

Biodiversity impact and offset requirements report (modelled)

This report **does not represent an assessment by DELWP** of the proposed native vegetation removal. It provides biodiversity information associated with your proposal to remove native vegetation. PLEASE NOTE: This report used modelled condition scores. A habitat hectare assessment is required should this report be submitted for a planning permit application.

Date of issue: 03/11/2016
Time of issue: 9:30 am

DELWP ref: GEN_0168

Project ID 241 Maroondah Hwy

Summary of marked native vegetation

Risk-based pathway	High
Total extent	2.176 ha
Remnant patches	2.176 ha
Scattered trees	0 trees
Location risk	B
Strategic biodiversity score of all marked native vegetation	0.393

Offset requirements if a permit is granted

If a permit is granted to remove the marked native vegetation, a requirement to obtain a native vegetation offset will be included in the permit conditions. The offset must meet the following requirements:

Offset type	General offset
General offset amount (general biodiversity equivalence units)	0.500 general units
General offset attributes	
Vicinity	Goulburn Broken Catchment Management Authority (CMA) or Murrindindi Shire Council
Minimum strategic biodiversity score	0.314 ¹

See Appendices 1 and 2 for details in how offset requirements were determined. NB: values presented in tables throughout this document may not add to totals due to rounding

¹ Minimum strategic biodiversity score is 80 per cent of the weighted average score across habitat zones where a general offset is required

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Next steps

Any proposal to remove native vegetation must meet the application requirements of the high risk-based pathway and it will be assessed under the high risk-based pathway.

If you wish to remove the marked native vegetation you are required to apply for a permit from your local council. The biodiversity assessment report from NVIM and this biodiversity impact and offset report should be submitted with your application for a permit to remove native vegetation you plan to remove, lop or destroy.

The Biodiversity assessment report generated by the tool within NVIM provides the following information:

- The location of the site where native vegetation is to be removed.
- The area of the patch of native vegetation and/or the number of any scattered trees to be removed.
- Maps or plans containing information set out in the *Permitted clearing of native vegetation – Biodiversity assessment guidelines*
- The risk-based pathway of the application for a permit to remove native vegetation

This report provides the following information to meet application requirements for a permit to remove native vegetation:

- Confirmation of the risk-based pathway of the application for a permit to remove native vegetation
- The strategic biodiversity score of the native vegetation to be removed
- Information to inform the assessment of whether the proposed removal of native vegetation will have a significant impact on Victoria's biodiversity, with specific regard to the proportional impact on habitat for any rare or threatened species.
- The offset requirements should a permit be granted to remove native vegetation.

Additional application requirements must be provided with an application for a permit to remove native vegetation in the moderate or high risk-based pathways. These include:

- A habitat hectare assessment report of the native vegetation that is to be removed
- A statement outlining what steps have been taken to ensure that impacts on biodiversity from the removal of native vegetation have been minimised
- An offset strategy that details how a compliant offset will be secured to offset the biodiversity impacts of the removal of native vegetation.

Refer to the *Permitted clearing of native vegetation – Biodiversity assessment guidelines* and for a full list and details of application requirements.

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Obtaining this publication does not guarantee that an application will meet the requirements of clauses 52.16 or 52.17 of the Victoria Planning Provisions or that a permit to remove native vegetation will be granted.

Notwithstanding anything else contained in this publication, you must ensure that you comply with all relevant laws, legislation, awards or orders and that you obtain and comply with all permits, approvals and the like that affect, are applicable or are necessary to undertake any action to remove, lop or destroy or otherwise deal with any native vegetation or that apply to matters within the scope of clauses 52.16 or 52.17 of the Victoria Planning Provisions.

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Appendix 1 – Biodiversity impact of removal of native vegetation

Habitat hectares

Habitat hectares are calculated for each habitat zone within your proposal using the extent in the GIS data you provided and modelled condition scores.

Habitat zone	Modelled condition score	Extent (ha)	Habitat hectares
1-1-A	0.390	1.637	0.639
2-2-A	0.390	0.539	0.210
TOTAL			0.849

Impacts on rare or threatened species habitat above specific offset threshold

The specific-general offset test was applied to your proposal. The test determines if the proposed removal of native vegetation has a proportional impact on any rare or threatened species habitats above the specific offset threshold. The threshold is set at 0.005 per cent of the total habitat for a species. When the proportional impact is above the specific offset threshold a specific offset for that species' habitat is required.

The specific-general offset test found your proposal does not have a proportional impact on any rare or threatened species' habitats above the specific offset threshold. No specific offsets are required. A general offset is required as set out below.

Clearing site biodiversity equivalence score(s)

The general biodiversity equivalence score for the habitat zone(s) is calculated by multiplying the habitat hectares by the strategic biodiversity score.

Habitat zone	Habitat hectares	Proportion of habitat zone with general offset	Strategic biodiversity score	General biodiversity equivalence score (GBES)
1-1-A	0.639	100.000 %	0.384	0.245
2-2-A	0.210	100.000 %	0.418	0.088

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Mapped rare or threatened species' habitats on site

This table sets out the list of rare or threatened species' habitats mapped at the site beyond those species for which the impact is above the specific offset threshold. These species habitats do not require a specific offset according to the specific-general offset test.

Species number	Species common name	Species scientific name
10248	Powerful Owl	<i>Ninox strenua</i>
10250	Masked Owl	<i>Tyto novaehollandiae novaehollandiae</i>
10253	Sooty Owl	<i>Tyto tenebricosa tenebricosa</i>
10498	Chestnut-rumped Heathwren	<i>Calamanthus pyrrhopygius</i>
11141	Leadbeater's Possum	<i>Gymnobelideus leadbeateri</i>
11303	Eastern Horseshoe Bat	<i>Rhinolophus megaphyllus megaphyllus</i>
11458	Smoky Mouse	<i>Pseudomys fumeus</i>
12283	Lace Monitor	<i>Varanus varius</i>
500044	Sticky Wattle	<i>Acacia howittii</i>
500365	Rock Banksia	<i>Banksia saxicola</i>
500898	Skirted Tree-fern	<i>Cyathea X marcescens</i>
503473	River Hook-sedge	<i>Uncinia nemoralis</i>
505404	Powelltown Correa	<i>Correa reflexa var. lobata</i>
506219	Crisped Mitre-moss	<i>Distichophyllum crispulum</i>

MODELLED CONDITIONS

Biodiversity impact and offset requirements report (modelled)

Appendix 2 – Offset requirements detail

If a permit is granted to remove the marked native vegetation the permit condition will include the requirement to obtain a native vegetation offset.

To calculate the required offset amount required the biodiversity equivalence scores are aggregated to the proposal level and multiplied by the relevant risk multiplier.

