weeks learning about the Community Services Portfolio.

I recently attended the following events:

- Marysville Community Carols
- Acheron Tennis Club Court Resurfacing Opening
- Gallipoli Park Precinct Section 86 Committee of Management Christmas celebration

In regards to projects:

- Concept designs for the Marysville Arts and Tourism project are currently being developed for Council consideration in the New Year
- Working with the Department of Education and Training to determine allocation of funding to improve infrastructure at Yea and District Children's Centre and Alexandra District Kindergarten
- Funding through the Foundation of Early Years Graduates has been confirmed for the Early Years Indigenous Language cards project
- A launch of the Outdoor Swimming Pool Rejuvenation Project celebrating the recent capital works funded by the Seasonal Pools grant in Alexandra, Eildon and Marysville is being planned on Friday 13 January 2017 from 3.30 pm-5 pm at the Alexandra pool
- The Age Friendly Communities project, aiming to improve the liveability of communities for older people is underway. A survey has been widely distributed to seek information on priority issues for older people. Responses are being collated currently.

8.7 MAYOR AND DELEGATED COMMITTEE REPORTS

Cr C Bisset:

As Mayor, I attended the following events:

- Alexandra Library volunteers lunch
- Opened the Kinglake Ranges Heritage Trail
- Alexandra Rotary Club 50th anniversary lunch
- Kinglake Ranges Community Foundation annual general meeting
- Opened the Outdoors Inc Healthy by Nature Conference in Marysville
- Victorian Local Government Association (VLGA) Mayors weekend
- The Municipal Association of Victoria (MAV) Mayor and Deputy Mayor program
- Alexandra Urban CFA biennial dinner and awards
- Murrindindi Shire Council staff Christmas lunch
- Lunch with Yarck CWA (Country Women's Association) in Koriella
- Councillor Development Program – thank you to officers of Murrindindi Shire Council for their hard work in developing and implementing this program.

8.8 GENERAL BUSINESS

Nil

9. MATTERS DEFERRED FROM PREVIOUS MEETING**9.1 AMENDED NOTICE OF MOTION DEFERRED**

REF: 16/70678 (SF/131)

Amended Motion:

In order to greatly improve timely communication to the southern sector of the Shire, including Strath Creek, Flowerdale, Hazeldene, Kinglake West, Pheasant Creek, Kinglake and surrounds, Toolangi, Castella and Glenburn, it is proposed that all advertisements and articles issued by the Council to also be placed in the local newspapers and other avenues.

Background:

At the November 2016 Ordinary Meeting of Council a Notice of Motion from Cr Lording was considered by Council relating to Council's use of local media for placement of advertising and media releases. At the meeting Council resolved to amend the motion to read as worded above.

Council subsequently resolved that consideration of the amended motion be deferred to the December 2016 Ordinary Meeting of Council.

RESOLUTION:**Cr L Dunscombe / Cr J Ashe**

As a matter of wider media policy to greatly improve weekly print media communication across the Shire it is proposed that all advertising of public notices and articles issued by Council be distributed with consideration to the maximum distribution and cost effectiveness for both Council and community.

CARRIED**10. MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN**

Nil

11. ASSEMBLIES OF COUNCILLORS

REF: CY16/118

This report presents the records of assemblies of Councillors for 16 November 2016 to 12 December 2016, 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 16 November 2016 to 12 December 2016.

Background:

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

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.

Summary:

Meeting Name / Type		Councillor Briefing		
Meeting Date		16 November 2016		
Matters discussed		<ol style="list-style-type: none"> 1. Overview of the Murrindindi Planning Scheme and Council role in Planning 2. Amendment C59 to Murrindindi Planning Scheme 3. Amendment C57 to Murrindindi Planning Scheme 4. Planning Application – Eildon 5. Planning Application – Thornton 6. Planning Application – Kinglake 7. Goulburn Valley Waste and Resource Recovery Group 8. Community Grants Program 9. Tender – Gravel Roads Re-sheeting 10. Tender – Sealed Roads Program 11. Bridge Program 12. Governance Local Law 2 and Meeting Procedures 		
Attendees: Councillors – Cr Bisset, Cr McAulay, Cr Rae, Cr Lording, Cr Bowles, Cr Dunscombe, Cr Ashe		Staff – M Abbey, J Canny, M Chesworth, K Girvan, M Crane, S Brown, N Maguire, M Leitinger, N McNamara, A Bond		
Conflict of Interest disclosures - Yes				
Matter No.	Officer making disclosure	Was a vote taken?	Did Officer leave the room?	When? Before / after discussion / vote?
Item 8	M Abbey	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Before discussion

