



Murrindindi
Shire Council

AGENDA
of the
ORDINARY MEETING OF COUNCIL
to be held on
WEDNESDAY 26 APRIL 2017
in the
ALEXANDRA COUNCIL CHAMBER
commencing at
6.00 pm

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1. PLEDGE AND RECONCILIATION STATEMENT**2. APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE**

REF: SF/306

3. CONFIRMATION OF MINUTES

3.1 Minutes of the Ordinary Meeting of Council held on 22 March 2017.

Officer Recommendation:**That the Minutes of the Ordinary Meeting of Council held on 22 March 2017 be confirmed.****4. DISCLOSURES OF INTEREST OR CONFLICT OF INTEREST**

REF: SF/783

5. PUBLIC PARTICIPATION TIME**5.1 QUESTIONS OF COUNCIL****5.2 OPEN FORUM**

REF: SF/130

5.3 PETITIONERS SPEAKING TO PETITIONS

REF: SF/132

6. OFFICER REPORTS**6.1 AMENDMENT C64, MURRINDINDI PLANNING SCHEME - PROPOSED REZONING OF HANCOCK VICTORIAN PLANTATIONS LAND**

REF: SF/2729

Attachment/s: Hancock Victorian Plantations (HVP) request (refer *Attachment 6.1a* – TRIM D16/12726)
Proposed Amendment C64 and maps (refer *Attachment 6.1b* – TRIM 17/479 17/16353 17/7989 17/7990 17/7991 17/7992 17/7993 17/7994 17/7995 17/7996 17/7997)

Purpose:

1. To advise Council of a request by Hancock Victorian Plantations (HVP) to rezone land assets in Murrindindi Shire to reflect occupation and land use for private plantation forestry. Refer to *Attachment 6.1a*.

2. To recommend to Council that it make a request to the Minister for Planning to prepare Amendment C64 to the Murrindindi Planning Scheme as a prescribed amendment under Section 20(A) of the *Planning and Environment Act 1987* and approve the amendment without exhibition.

Officer Recommendation:

That a request be made to the Minister for Planning to prepare Amendment C64 to the Murrindindi Planning Scheme as a prescribed amendment under Section 20(A) of the *Planning and Environment Act 1987* and approve the amendment under Section 35 of the Act without public exhibition.

Background:

HVP has made a request to Council to rezone various parcels of HVP land in Murrindindi Shire from Public Conservation and Resource to Farming. The land comprises various parcels of Crown Land in the Buxton, Narbethong and Kinglake West / Pheasant Creek areas, comprising a total area of 5,509 hectares. Proposed Amendment C64, including rezoning maps. Refer to *Attachment 6.1b*.

While remaining Crown Land, the land parcels subject to this request have been vested in perpetuity under the *Victorian Plantations Corporation Act 1993* for plantation forestry use since 1993 with HVP having a perpetual licence for the use under the Act. The Department of Environment, Land, Water and Planning (DELWP) has no role in the ongoing management of this vested land.

Council officers advised HVP (on 5 January 2017) that they were prepared to recommend the preparation of an amendment to facilitate the request on the basis that HVP meet all costs of preparation and fees for the amendment. It was also recommended that a Ministerial amendment process be followed that would not include the need for public notification, a process that has been undertaken in other municipalities. HVP (on 18 January 2017) advised that it wishes to progress the amendment, agreeing to meet prescribed amendment fees and the costs for the preparation of the amendment.

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 following strategic objective and action for Our Environment:

- We will plan for the future growth that is sensitive to the constraints of our natural environment whilst considering development needs

Legal/Policy Issues:

This proposal falls within the criteria of a 'prescribed amendment' under Section 20A of the *Planning and Environment Act 1987* (allowing the Minister for Planning to prepare and approve an amendment without exhibition), specifically Section 8(1)(a) of the *Planning and Environment Regulations 2015* that defines one of the classes of prescribed amendments as 'An amendment to correct an obvious or technical error in the Victoria Planning Provisions or a planning scheme'.

There are no policy issues associated with this request. The proposal will correctly align zoning with the long term management and use of rural land used for private plantation forestry.

Financial/Resources/Risk:

HVP will pay all Council costs for the amendment, comprising a request fee to the Minister for Planning of \$906.10 and preparation costs of \$2,000.