Offsets also have required attributes:

- General offsets must be located in the same Catchment Management Authority (CMA) boundary or Local Municipal District (local council) as the clearing and must have a minimum strategic biodiversity score of 80 per cent of the clearing.²

The offset requirements for your proposal are as follows:

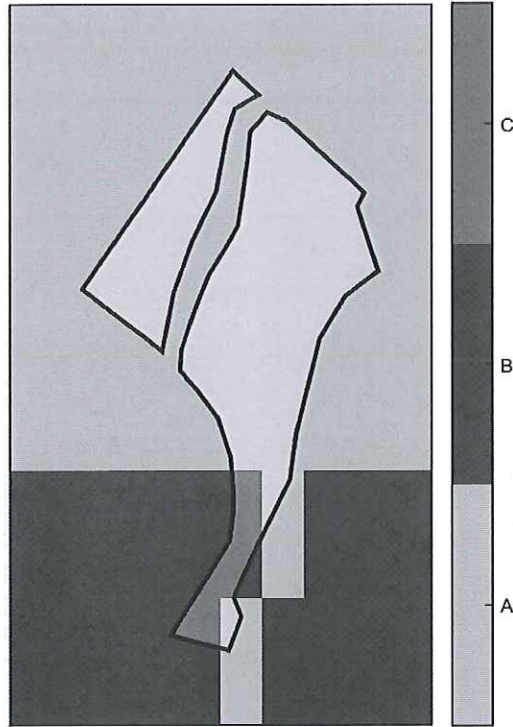
Offset type	Clearing site biodiversity equivalence score	Risk multiplier	Offset requirements	
			Offset amount (biodiversity equivalence units)	Offset attributes
General	0.333 GBES	1.5	0.500 general units	Offset must be within Goulburn Broken CMA or Murrindindi Shire Council Offset must have a minimum strategic biodiversity score of 0.314

² Strategic biodiversity score is a weighted average across habitat zones where a general offset is required

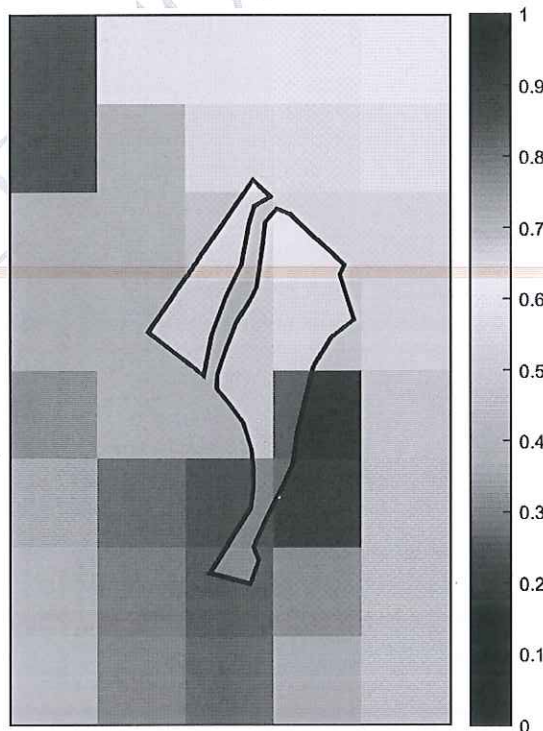
Biodiversity impact and offset requirements report (modelled)

Appendix 3 – Images of marked native vegetation

1. Native vegetation location risk map



2. Strategic biodiversity score map



Biodiversity impact and offset requirements report (modelled)

3. Aerial photograph showing marked native vegetation



Blue boundaries denote zones of partial clearing with a halved condition score.

MODELLED

Biodiversity impact and offset requirements report (modelled)

Glossary

Condition score This is the site-assessed condition score for the native vegetation. Each habitat zone in the clearing proposal is assigned a condition score according to the habitat hectare assessment method. This information has been provided by or on behalf of the applicant in the GIS file.

Dispersed habitat A dispersed species habitat is a habitat for a rare or threatened species whose habitat is spread over a relatively broad geographic area greater than 2,000 hectares.

General biodiversity equivalence score The general biodiversity equivalence score quantifies the relative overall contribution that the native vegetation to be removed makes to Victoria's biodiversity. The general biodiversity equivalence score is calculated as follows:

$$\text{General biodiversity equivalence score} = \text{habitat hectares} \times \text{strategic biodiversity score}$$

General offset amount This is calculated by multiplying the general biodiversity equivalence score of the native vegetation to be removed by the risk factor for general offsets. This number is expressed in general biodiversity equivalence units and is the amount of offset that is required to be provided should the application be approved. This offset requirement will be a condition to the permit for the removal of native vegetation.

$$\text{Risk adjusted general biodiversity equivalence score} = \text{general biodiversity equivalence score clearing} \times 1.5$$

General offset attributes General offset must be located in the same Catchment Management Authority boundary or Municipal District (local council) as the clearing site. They must also have a strategic biodiversity score that is at least 80 per cent of the score of the clearing site.

Habitat hectares Habitat hectares is a site-based measure that combines extent and condition of native vegetation. The habitat hectares of native vegetation is equal to the current condition of the vegetation (condition score) multiplied by the extent of native vegetation. Habitat hectares can be calculated for a remnant patch or for scattered trees or a combination of these two vegetation types. This value is calculated for each habitat zone using the following formula:

$$\text{Habitat hectares} = \text{total extent (hectares)} \times \text{condition score}$$

Habitat importance score The habitat importance score is a measure of the importance of the habitat located on a site for a particular rare or threatened species. The habitat importance score for a species is a weighted average value calculated from the habitat importance map for that species. The habitat importance score is calculated for each habitat zone where the habitat importance map indicates that species habitat occurs.

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Habitat zone	<p>Habitat zone is a discrete contiguous area of native vegetation that:</p> <ul style="list-style-type: none">• is of a single Ecological Vegetation Class• has the same measured condition.
Highly localised habitat	<p>A highly localised habitat is habitat for a rare or threatened species that is spread across a very restricted area (less than 2,000 hectares). This can also be applied to a similarly limited sub-habitat that is disproportionately important for a wide-ranging rare or threatened species. Highly localised habitats have the highest habitat importance score (1) for all locations where they are present.</p>
Minimum strategic biodiversity score	<p>The minimum strategic biodiversity score is an attribute for a general offset.</p> <p>The strategic biodiversity score of the offset site must be at least 80 per cent of the strategic biodiversity score of the native vegetation to be removed. This is to ensure offsets are located in areas with a strategic value that is comparable to, or better than, the native vegetation to be removed. Where a specific and general offset is required, the minimum strategic biodiversity score relates only to the habitat zones that require the general offset.</p>
Offset risk factor	<p>There is a risk that the gain from undertaking the offset will not adequately compensate for the loss from the removal of native vegetation. If this were to occur, despite obtaining an offset, the overall impact from removing native vegetation would result in a loss in the contribution that native vegetation makes to Victoria's biodiversity.</p> <p>To address the risk of offsets failing, an offset risk factor is applied to the calculated loss to biodiversity value from removing native vegetation.</p> <p style="text-align: center;"><i>Risk factor for general offsets = 1.5</i></p> <p style="text-align: center;"><i>Risk factor for specific offset = 2</i></p>
Offset type	<p>The specific-general offset test determines the offset type required.</p> <p>When the specific-general offset test determines that the native vegetation removal will have an impact on one or more rare or threatened species habitat above the set threshold of 0.005 per cent, a specific offset is required. This test is done at the permit application level.</p> <p>A general offset is required when a proposal to remove native vegetation is not deemed, by application of the specific-general offset test, to have an impact on any habitat for any rare or threatened species above the set threshold of 0.005 per cent. All habitat zones that do not require a specific offset will require a general offset.</p>
Proportional impact on species	<p>This is the outcome of the specific-general offset test. The specific-general offset test is calculated across the entire proposal for each species on the native vegetation permitted clearing species list. If the proportional impact on a species is above the set threshold of 0.005 per cent then a specific offset is required for that species.</p>