Meeting Name / Type		Councillor Briefing		
Meeting Date		21 November 2016		
Matters discussed		1. Financial Planning and Reporting		
Attendees: Councillors – Cr Bisset, Cr McAulay, Cr Rae, Cr Lording, Cr Bowles, Cr Dunscombe, Cr Ashe		Staff – J Canny, M Chesworth, A Bond		
Conflict of Interest disclosures - Nil				

Meeting Name / Type		Council Pre-Meeting		
Meeting Date		23 November 2016		
Matters discussed		<ol style="list-style-type: none"> 1. Planning Application – Eildon 2. Planning Application – Thornton 3. Planning Application – Kinglake 		

	4. Advisory Committee and Other Appointments 5. Mayor and Councillors Allowances
Attendees: Councillors – Cr Bisset, Cr McAulay, Cr Rae, Cr Lording, Cr Bowles, Cr Dunscombe, Cr Ashe	Staff – M Abbey, J Canny, M Chesworth, A Bond, K Girvan, M Crane, N Maguire
Conflict of Interest disclosures - Nil	

Meeting Name / Type	Councillor Briefing
Meeting Date	28 November 2016
Matters discussed	1. MAV – Working Together Program
Attendees: Councillors – Cr Bisset, Cr McAulay, Cr Rae, Cr Lording, Cr Bowles, Cr Dunscombe, Cr Ashe	Staff – M Abbey
Conflict of Interest disclosures - Nil	

Meeting Name / Type	Councillor Briefing
Meeting Date	2 December 2016
Matters discussed	1. Understanding the Local Government Act 2. Councillor Code of Conduct Review Process
Attendees: Councillors – Cr Bisset, Cr McAulay, Cr Rae, Cr Lording, Cr Bowles, Cr Dunscombe, Cr Ashe	Staff – M Abbey, J Canny, M Chesworth, A Bond, T Carter
Conflict of Interest disclosures - Nil	

Meeting Name / Type	Councillor Briefing
Meeting Date	5 December 2016
Matters discussed	1. Communications, Library & Customer Service Overview 2. Business Services Overview 3. Strategic Resource Plan & Long Term Financial Plan 4. Audit Advisory Committee and Internal Audit Function 5. Conflict of Interest Process 6. Confidential Information 7. Section 86 Committees of Management
Attendees: Councillors – Cr Bisset, Cr McAulay, Cr Rae, Cr Lording, Cr Bowles, Cr Dunscombe, Cr Ashe	Staff – M Abbey, J Canny, M Chesworth, J Rabel, T Ackerman, A Bond, T Carter
Conflict of Interest disclosures - Nil	

Meeting Name / Type	Councillor Briefing
Meeting Date	7 December 2016
Matters discussed	1. Infrastructure Assets Overview 2. Infrastructure Operations Overview 3. Emergency Management & Recovery 4. Fire Season Preparation 5. Service Provision Code Red Days Policy 6. Amendment C57 – Kinglake West 7. Change of Use – Narbethong 8. General Valuations
Attendees: Councillors – Cr Bisset, Cr McAulay, Cr Rae, Cr Lording, Cr Bowles, Cr Dunscombe, Cr Ashe	Staff – M Abbey, J Canny, M Chesworth, M Leitinger, N McNamara, S Brown, K Girvan
Conflict of Interest disclosures - Yes	

Matter No.	Councillor making disclosure	Was a vote taken?	Did Councillor leave the room?	When? Before / after discussion / vote?
Item 8	C Bisset	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Before discussion