Discussion:

This HVP request is effectively correcting an anomaly. The land is proposed to be rezoned to best reflect its private management and land use. Ideally this zoning should have been corrected

under former planning schemes when the land was initially designated for plantation forestry in 1993 or with the introduction of the 'new format' Murrindindi Planning Scheme in 1999.

The proposed Farming Zoning is considered to be the most appropriate zoning for the land parcels. As 'timber production' falls under the definition of 'agriculture', the use does not require a planning permit under the Farming Zone. Under the Public Conservation and Resource Zone, the use is prohibited by a private operator. The existing private plantation forestry operations occur under existing use rights.

Other municipalities are undertaking similar requests to rezone HVP land to Farming, most recently Mitchell and Alpine Shires. While Mitchell Shire included the rezoning as part of a general anomaly amendment, Alpine Shire prepared a specific amendment that was approved by the Minister for Planning as a prescribed amendment that was prepared and approved without public exhibition. As the HVP request is effectively to align the zoning with current land ownership and use, it is considered that an amendment would not be controversial and that similarly to Alpine Shire, Council may request to the Minister for Planning to prepare a prescribed amendment under Section 20(A) of the *Planning and Environment Act 1987* and approve the amendment without exhibition.

Consultation:

Although HVP forwarded a general agreement from DELWP to rezone HVP managed land from the Public Conservation and Resource Zone, Council officers sought and received specific DELWP consent to rezone the parcels of land subject to this request to Farming. HVP also gave its specific consent to the final draft of the proposed amendment.

No other public consultation is required for the proposed amendment. Public input into an amendment would not change existing legal rights to undertake plantation forestry under the *Victorian Plantations Corporation Act 1993*.

Conclusion:

Rezoning of the land parcels subject to this HVP request will correct an anomaly by rezoning land under private plantation forestry management from the Public Conservation and Resource Zone to Farming. The Farming Zone is considered to be a more appropriate zone to provide for the ongoing use and management of the land for private plantation forestry.

As this request is not considered to be controversial and DELWP has given its consent to the proposed rezoning, it is considered that no formal exhibition of the proposal is required.

As this HVP request falls within the criteria for a prescribed amendment under Section 20(A) of the *Planning and Environment Act 1987*, Council officers recommend Council make a formal request to the Minister for Planning to prepare the amendment under this section of the Act and approve the amendment without exhibition.

6.2 QUARTERLY COUNCIL PLAN 2013-2017 REPORT - 31 MARCH 2017

File No: SF/291

Attachment/s: Council Plan Report Year Four – March 2017 (refer *Attachment 6.2 – TRIM: 17/22762*)

Purpose:

This report provides an update on the progress on year four activities listed in the Council Plan 2013-2017 for the third quarter ending on 31 March 2017.

Officer Recommendation:

That the report for the third quarter of the Council Plan 2013-2017 on the status of Year Four Council Plan activities be received.

Background:

The Council Plan for the period 2013-2017 was adopted by Council at its Ordinary Meeting of 26 June 2013 in accordance with Section 125 of the *Local Government Act 1989* (the *Act*). The annual review was conducted and the Council Plan 2013-2017 Year 4 was adopted by Council at its Special Meeting of 3 August 2016.

Council Plan/Strategies:

The Council Plan is the key planning document which translates Council's obligations under the *Act* into strategies and actions. Specifically the plan:

- guides Council's strategic direction
- identifies Council priorities and strategic indicators
- contributes to the development of the annual budget for the next four years

The Council Plan is a key document for local community groups, residents, investors, and other levels of government who play a vital role in helping the Council deliver on its commitments. It sets out what Council expects to achieve over a four year period and guides the allocation of finances through the Strategic Resource Plan.

Legal/Policy Issues:

Council is obliged under the *Act* to review its Council Plan on an annual basis.

Financial/Resources/Risk:

The Council Plan, in particular the Strategic Resource Plan, includes Council's long term financial plan and its implementation is supported by the Annual Budget.

Discussion:

The third quarter progress report on year four actions of the Council Plan 2013-2017 is contained in *Attachment 6.2*.

At the end of the third quarter 6% of activities for the year were complete and 83% of actions were progressing without delays. 2% of actions were not yet scheduled to commence, with 6% of activities being reported as experiencing delays and 3% had been withdrawn.