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Specific offset amount The specific offset amount is calculated by multiplying the specific biodiversity equivalence score of the native vegetation to be removed by the risk factor for specific offsets. This number is expressed in specific biodiversity equivalence units and is the amount of offset that is required to be provided should the application be approved. This offset requirement will be a condition to the permit for the removal of native vegetation.

$$\begin{aligned} & \textit{Risk adjusted specific biodiversity equivalence score} \\ & = \textit{specific biodiversity equivalence score clearing} \times 2 \end{aligned}$$

Specific offset attributes Specific offsets must be located in the modelled habitat for the species that has triggered the specific offset requirement.

Specific biodiversity equivalence score The specific biodiversity equivalence score quantifies the relative overall contribution that the native vegetation to be removed makes to the habitat of the relevant rare or threatened species. It is calculated for each habitat zone where one or more species habitats require a specific offset as a result of the specific-general offset test as follows:

$$\begin{aligned} & \textit{Specific biodiversity equivalence score} \\ & = \textit{habitat hectares} \times \textit{habitat importance score} \end{aligned}$$

Strategic biodiversity score This is the weighted average strategic biodiversity score of the marked native vegetation. The strategic biodiversity score has been calculated from the *Strategic biodiversity map* for each habitat zone.

The strategic biodiversity score of native vegetation is a measure of the native vegetation's importance for Victoria's biodiversity, relative to other locations across the landscape. The *Strategic biodiversity map* is a modelled layer that prioritises locations on the basis of rarity and level of depletion of the types of vegetation, species habitats, and condition and connectivity of native vegetation.

Total extent (hectares) for calculating habitat hectares This is the total area of the marked native vegetation in hectares.

The total extent of native vegetation is an input to calculating the habitat hectares of a site and in calculating the general biodiversity equivalence score. Where the marked native vegetation includes scattered trees, each tree is converted to hectares using a standard area calculation of 0.071 hectares per tree. This information has been provided by or on behalf of the applicant in the GIS file.

Vicinity The vicinity is an attribute for a general offset.

The offset site must be located within the same Catchment Management Authority boundary or Local Municipal District as the native vegetation to be removed.

Title:	Communication and Social Media Policy
Type:	Council
Adopted:	"[Insert Date]"
File No:	17/3536
Attachments:	

1. Purpose

The purpose of this Policy is to enhance Murrindindi Shire Council's (MSC) communication with its community and other stakeholders. Council will achieve this by communicating via multiple media platforms, including both traditional and digital media, to assist with sharing and exchanging information and ideas in a variety of formats. The Policy will also help to ensure consistency, accuracy and appropriateness of communication across different media platforms.

2. Rationale

Council's approach to communication and engagement with the community needs to be flexible and responsive, providing multiple ways to inform, connect and respond. The communication platforms used by Council should be sufficiently diverse to meet the different communication needs and preferences for receiving information within the community, while also ensuring best value for money. These platforms, taken together, should also work to maximise the reach of Council's communications across the Shire.

Traditional media such as print and radio are important vehicles for communication in the Shire, but do not allow for quick dissemination of information or two-way conversation with the community.

Used well, social media is a valuable tool to help Council reach rapidly expanding online communities. Social media will enhance Council's ability to communicate with, and listen to, its community and will provide a means by which Council can improve the speed and reach of two-way information flow. It will supplement and enhance traditional channels of communication.

3. Scope

This Policy governs all forms of written Council communication by representatives of Council with communities, individuals and other stakeholders. It also covers all methods and platforms by which Council communicates.

The Policy sets down guidance for use of social media, noting the particular challenges associated with use of this tool, both in carrying out Council business and in relation to private use of social media with a bearing on Council business. This Policy does not apply to private use of social media, where no reference is made or could be perceived to have been made, to Murrindindi Shire Council or representatives of Council, Council policies, practices or services, suppliers or other stakeholders.

This Policy applies to representatives of Council at all times and for all forms of communication, including social media, to communicate any issue which reflects a view on Council business or services, Council's role, or Representatives of Council.

4. Definitions

Reference Term	Definition
Council Staff	Includes employees, contractors (agencies and individuals who provide services to the Council) volunteers and consultants appointed to undertake Council business.

Responsible Officer: Manager Communications, Library & Customer Service
 "[Insert Date Approved / Adopted]"
 TRIM Reference: 17/3536

Communication and Social Media

Reference Term	Definition
Representatives of Council	Councillors and all Council staff (as defined above)
Social media	Any web-based or mobile technology including all digital environments in which people may add comment, contribute, create, forward, link, tag, post, upload and share digital or other content. The absence of a reference to a particular kind of social media activity does not limit the application of this Policy.

5. Policy

This Policy provides a framework to guide and govern Shire-wide communication by representatives of Council.

Council will work to keep the community informed about what it is doing. Provision of clear, accurate and timely information is necessary to ensure the community can access Council's programs and services. Communication is a necessary first step in supporting active and meaningful community participation in the democratic process. Council will be strategic and creative in looking for alternative and additional mechanisms to boost the reach of its communications.

Further, Council has an obligation to enable two-way communication with the community so that Council's work, and the services it provides, are informed by community priorities and needs. Council will work to ensure its communications are distributed in a way which enables citizens across the Shire to access information in a timely way.

Council's communication will be informed by the needs of the community and customers. Council will ensure its communication reflects a whole-of-organisation view. Council's communication will also be motivated by the need to ensure it provides comprehensive and helpful information that will assist the community and individual customers to understand, access and use its services.

This Policy should be read together with Council Community Engagement Policy, given the overlap between Communication and Community Engagement.

5.1 Communication Style

It is important that Council's communications are clear, timely, jargon-free and relevant to the community's needs. They must be easy to access via multiple channels and platforms. Council also needs to ensure information it provides is in an accessible format.

All Council communication must adhere to Council's approved style guidelines, including for colours, fonts and logos. Guidance on Council's communication is available in Council's Style Guide.

Use of Council's logo for communication material issued by other organisations and agencies must be approved by the Communications Unit in advance. Council's logo must not be altered or reproduced in part without permission from the Communications Unit.

Communication material issued by other agencies which reproduces Council material or logos must be approved by the Communications Unit in advance.