Meeting Name / Type	Councillor Briefing
Meeting Date	12 December 2016
Matters discussed	1. Councillor Induction Program Planning 2. Community Engagement Models and Practices 3. Community Planning Project 4. Media Relations
Attendees: Councillors – Cr Bisset, Cr McAulay, Cr Rae, Cr Bowles, Cr Dunscombe, Cr Ashe	Staff – M Abbey, J Canny, M Chesworth, S Brown, N Maguire, J Rabel, N McNamara, J Archer
Conflict of Interest disclosures - Nil	

RESOLUTION:**Cr R Bowles / Cr M Rae****That Council receives and notes the record of assemblies of Councillors for 16 November 2016 to 12 December 2016.****CARRIED****12. URGENT BUSINESS**

In accordance with the provisions of the *Local Government Act 1989* and *Local Government (Elections) Regulations 2016*, an election was held on Saturday 22 October 2016 to elect a new Council for the Murrindindi Shire.

In accordance with the *Local Government Act 1989* (the *Act*) the Councillors-elect are required to take the oath of office. The *Local Government Amendment (Improved Governance) Act 2015* resulted in an amendment of the *Act* to provide the additional requirement that all incoming Councillors must read their Council's Code of Conduct and make a declaration in writing, witnessed by the Chief Executive Officer that they will abide by it before taking office. The Chief Executive Officer will proceed to administer the swearing in of the Councillors-elect, as prescribed under the *Act*.

Councillors took the Oath of Office and signed the declaration to abide by the Code of Conduct at the Special Meeting of Council on 9 November 2016, however Local Government Victoria issued further guidance regarding the language to be used in these declarations on 23 November 2016. As a result, Councillors are repeating this exercise to ensure compliance with all requirements under the *Act*.

Oath of Office

"I solemnly and sincerely declare and affirm will undertake the duties of the office of Councillor in the best interests of the people in the municipal district of Murrindindi, and faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1989 or any other Act to the best of my skill and judgment".

Charlotte Bisset took the Oath of Office and signed the Code of Conduct Declaration

Sandice McAulay took the Oath of Office and signed the Code of Conduct Declaration

Rebecca Bowles took the Oath of Office and signed the Code of Conduct Declaration

Jackie Ashe took the Oath of Office and signed the Code of Conduct Declaration

Leigh Dunscombe took the Oath of Office and signed the Code of Conduct Declaration

Eric Lording took the Oath of Office and signed the Code of Conduct Declaration

Margaret Rae took the Oath of Office and signed the Code of Conduct Declaration

13. CONFIDENTIAL ITEMS

The Local Government Act 1989 section 89(2) allows Council to resolve to close a meeting to the public to consider confidential information relating to any of the following matters:

- (a) personnel matters;
- (b) the personal hardship of any resident or ratepayer;
- (c) industrial matters;
- (d) contractual matters;
- (e) proposed developments;
- (f) legal advice;
- (g) matters affecting the security of Council property;
- (h) any other matter which the Council or special committee considers would prejudice the Council or any person;
- (i) a resolution to close the meeting to members of the public

Where possible Council will resolve to make public any decision it makes in a closed meeting where the resolution does not disclose confidential information. There may be occasions where Council cannot make its decision public.

The report on the Municipal Emergency Management Planning Committee is being considered in the closed part of this meeting because it is considered under S89(2)(h) that it may prejudice Council or a member of the public.

Recommendation:

That Council, in accordance with the *Local Government Act 1989* section 89(2)(h), resolve to close the meeting to the members of the public:

- Municipal Emergency Management Planning Committee

RESOLUTION:

Cr M Rae / Cr E Lording

For item 13.3, that this item together with associated Attachments 13.3a, 13.3c and 13.3d be moved to the Ordinary Meeting of Council, excluding Attachment 13.3b which is to remain a confidential document.

CARRIED

Cr L Dunscombe left the Chamber at 7.05 pm prior to consideration of item 13.3 due to a declared indirect conflict of interest by close association under section 78 of the *Local Government Act 1989*.

13.3 MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE

REF: SF/572

Attachments: Draft Terms of Reference for the MEMPC (refer *Attachment 13.3a* - TRIM14/19572)
Summary MEMPC Community Representatives Selection Report (distributed separately - refer *Attachment 13.3b* - TRIM 16/70671)
Draft Minutes of Meeting held 17 November 2016 (refer *Attachment 13.3c* - TRIM 16/67564)
Notes on Emergency Management Exercise (refer *Attachment 13.3d* - TRIM 16/67712)

Purpose:

To seek endorsement of the appointment of community members on the Municipal Emergency Management Planning Committee (MEMPC) and provide the draft minutes of the recent MEMPC meeting held in November 2016.