In addition to its strategic activities, 5% of Council's determined Key Performance Indicators (KPI's) had been achieved by the end of the third quarter. A further 69% of KPI's had been classified as likely to be achieved in the 2016-2017 year, 5% were unlikely to be achieved and an additional 21% of KPI's either unable to be measured yet or assessment would be premature after only three quarters of the financial year.

The highlights for the third quarter include the following:

- As part of a major Shire-wide community engagement project (the largest community engagement ever conducted by Council), Council conducted its 'Have Your Say' campaign to inform the creation of Council's new four year Plan.
- Through the Council Plan 'Have Your Say' engagement over 400 young people across Murrindindi were involved in group conversations.
- Council supported the community of Alexandra in celebrating the 150th anniversary of the town, and hosted a civic reception recognising past Shire Presidents.

- Council made submissions to the Victorian Government regarding its review of native vegetation clearing regulations and also about its review of the Flora and Fauna Guarantee Act.
- Council launched its new corporate Facebook page to enable better communications with the community and to provide another means by which customers can make requests of Council or provide feedback about its services and work.
- Council provided significant support, alongside Goulburn River Valley Tourism (GVRT) and other agencies, to the delivery of the Jayco Herald Sun Tour in Kinglake. Council has advocated to the Victorian government for continued support for the tour and its return to Kinglake.
- Leadership development progressed across the organisation with 7 participants continuing in the Diploma and Cert IV in Leadership; and two people commencing in the LGPro Emerging Leaders and Executive Leaders Programs.
- The Age Friendly Communities Project consultation phase was completed with 140 people participating in the community survey and 30 people attending one of three focus groups.
- The proportion of material recycled by households and businesses through the kerbside system was 35.3%, achieving Council's target.
- Council participated in a steering committee for a new Fox Control Group in the Strath Creek Landcare area and liaised with the Goulburn Broken Catchment Management Authority to have Green Army workers improve the environment of UT Creek.
- Advocacy for a faster rollout of the NBN infrastructure continued with the hosting of a visit to Murrindindi Shire by Federal Member for Indi and convenor of the Indi Telecommunications Action Group Cathy McGowan.
- Council continues to support local businesses through the 'Doing Business Better Program' delivered by Murrindindi Inc. March saw customer service training for businesses rolling out across the Murrindindi Shire.
- Council completed two major capital works building projects with the refurbishment of the Cricket Pavilion, new public toilet and shower facilities at Leckie Park and the new leachate pond at the Landfill site in Alexandra.

Consultation:

Community consultation is undertaken in relation to individual projects and activities identified in the Council Plan. This report provides the opportunity for Council to promote its achievements for the third quarter of the 2016-2017 financial year in relation to the implementation of the strategies from the Council Plan.

Conclusion:

The 31 March 2017 report for the Council Plan 2013-2017 reflects the outcomes of the third quarter for year four of this Council Plan. The majority of activities are on schedule, ongoing or target likely to be achieved reflecting a strong commitment by Council to meet the requirements set by the Council Plan.

6.3 QUARTERLY FINANCIAL REPORT TO 31 MARCH 2017

File No: FY1-04 (17/23637)

Attachment/s: Quarterly Financial Report to 31 March 2017 (refer *Attachment 6.3 – TRIM 17/24820*)

Purpose:

The report provides the quarterly financial report for the period ending 31 March 2017.

Officer Recommendation:

That Council receives the quarterly financial report to 31 March 2017.

Background:

Financial governance is important for a Council's good governance because the consequences of failure can be very significant for a Council.

Councillors, sitting as Council, have an overall accountability for the Council's finances. This comes in two ways. Firstly, the Council is required to prepare and periodically review its long term financial plan. This is called the Strategic Resource Plan and forms part of the Council Plan.

Secondly a Council must prepare and adopt the Annual Budget (Budget). The Council must also receive regular financial reporting. As a minimum a Council must receive a quarterly financial report which compared actual and budget revenues and expenses.

The format of the Budget is prepared generally in accordance with both the financial regulations affecting Local Government and the best practice guide for reporting Local Government budgets.

At the end of the financial year, the draft Annual Financial Statements, comprising the Financial Report, Standard Statements and Performance Statement, are considered by the Audit Committee and presented to Council prior to them being submitted to the Auditor General.