5.2 Consistency of Communication

Council communicates in many different forms and by different methods. Processes to ensure compliance with this Policy will vary according to the form of communication involved.

All Council communication produced for distribution outside Council must be approved by the relevant departmental manager and the Communications Unit before despatch. This includes publications such as advertisements, articles, interviews, flyers, invitations, banners, programs and calendars of events.

Responsible Officer: Manager Communications, Library & Customer Service

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Communication and Social Media

The CEO will approve all media releases and any other material referred by the Communications Unit before despatch. Any media items quoting a councillor will be approved by that councillor before despatch.

Communication via social media will be managed by the Communications Unit and those officers with authorisation from the CEO.

Approval of written correspondence within individual departments is the responsibility of the relevant manager.

5.3 Website

While Council will use multiple communication platforms to disseminate information, all platforms will point to Council's website. The website will be the repository of all publicly-available Council information and also offer a method by which the community can easily request an action or information from Council or provide feedback to Council.

All media releases and advertisements are to appear on Council's website, in addition to any other platforms to which they will be distributed. The Communications Unit (and other delegated officers) is responsible for ensuring Council's website is updated in a timely way.

Managers are responsible for ensuring the content on Council's website which relates to their work areas is current, accurate and relevant and should advise the Communications Unit of any changes required.

5.4 Social Media

It is important to ensure that social media is managed appropriately, both to expand the reach of Council's two-way communication with the community and to enhance the service Council provides to the community.

When compared with other written formats, a more casual communication style is appropriate in social media. Language used on social media platforms should be clear and accurate, yet informal and friendly.

Council staff seeking to use social media for Council-related business must put a business case to the Communications Unit and Chief Executive Officer for approval.

5.5 Conduct on Social Media Platforms

Council's policies and Codes of Conduct apply to all online activities at all times. Disciplinary action might result from breaches of policies and Codes of Conduct which occur in the use of social media (both personal and Council-related use).

Council staff authorised by the CEO to use social media on Council's behalf will:

- Be accurate, transparent, respectful and professional on social media, including to those who express criticisms
- Discuss only publicly available information and don't post or comment on issues outside their work area/area of expertise
- Not commit Council or Council staff to actions or undertakings without the express authority to do so
- Be cautious in protecting their own privacy and the privacy of those with whom they are communicating
- Ensure consistency with other sources of Council information
- Acknowledge and correct any errors or misleading information as soon as possible

Responsible Officer: Manager Communications, Library & Customer Service

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- Assume everything they say or post online is both public and permanent (including in private messaging). Such information may be viewed, accessed or saved by colleagues, the public or the media, despite best intentions
- Respect intellectual property rights and copyright laws
- Get permission before uploading images or video of, or from, others on social media
- Not suggest you represent Council when using social media for personal communication

A social media protocol document governing delegations, usage and practices relating to social media provides more guidance.

Any concerns about appropriateness of language, content and usage should be addressed to the Manager Communications, Library and Customer Services.

5.6 Protection of Privacy and Reputation Online

Council has a duty of care to ensure the privacy and reputations of staff are protected. Council will not tolerate 'trolling' of individual members of staff or councillors and will take action to protect staff from such behaviour. Staff or councillors who become aware of instances of vilification or reputational damage to them or other Council representatives via social media should immediately alert the Manager Communications, Library and Customer Services.

Council will take appropriate action to ensure the privacy and reputations of individuals are protected.

5.7 Customer Service and Record Keeping

Social media is another communication channel through which customer requests and feedback can be provided to Council. Staff must ensure information received on social media is processed and handled in accordance with other policies and procedures, including customer service and records management.

Councillors must forward to Council in a timely way any communication they receive by any means which requires information from, or action by Council or which constitutes feedback for Council.

Records of interactions on social media must be kept as per Council's Information Management and must be captured in a timely manner. The 'owner' of the social media page or platform will save the content via screen shot (converted to PDF) to the appropriate TRIM folder.

Councillor usage of social media is not subject to record keeping provisions.

5.8 Private Social Media Usage by Staff

This Policy is not intended to cover private use of social media by staff which is unrelated to Council.

Staff are encouraged to 'like' and 'share' Council pages and posts. If staff comment, post, express or imply a personal opinion relating to Council or its business during private social media use (or via any other medium), they must ensure they meet their obligations under the Code of Conduct.

Council Officers authorised to use social media for Council business are allowed to use social media for business purposes at work. Other officers are allowed personal usage of social media during scheduled breaks.

5.9 General Use of Social Media by Councillors

Councillors might wish to use social media to promote their activities, and Council's work, to the communities within their wards. Such pages are the personal responsibility of the individual Councillor.

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To ensure social media is used to best effect and to avoid problems arising in the use of online platforms, Councillors should ensure they observe the provisions of the Councillor Code of Conduct in all online interactions.

Councillors should also be alert to the fact that any comment they make might be interpreted as a statement on behalf of Council. In addition to the standards and expectations set out elsewhere in this document, Councillors should ensure it is clear that the content or views they post or upload are their own and not those of the Council.

Councillors are encouraged to 'like' and 'share' Council pages and posts but in commenting on those posts, need to be conscious of the principles set out in this Policy.

Councillors should ensure they abide by the provisions of Council's Election Caretaker Policy in using social media in the lead up to Council elections.

6. Related Policies, Strategies and Legislation

The acceptable use of social media within Council is regulated by other laws, regulations and Council policies, including:

- Confidentiality and Privacy Policy
- Equal Employment Opportunity Policy
- Customer Services Policy
- Customer Complaints and Feedback Policy
- Councillor Code of Conduct
- Election Caretaker Policy
- Council Staff Code of Conduct
- Prevention of Bullying and Occupational Violence
- *Disability Discrimination Act 1992*
- Web Content Accessibility Guidelines 2.0
- Community Engagement Policy
- Fraud Prevention and Control
- Conflict of Interest policy
- Information Management Policy
- *Local Government (Rules of Conduct) Regulations 2007*
- *Local Government Act 1989*

7. Council Plan

This Policy supports a range of strategies and objectives in the Council Plan 2013-2017; to communicate key Council decision and strategies to the community in a variety of ways; to build on our customer service and communications with the community and to continue to provide opportunities for community input and engagement.

8. Management and Review

The Executive Management Team and Senior Management Team, in conjunction with Manager, Communications, Customer and Library Service, are responsible for ensuring understanding of, and compliance with this Policy by members of their work area. The Manager Communications, Library & Customer Service will review the Policy every three (3) years.

9. Consultation

In the creation of this Policy, Council has been informed by approaches taken by other local Councils.

10. Human Rights Charter

This Policy has been developed with consideration of the requirements under the Charter of Human Rights and Responsibilities.