Officer Recommendation:

That Council:

1. Endorse the Municipal Emergency Management Planning Committee (MEMPC) Terms of Reference.
2. Endorse the appointment of David Hall, Sara Murray and Michelle Dunscombe as community representatives on the MEMPC.
3. Note the draft minutes of the MEMPC for the meeting held on 17 November 2016.

Background:

Council is required to appoint a Municipal Emergency Management Planning Committee (MEMPC) under section 21(3) of the *Emergency Management Act 1986* (the *Act*).

The *Act* states that the MEMPC should be “constituted by persons appointed by the municipal Council being members and employees of the municipal Council, response and recovery agencies and local community groups involved in emergency management issues.”

Council Plan/Strategies:

This item is consistent with the Council Plan 2013-2017 strategy to ensure that Council’s emergency management planning responds to community safety needs.

Legal/Policy Issues:

Council is required to appoint a Municipal Emergency Management Planning Committee (MEMPC) under section 21(3) of the *Emergency Management Act 1986* (the *Act*).

Financial/Resources/Risk:

Council provides administrative support to the MEMPC including resourcing the updating and reviewing of the Municipal Emergency Management Plan (MEMP) and various sub-plans.

Council is currently assisted in this work by a \$60,000 per year grant under the Municipal Emergency Resourcing Program (MERP) funding for the employment of a Emergency Management Fire Coordinator. The grant funding has been confirmed to and expires 30 June 2020.

Discussion:

The terms of reference of the MEMPC state that:

“Four (4) community representatives will be invited to sit on the MEMPC. Representatives will be chosen from the following sectors:

- Community Service Clubs/Groups
- Industry/Production
- Business/Retail
- Agriculture/Aquaculture/Viticulture
- Education/School Camps

There may be more than one representative from a given area and representation from each sector is not required (5 sectors and 4 positions).”

A selection panel consisting of the Municipal Recovery Manager (MRM, Naomi McNamara), the Municipal Emergency Resources Officer (MERO, Mark Leitinger), the Emergency Management and Fire Coordinator (Chris Price) and MEMPC agency representative (Sally McCarron from the Department of Health and Human Services - DHHS) conducted the interviews on the four (4) applications received (refer *Attachment 13.3a* and *13.3b*).

Three (3) applicants have been recommended to take up positions on the MEMPC with a further position to be readvertised for a community representative from the Eildon, Yea, Marysville Triangle or Castella/Toolangi areas.

Community representatives are appointed for a two (2) year term with a further period of two (2) years subject to MEMPC approval.

Consultation:

Public advertisements were placed in the local papers and on Council’s website seeking applications for community representatives on the MEMPC.

Conclusion:

The addition of community representation on the MEMPC will assist in the effective planning for emergency management within the shire.

RESOLUTION:

Cr M Rae / Cr E Lording

That Council:

- 1. Endorse the Municipal Emergency Management Planning Committee (MEMPC) Terms of Reference.**
- 2. Endorse the appointment of David Hall, Sara Murray and Michelle Dunscombe as community representatives on the MEMPC.**
- 3. Note the draft minutes of the MEMPC for the meeting held on 17 November 2016.**

CARRIED

Cr L Dunscombe returned to the Chamber at 7.09 pm

RESOLUTION:

Cr M Rae / Cr E Lording

That the meeting be closed to the public pursuant to s.89(2)(h) of the *Local Government Act 1989* due to matters which the Council or special committee considers would prejudice the Council or any person.

CARRIED

The meeting closed to the public at 7.09 pm

RESOLUTION:

Cr L Dunscombe / Cr S McAulay

That the meeting re-opens to the public.

CARRIED

The meeting re-opened to the public at 7.10 pm.

There being no further items of Business, the Chairperson declared the meeting closed at 7.10 pm.

CONFIRMED THIS

Wednesday 25 January 2017

CHAIRPERSON