It is important that the Budget is framed within the Strategic Resource Plan and contributes to achieving the strategic objectives specified in the Council Plan.

To enable the progress of each to be monitored throughout the year, Council receives quarterly reports on the Budget, the Council Plan activities, and the Capital Works Program.

Council Plan/Strategies:

This report, in relation to the Budget and quarterly financial reporting, is consistent with the Council Plan 2013-2017 strategic objective of delivering visible leadership and advocacy for the community backed by a financially strong organisation. A key strategy objective is to administer sound financial management practices.

Legal/Policy Issues:

The *Local Government Act 1989* (the Act) requires, under section 126, that a Council must prepare a Strategic Resource Plan for a period of four years.

The Act also sets out in section 127 that the Council must prepare a budget for each financial year.

Then, in section 138, the Act requires that quarterly financial reports must be presented to Council.

Financial/Resources/Risk:

The financial governance of a Council is an important role for Councillors. The risk of poor financial management can have a significant impact upon the governance of the Council. The financial implications flowing from this quarterly financial review are outlined in this report.

Discussion:**Annual Council Budget:**

The Budget essentially comprises four components. Firstly it provides a description of the activities and initiatives to be funded in the Budget and how these will contribute to achieving the strategic objectives that are specified in the Council Plan.

Secondly, it describes the various influences which have impacted upon the preparation of the Budget. These have included such things as Federal and State funding programs, such as Road to Recovery Allocations or costs such as the EPA levies.

Thirdly, it includes an analysis of the Budget including the sources of revenue such as rates, user fees and grants as well as key expenditure categories.

Finally it includes an analysis of the cash flow and capital works statements along with the four Budgeted Standard Statements of:

- Budgeted Comprehensive Income Statement
- Budgeted Balance Sheet (incorporating Changes in Equity)
- Budgeted Statement of Cash Flow
- Budgeted Statement of Capital Works

These four Standard Statements are replicated in the quarterly financial report that is presented to Council (refer *Attachment 6.3*).

It is important to note that these Standard Statements are based upon public sector financial reporting, the key principle of which is that Council is required to account for the revenue in the year that it is received rather than when it is expended. As capital works projects and grant funded programs often extend over one financial year, then another principle of public sector reporting is that carry forward adjustments need to be made.

These four Statements for the quarter to 31 March 2017 are included in *Attachment 6.3*.

Quarterly Financial Report to 31 March 2017 – Overall Summary

As previously reported to Council, the original Budget operating deficit had been impacted by carry forward adjustments as detailed as part of the September 2016 Budget Review projecting a (\$0.89m) operating deficit for 2016-2017. With revised grant funding together with revision of all operating and capital budgets for the expected year end 30 June 2017 results, Council's Revised Budget for 2016-2017 is now forecasting an operating deficit of (\$1.13m).

It should be noted that the 2016-2017 revised Budget has been significantly impacted by the \$0.8m reduction in Commonwealth capital grant funding that was initially budgeted to be received in 2016-2017 under the Roads to Recovery program.

As explained further below, Council's projected cash position remains strong, with a projected balance of \$22.8m for 30 June 2017.

Summary of Budget Adjustments

All forecast Budget adjustments were provided as part of the Quarterly Financial Report to 31 December 2016, which was presented to Council on 22 February 2017. These are also the figures used as the forecast for 2016-2017 within the Council 2017-2018 Draft Budget.

The Annual Revised Budget for 30 June 2017 incorporates all these adjustments.

Balance Sheet (Statement B)

The Balance Sheet – Statement B (refer *Attachment 6.3*) as at 31 March 2017 shows a favourable variance on Cash & Cash Equivalents of \$0.85m which is directly related to the year to date operating surplus variance of \$1.00m as presented within the Income Statement and the Property Plant & Equipment variance of \$0.06m, which is detailed in tables four and five of this report with reference to Statement D Capital Works.

The overall Revised Budget position maintains a high level of cash as at 30 June 2017 of \$22.8m which is (\$0.40m) below the adopted 2016-2017 Budget levels of \$23.2m. The bulk of this relates to the purchase of land near the Yea Saleyards in late 2015-2016 of (\$0.80m) and the carry forward into 2017-2018 of nominated capital projects of \$0.28m.