Responsible Officer: Manager Communications, Library & Customer Service

"[Insert Date Approved / Adopted]"

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Borrowings

Title:	Borrowings Policy
Type:	Council
Adopted:	"[Insert Date]"
File No:	"[Insert file number]"
Attachments:	17/16079

1. Purpose

The purpose of this policy is to ensure that:

- Council minimises the cost of borrowing funds at the least possible risk;
- Council funds are well managed; and
- Council funds are borrowed in accordance with its legislative and common law responsibilities.

2. Rationale

Council has an obligation to administer sound financial management practices, and to ensure that ratepayers receive the best benefit for the money that they pay to fund the delivery of council services. Where Council is required to borrow funds in addition to the cash balances that it holds, sound financial management dictates that these funds should be procured in an appropriate manner to ensure it is in accordance with overall Council strategy and in line with the long-term financial sustainability goals of Council.

Loan borrowing is a legitimate and responsible financial management tool when used to fund major projects, as it spreads the payments for such assets across the generations who benefit.

3. Scope

The 2013-2017 Council Plan has a strategic objective of "We will administer sound financial management practices", under the "Our Council" section.

Council Strategic Resource Plan 2013-2017 details Council's long-term (10 year) borrowing strategy that states the following two strategic directions:

1. That Murrindindi Shire Council borrows funds for capital (plant and vehicle replacements) that provide intergenerational equity, and
2. That the Council retains its debt servicing and redemption costs at or below 8 cents in the rate revenue dollar, towards interest and principal, over the life of the SRP.

4. Policy

Council's capacity to borrow and its debt management performance is assessed and overseen by Local Government Victoria (State Government) under its *Local Government Borrowing Assessment Policy*. This Policy identifies key financial performance indicators with certain thresholds that meet State Government prudential guidelines. These indicators include ratios for liquidity, debt management, debt exposure and debt servicing. Thresholds for these indicators are required to be met by Councils in order for borrowing approval to be granted by the State.

The Department of Environment, Land, Water & Planning (DELWP) has recent years been using a number of financial ratios in its endorsement of councils' borrowing allocation. These ratios are:

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Borrowings

Ratio	Green	Amber	Red
Working capital ratio (current assets/ current liabilities)	>120%	110% - 120%	<110%
Debt management ratio (total debts/ total rates and charges)	<60%	60% - 100%	>100%
Debt servicing ratio	<5%	5% - 10%	>10%

In addition, the Victorian Auditor General's Office (VAGO) has been using a number of criteria to assess Councils' long term financial sustainability. One of the six long term financial assessment criteria is 'indebtedness', which assesses non-current liabilities as a percentage of own-sourced revenue.

Ratio	Green	Amber	Red
Indebtedness (non-current assets/ own-sourced revenue)	<40%	40% - 60%	>60%

The green levels highlighted in the table above represent the optimum levels, which in VAGO's opinion is what all Councils should aim to achieve through prudent financial management. Amber levels indicate areas where Council needs to exercise caution and have higher monitoring levels around debt management strategies and practices, whereas red levels indicate that Council should be taking immediate steps to redress its debt situation.

As contained in the Borrowing Strategy referenced in Council's Strategic Resource Plan 2013-2017, the Murrindindi Shire Council is forecast to remain well within the prudential thresholds set by the State Government over the life of the SRP. Annual borrowings are to be limited to the amounts determined as a part of the annual budget and Strategic Resource Plan review process, unless agreed to by a separate resolution of Council.

Where Council has budgeted for, and continues to believe it appropriate that borrowings are required, the following principles should be applied to determine the amount, tenure and utilisation of the funds:

- Where possible, use working capital to fund all operational expenditure requirements and capital projects during the year, before taking up loan borrowings to fund any capital requirements that remain unfulfilled. Where possible, consolidate loan borrowings at financial year end and, making adjustments to the existing borrowing structure where appropriate.
- All borrowings are to be undertaken exercising care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons.
- Council staff should always maintain a professional balance of risk and return and act as a steward of Council funds.
- All Council borrowings should be undertaken in Australian dollars – ie. no foreign debt should be undertaken.
- When taking up new borrowings, submission from lenders are to be sought that explore both fixed rate and variable rate options. Quotes are to be sourced from reputable banks and financial institutions that have a strong, internationally recognised credit rating. Financial institutions that maintain operations within the Shire that meet this criterion should be included in this process.
- Council's loan structure should be reviewed at least every other year and when necessary re-financed to achieve a healthy balance between fixed rate and variable rate components.

Responsible Officer: Manager Business Services

"[Insert Date Approved / Adopted]"

TRIM Reference: 17/16079

Borrowings

- The loan structure review should also use the leverage between short-term and long-term fixed rates to mitigate interest rate risk. A borrowing rate that is fixed up to 5 years is generally much lower than the rate that is fixed for 10 years or longer, however it does not provide the same level (length) of certainty that is provided by long term fixed rates
- Ensure debt redemption payment is included in the annual rating consideration. This is to ensure the payment for the loan funded assets is charged to the successive populations who receive benefits over the life of those assets. Debt redemption cost should not be paid out of Council's cash reserve unless there is sufficient cash surplus built from prior years
- Where possible, link the term of loan to the life of the assets that are to be funded by the loan, with a maximum term of 25 years

5. **Related Policies, Strategies and Legislation**

- Confidentiality and Privacy
- Employee Code of Conduct
- Financial Delegations
- Fraud Prevention and Control
- Risk Management
- Procurement

6. **Governance**

The *Local Government Act 1989* (The Act) provides Councils the power to borrow.

Section 144(1) of the Act states: 'Subject to the principles of sound financial management, a Council may borrow money to enable the Council to perform the functions and exercise the power conferred on the Council under this Act or any other Act.'

Sections 145 to 149 of the Act further specify the circumstances in which the power to borrow may be exercised, securities to be used for local government borrowings, and how the borrowings should be disclosed, etc.

7. **Council Plan**

This policy is consistent with the Council Plan 2013-17 theme of Financial Sustainability. A key strategy for this theme is to continue to provide value for money through the delivery of long term financial plans and effective policies.

8. **Management and Review**

The Policy will be reviewed every two (2) years by the Manager Business Services.

9. **Consultation**

Input from Councillors, Audit Committee, Executive Management Team and staff has been sought during this process.

10. **Human Rights Charter**

This policy has been developed with consideration of the requirements under the Charter of Human Rights and Responsibilities.

Summary Community Grants Program - Assessment Panel Recommendations

November 2016 to February 2017

No	Org/Club	Project Name/Brief Description	Project Value	Amount Requested	Previous Grant?	Comments
1	Alexandra Football/Netball Club	<p>Purchase and installation of a new cricket pitch cover</p> <p>This project will provide a new cricket pitch cover that will protect the cricket pitch. The cover also gives protection to football players from injury as well as other users of the Reserve.</p> <p>The Alexandra Football/Netball Club and the Alexandra Cricket Club have partnered to purchase, maintain, install/remove and store the current cover which now require replacement.</p>	\$3,630	\$1,000		The Assessment Panel approved funding this application of \$1,000.
2	Life Saving Victoria	<p>Sink or Swim – youth aquatic safety education program for the Murrindindi Shire</p> <p>Sink or Swim aims to enhance participant's knowledge and understanding of various aquatic environments, in particular; beaches, rivers, lakes, dams and creeks.</p> <p>The program is delivered in a classroom setting at participating schools by a lifesaver providing practical components and scenarios relevant to participant's knowledge, the program will encourage participants to be safe while enjoying the water and increase their resilience through the discussion of aquatic risks and risk taking behaviours.</p> <p>The project will equip youth with skills that prepare them for visits to their local aquatic environment in order to reduce accidental injury and death by drowning in the community.</p>	\$7,725	\$3,875	No	The Assessment Panel recommends funding this application of \$3,875 on the condition the proposed Sink or Swim Program is delivered within Murrindindi Shire.
3	Toolangi Castella Community House	<p>Soccer on the Hill</p> <p>To bring together young people from Fitzroy and Richmond (mostly Sudanese, Afghan, Ugandan and Vietnamese heritage) to play soccer with youth from Toolangi, Castella and Kinglake area. To introduce local youth to youth from other cultures.</p>	\$3,756	\$1,448		The Assessment Panel recommends funding this application of \$1,448.
4	Y Water Discovery Centre Association	<p>Y Water Discovery Centre – Facilitating Environmental Learning Project (Stage 1 – Landscaping & Amphitheatre)</p> <p>To progress the uncompleted landscaping and better manage access to the YWDC including creation of an amphitheatre looking out onto the wetlands enabling a better use of the area.</p>	\$10,005	\$5,000		The Assessment Panel recommends funding this application of \$5,000.

Minutes - Murrindindi Environment Advisory Committee				File: SF/1078	
Date	28 Feb 2017	Time	1:30 - 3.30pm	Location: Alexandra, Webster St Meeting Room 1	
Attendance:		Steve Meacher, Rita Seethaler, Ron Litjens, Roger Cook, Nigel Waterhouse, Ann Jelinek, Judy Watts, John Coyne, Stuart McConnell, Mark Leitinger, Josh Russell		Apologies: Christine Glassford, Robert Chaffe, Cr Rebecca Bowles	
Item	Description of Issue	Action	Who	When	
1.	Conflict of Interest: NIL	None			
2.	Previous minutes (SF/1078)/acceptance & second Acceptance: Ann Seconded: Judy	Convert minutes to final	JR	Immediate	
3.	Matters arising – previous minutes: Prepare a briefing paper for new Council on the concerns regarding the proposed TRP - completed Arrange for the briefing to be presented at Council - completed Update draft Environment Strategy with MEAC feedback and circulate for further comments - deferred Arrange presentation of GHG report to Council then distribute to MEAC - not presented to Council at this stage To follow up replacement for Cathedral Lane signage - Deferred – signage to be arranged with the next tranche of Significant roadside signage	None None None. # Present to Council then distribute to MEAC # Sue McNair to advise the timeframe for replacement of signage, and consider relocating to increase prominence. Update at next meeting.	JR JR	30/04/2017 Next meeting	

	<p>Arrange NOUS Group to interview Council's Coordinator Economic Development in the preparation of the Great Forest National Park Business Case</p> <ul style="list-style-type: none"> - Report completed without Council input, distributed to members - Council's Investment Prospectus recognises the importance of high quality natural environment to businesses in the area. 	# Identify report and distribute to members	JR	31/03/2017
4.	<p>Council Plan – framework for inclusion of environmental strategies</p> <p>Stuart and Mark explained how the new Council must develop a new Council Plan, and in this process it has been proposed that all strategies relating to environment protection are included in the Council Plan rather than a stand-alone strategy document. As a result the proposed Environment Strategy has been deferred and will not be developed in the form envisaged.</p>	<p># Distribute a link to the survey and standard text requesting participation in the survey</p> <p># Share information about the current Council Plan consultation with extended networks</p> <p># Complete the survey as individuals, and nominate for participation in focus group workshops.</p> <p># Complete the survey as a representative of your organisation/s</p>	<p>JR/ML</p> <p>Members</p> <p>Members</p> <p>Members</p>	<p>Immediate</p> <p>Immediate</p> <p>Before 19/03/2017</p> <p>Before 19/03/2017</p>
5.	<p>Review of Native Vegetation Removal Guidelines</p> <p>The review has been completed and there are proposed changes to the Victorian Planning Provisions and the draft Native Vegetation Clearing Assessment Guidelines on which comment is sought by 8 March. A draft response has been prepared by the MAV, and a briefing has been prepared for Council which will recommend Council makes an independent submission supporting the MAV position and highlighting other issues. The discussion aimed to elicit feedback from members that could contribute to the presentation of a briefing note to Council and the preparation of a submission.</p>	# Feedback from MEAC to be provided to assist with officer presentation to Council briefing session	JR	Immediate

<p>A submission prepared by MAV was also noted.</p> <p><u>Feedback</u> Discussion highlighted that due to an extensive consultation process the proposed changes were in general pretty good. Ongoing concerns existed around the capacity of the guidelines to make assessments of greater landscape scale issues such as fire management, however many of these concerns are addressed in the current reviews of the state level biodiversity strategy and review of the FFG Act.</p> <p>Ongoing concerns were expressed regarding the general trend toward net loss despite the existence of the current guidelines, in particular around the loss of old trees in subdivisions. In part Council shares some responsibility for how subdivisions are assessed and approved such that old trees can be retained. It was noted that Council does not have a complete register of old trees (presumably in urban areas).</p> <p>There was broad support for the reintroduction of the “avoid, minimise, offset” principles, however this appears to not apply to the basic assessment path and Council should advocate for the principles to be applied rigorously to all assessment paths.</p> <p>It was generally agreed that resourcing is a major issue, and resourcing for compliance and enforcement in particular – unless this is addressed the changes will not be much use. Local Government bears much of the brunt, and the continuation of the status of DELWP as “recommending referral authority” rather than “determining authority” further burdens LG, and should be advocated against.</p> <p>Resourcing of communication and education is also of high importance. The public awareness and education campaign promised as part of the roll out should make use of case studies, and should be targeted at Council officers as well as the public. In general public education and compliance will be improved if standardised report names and general nomenclature are used, and the method of determining offset requirements and likely costs can be simplified for public consumption.</p>	# Distribute MAV submission		
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<p>6.</p>	<p>Review of Flora & Fauna Guarantee Act 1988</p> <p>This review is in the initial stages, and comment is sought on the consultation paper. MAV has prepared a draft response, and have sought and gained an extension of time for submission until 28 March.</p> <p>Stuart advised that the preferred response at this point would be for Council to submit a letter in support of the MAV position, unless there were substantial issues not raised in the MAV submission.</p> <p><u>Feedback</u> The legislation was world class when first released.</p> <p>Nigel indicated that the intent of the review is to improve the legislation and make it so that it actually works to protect endangered flora and fauna.</p> <p>Resourcing, in particular for compliance and enforcement but also resourcing for DELWP to undertake listing, to be advocated for by Council.</p> <p>There are discrepancies in the way that different stakeholders in the process are engaged. e.g. VicForests</p> <p>Consistent defunding of the department has resulted in the listing of threatened species only being done by citizen scientists, which is complicated and difficult and should not be the preferred or most common way this is done.</p> <p>Contradictions between the FFG Act and other legislation meant that the FFG Act could not always be implemented under the law. The exemptions that exist under the legislation undermine the intent.</p> <p>Ideally the timing of the FFG review and the upcoming RFA reviews would be such that the RFA could be made subordinate to the FFG Act and so resolve some of the contradictions.</p>	<p># Distribute the MAV draft response</p> <p># Prepare a briefing note for Council outlining a mode and key messages for providing input into the review. Feedback that is additional to the content of the MAV submission to be highlighted.</p>	<p>JR</p> <p>JR</p>	<p>With minutes</p> <p>07/03/17</p>
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<p>7.</p>	<p>Round table update</p> <ul style="list-style-type: none"> • Bat surveys are being undertaken on Mt Slide • There is an investigation into the disappearance of lyrebirds from Jehosaphat Gully • Ribbons of Remnant Roadside assessments in the Kinglake area have commenced. • There is community concern about the impact of logging trucks in the Rubicon area • Rubicon Forest protection Group conducted tours of the forest with over 40 people attending • Decisions are currently being made about the Heyfield Mill, which will have implications for logging central highlands, and may result in increased pressure on the Rubicon area. • MSC, UGLN and Euroa Arboretum have developed the Healthy Hectares booklet for landholders. Small landholders (4-40 ac) in Murrindindi Shire were targeted for communication, and a launch forum is being held this weekend as an introduction, to be followed by a series of workshops over 6 months targeting each key topic. • Community concern exists over a proposal to bottle water in Marysville on a commercial basis. Keep a watching brief. • Murrindindi Climate Network have a workshop on solar and storage systems on 12 March including a show and tell workshop visit to a new installation. • MCN also has a plan to get speakers down from Yackandandah about how to develop a low/zero emissions community. • There is a current round of funding available for Waste to Energy projects. • Discussion around investigation of a large old tree in Nihil Street Alexandra, where Council used technical arborists reports to establish the stability of the tree. • Central Highlands Ark photographic snapshot has been completed. This may be available for release. • The RHDV1 K5 calicivirus is to be released soon. There is one release site in Murrindindi Shire. 	<p># Take the funding to the regional waste group and gauge support for a collaborative project leveraging this source of funding</p>	<p>JR</p>	<p>02/03/17</p>
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	<ul style="list-style-type: none"> • DEWLP has been provided funding to investigate the greater glider in the central highlands • There is a current review of the structure of the Alpine Resorts Boards 	# Share with MEAC if possible	NW	31/03/17
	<p>Next Meeting: May 2017 Location: Yea Y Water Centre</p>	Time: 1.30pm		
	<p>Meeting closed: 3.30pm</p>			

DRAFT



Municipal Emergency Management Planning Committee Meeting

Minutes

Murrindindi Shire Council – Meeting Room
28 Perkins Street Alexandra
Thursday 2 March 2017, 3.00pm

Attachments: MEMPC Exercise Report 17 November (Trim 16/67712)

1. Welcome & Introductions

Cr Sandice McAulay introduced herself as the new MEMPC chair and thanked everyone for their attendance. Each MEMPC member introduced themselves and gave a summary of their agency role.

2. Present & Apologies:

Apologies were noted.

Present – Name/Position	Agency
Andrew Paul – LMAR Deputy MRM	Lake Mountain Alpine Resort
Adam Budzynski – Maintenance Superintendent	AGL
Brett Watson	Red Cross
Chris Price – MEMPC Executive Officer	Murrindindi Shire Council
Craig Velt	Ausnet Services
David Hall	Community Representative
John Canny – Deputy MERO	Murrindindi Shire Council
Mark Hesse – MERC	Victoria Police
Mark Leitinger – MERO, Deputy Chair	Murrindindi Shire Council
Maurice Woodburn	Ambulance Victoria
Michelle Dunscombe	Community Representative
Naomi McNamara - MRM	Murrindindi Shire Council
Peter Weeks	SES & UGFM
Rachel Walker	GVW
Sally McCarron	DHHS
Cr Sandice McAulay	Chair
Sara Murray	Community Representative
Shivaun Brown – Deputy MERO	Murrindindi Shire Council
Apologies – Name/Position	Agency
Alan Russell	Victorian Council of Churches
Andy Daly – Municipal Fire Prevention Officer	Murrindindi Shire Council
Charlie Cleary	CFA District 12
Jeff Bucket	AGL
Jo Hunter	Marysville Vic SES
Ben Giovanetti	DELWP
Karin Morgan	DEDJTR
Lorina Gray	Yea Hospital
John Newlands	Vic SES
Rebecca Clark	Alexandra Hospital
Tony Nolan	Goulburn Valley Water



Visitors	
None	

3. Confirmation of previous minutes

The Minutes of the previous meeting of the Municipal Emergency Management Planning Committee held on Thursday 17 November 2016 were confirmed with two minor edits – Maurice Woodburn was in attendance (in apology table) and sales of donated goods should have stipulated that they should occur outside the area of impact (Item 5 in previous minutes).

Moved: Peter Weeks

Seconded: John Canny

Minutes approved.

4. Update of MEMPC Membership – Contact List

Please forward any additional changes via email to mempc@murrindindi.vic.gov.au

5. Business arising from previous minutes

Only one issue remained outstanding from the previous minutes which was that a communications calendar was to be created for the MEMPC. Chris Price stated that he had begun completing the calendar but wanted confirmation from the MEMPC on what it would like to publicise and or comment on. For example did the MEMPC just wish to comment on matters regarding the MEMPC or all emergency matters and publications? Chris asked the MEMPC where it would like to focus its energy.

After a robust discussion, considering both internal and external media, it was determined that the MEMPC would focus on promoting the role of the MEMPC and its actions to the broader community and that it would also highlight key media that was considered by the MEMPC to be important locally. David Hall gave the example of the promotion of the Red Cross RediPlan. A further example was also given regarding promotion of the community representatives on the MEMPC and promoting the broader role of the MEMPC to the local community.

Action: Chris Price to develop a media release/showcase on promoting the MEMPC and its community representatives in local media.

6. Roadside Slashing – timing of communications

Michele Dunscombe wished to raise the timing of communications in regards to slashing, particularly in the Kinglake area and that it is a big issue every year. She stated that many in the Kinglake ranges don't use regular media such as local radio and local newspapers (which is restricted to one locally produced publication) and therefore are unaware of when roadsides are going to be slashed. Another issue is that local



residents are unaware of the tenure of roadsides – whether they belong to Council or Vic Roads

Chris Price commented that all of the Council slashing was mapped and a calendar developed which was available to local residents via the Council website. Michelle thought that a quick summary of this could be promoted through Council's new facebook page in the future.

A suggestion was also made regarding people maintaining their own road verges. Mark Leitinger stated that this is acceptable but only where road sides do not contain threatened species or vegetation communities. If people were in any doubt of what their roadsides contained threatened species that that it would be best to contact Council's environment team to ensure threatened species or vegetation would not be disturbed by any works.

A number of other comments were also considered by the MEMPC including;

- The pre 2009 era consisted of agencies telling the community when to slash but the process since that time has shifted more to people being more responsible for themselves.
- A combined media approach across the municipality is needed including print, radio and online social media
- There is misinformation regarding mowing roadsides – people often think that it is illegal to mow their own roadside verge (adjacent to their property)

John Canny mentioned he had recently attended a meeting focused on roadside slashing with Danielle Green including representatives from agencies and Whittlesea, Nillumbik and Murrindindi Shires. The group is putting together a working group which aims at further collaboration regarding roadside slashing and the promotion of targeted media. The working group is going to report directly to EMV on the project about developing a State-wide approach to fuel reduction on roadsides. John stated that he would report back to the group on any developments.

7. Community Based Emergency Planning and the role of the MEMPC

Michelle Dunscombe wanted to discuss the local implementation of EMV's community based Emergency Management planning approach released last year. She asked the MEMPC to consider what the MEMP would look like in coming years and whether it would move from a strategic document to including more local information.

The committee agreed that promoting high risk communities develop their own emergency plans was a great idea but that local emergency services also need to be part of the journey. Part of this process would be the consideration of local risks to local communities – for example, the Kinglake community wasn't particularly concerned regarding flooding matters.

A number of important points were raised including:

- Shivaun Brown highlighted the importance of community planning initiatives
- Naomi McNamara discussed the current community engagement process being undertaken by Council in its development of the new Council Plan.



Naomi confirmed that any local initiatives would need to be driven by the community with support from agencies like Council

- There is potential for a number of approaches but support and funding for any approach needs to be determined
- Michelle Dunscombe mentioned that she had worked with the community of Whittlesea to develop a local area emergency plan

Action: Michelle Dunscombe to liaise with Chris Price to prepare a presentation to the next MEMPC on the community planning approach undertaken with Whittlesea.

Action: Naomi McNamara to report to next MEMPC on the outcomes of the current community planning process being undertaken by Council.

Peter Weeks discussed some initiatives he had seen in action in his recent trip to New Zealand. These included one representative from the community being the representative at any community meeting for their entire street in Christchurch.

Andrew Paul also mentioned the Neighbourhood Watch type approach being taken in a street in Marysville where locals all have UHF at home that is also monitored by the CFA.

8. MEMPC Membership – Neighbourhood and Community Houses

Michelle Dunscombe asked if Neighbourhood and Community Houses should be members on the MEMPC. A broad discussion of the merits of their membership took place including the following:

- Not all areas in Murrindindi Shire have Neighbourhood or Community Houses
- We need to draw a line on committee size otherwise it could become unworkable as a committee
- There is a need to discuss emergency planning with community groups such as neighbourhood houses and community houses.

It was agreed by the committee that broader networks and feedback from groups such as neighbourhood and community houses should be part of any future engagement processes.

9. Red Cross – confirmation of cessation of Red Cross Emergency First Aid Program

Brett Watson confirmed that Red Cross would be ceasing to provide emergency first aid and that instead it would focus resources on its other responsibilities such as relief and recovery and the provision of services in emergency relief centres.

10. MEMP review – due November 2017. Sub-committee requirements

Chris Price asked for any interested MEMPC members to indicate their interest to him in supporting the review of the plan due later this year. Sara Murray, David Hall, Mark Hesse, Andrew Paul, Michelle Dunscombe and Sally McCarron all offered to be involved in the process.



Sally McCarron highlighted that the auditing process is currently under review. No changes are planned to the questions asked during the audit but the audit support tool is being redeveloped. Clear evidence and clarity will be required to answer audit questions in the future.

11. NBN and communications issues in emergencies – update

Chris Price gave a summary of recent communications issues brought to the regional committees attention including:

- Lack of phone backup for NBN users
- Battery backup NBN phones only have 3-5 hours battery life
- Mobile phone towers have Ambulance Victoria, Police, DELWP and CFA communications on them. Any power interruption will take out these systems too.
- Mobile towers only have battery backup in our region. This could last for as little as 6 hours if power is cut off.
- In under half a day all digital communications could either be impaired, totally overloaded or unavailable.

Peter Weeks mentioned that if all comms went down that WICEN officers could be activated to support emergency agencies as they don't rely on infrastructure to communicate. He mentioned that WICEN would generally only support verbal communication and that data could not generally be transmitted by HF radio.

SES and Vic Pol still have UHF radio but they are being phased out. Peter mentioned that he hoped that the state recognised the importance of backup systems such as HF and UHF as there currently wasn't much support for it.

Council and other emergency services locally still have UHFs to use if needed. Peter mentioned however that it would be a good back up for agencies to have a satellite data system that could be rolled out in an emergency as they were extremely reliable.

12. General Business

UGFM

Peter Weeks mentioned that UGFM is currently going through its re-licensing process. The process is quite complicated but should be completed in the near future. A letter of support from the MEMPC may be needed at some stage in the process. Peter will give notice to the committee when this will occur.

Thanks

Andrew Paul thanked Chris Price for his recent presentation to the Lake Mountain Board (now the Southern Alpine Resorts Management Board) on the emergency management MOU with Lake Mountain and Murrindindi Shire Council.

Single House Fires

Michelle Dunscombe mentioned that in the DHHS report it discussed support for single incidents such as house fires. Michelle didn't know that DHHS gave this type of support



and that neither would the broader community. Chris Price mentioned that Council had developed a 'Single Incident Emergency Brochure' which contained all of the important information for those impacted by emergencies.

Action Chris Price to update and recirculate the Single Incident Emergency Brochure to the MEMPC before the next meeting.

Ausnet Services – Power cuts

Craig Vet gave a summary of the installation of new safety technology across Victoria called RECFLs (Rapid Earth Current Fault Limiter) which are designed to reduce amperage in an emergency event (such as a broken powerline) and therefore reduce the ability of broken infrastructure to start fires. The RECFLs being installed reduce the amount of amperage in a broken powerline from 2000 amps to 0.5 amps.

Craig mentioned that to install the RECFLs, Ausnet need to cut the power to a number of communities in the shire for approximately a day each (i.e.: 8-10 hours). It was decided by the committee that it would be best to avoid school holidays as the holiday period was extremely important to businesses in the area. Craig suggested a Tuesday as the best day which the committee agreed to. All areas will not be cut off at once and the approach will be progressive. At least 4 business days' notification will be given via mail to areas to be impacted by the event.

13. Confirm next meeting:

Thursday 1 June the 2017 in the Meeting Room, Council Offices, Perkins St Alexandra from 3pm until 5pm.

The meeting was closed at 5:45pm. Cr McAulay thanked everyone for their attendance.