Cash flow Statement (Statement C)

This statement (refer *Attachment 6.3*) provides a more holistic picture and reports the important information on Council's cash inflows and outflows. The *net cash flow from operating activities* line in the Cash Flow Statement (a cash view of the operating statement) shows from the revised Budget a decrease of \$1.03m when compared to the original adopted Budget.

Net cash used in investing activities (Capital Works) shows an overall increase of \$4.50m mainly due to projects that were carried forward into 2016-2017 and *Net cash used in financing activities* (mainly Trust & Deposits) remains consistent with the minimal increase of \$0.31m relating to projected increased level of contract deposit funds held.

The bulk of these adjustments are increased payments to suppliers related to carried forward projects from 2015-2016, all funded by higher levels of cash \$5.44m held at the beginning of the financial year.

Non Discretionary Cash & Council Reserves (Statement E)

Included as part of this report is an additional reconciliation flowing from the cash flow statement of Council's Non Discretionary Cash Flow requirements. This reconciliation lists all Council reserves together with funds held as Deposits or Trust which are required to be refunded, and an allowance for provision of employee entitlements – being a nominal amount of 25% of Council Annual Leave Liability and 18.75% of the current Long Service Leave Liability (moving towards 25% by 30 June 2017). This is then offset against the level of projected cash at year end.

Operating – Year to Date Review

Overall the income statement reflects minimal variances in both operating revenue and operating expenditure, with several projects behind anticipated expenditure budgets.

The Year to Date (YTD) Summary of the Income Statement for the period ending 31 March 2017 is provided in Table 1 below. It should be noted that the analysis as of 31 March excludes any depreciation, as these amounts are calculated and accounted for as of 30 June, to allow for the completion of the Annual Capital Works program and for the revaluation of any assets that have occurred during the financial year.

Table 1 – Summary of Income Statement

	YTD	YTD	
	Budget	Actual	Variance
	\$k	\$k	\$k
Revenue	28,203	28,212	9
Expenses	17,317	16,318	999
Surplus	10,886	11,894	1,008

The YTD operating result at 31 March 2017 shows income up by \$9k and expenditure down \$999k generating an improvement of \$1,008k or 9% against the year to date budgeted result. It should again be noted that the bulk of Council's depreciation is yet to be accounted for in this analysis.

The key components comprising both revenue and expenses variances are summarised by category in Tables 2 and 3 as follows:

Table 2 – Key Revenue component variance

Variance		
\$k		
9k	Unfavourable to budget	
Key Components	Type	Particulars
(37)	Rates & Charges	Unfavourable year to date – although some supplementary valuations are still to be processed.
60	Statutory Fees & Fines	Favourable Planning Fees \$22k (increased fees) and Building Fees \$27k (increased activity).
(80)	User Fees	Unfavourable user fees for Waste Disposal (\$26k) Home Care (\$38k) and Property Maintenance (\$13k).
45	Other Revenue	Favourable interest on rates \$10k, Yea Saleyards – Electricity Rebate \$10k, and Rental Income – Council Properties \$14k.

Table 3 – Key Expense component variance

Variance		
\$k		
999	Favourable to Budget	
Key Components:	Type	Particulars
611	Employee Benefits	<p>Year to date saving across the organisation due to vacant positions or in the Community Services area driven by service level demand.</p> <p>Favourable variances relate to;</p> <ul style="list-style-type: none"> • Community & Children Services \$56k • Development Services \$51k, and • Infrastructure Operations \$438k – partially offset by contractors cost (under materials & services)
387	Materials & Services	<p>Favourable year to date variances mainly relate to;</p> <ul style="list-style-type: none"> • Business Services \$40k, • Communications & Customer \$48k, • Community Services \$122k, • Development Services \$42k, • Infrastructure Assets / Maintenance \$184k • Infrastructure Operations (\$148k) use of workforce contractors prior to appointment of staff. <p>It should be noted that these are year to date variances to budget due to timing and not forecast savings as budgets have been revised.</p>

Capital – Year to Date Review

As at 31 March 2017, Capital Works is (\$65k) above the year to date budget of \$5,031k. Statement D, as attached (refer *Attachment 6.3*), indicates that across the asset categories, the largest variances are (\$51k) in Buildings and (\$12k) in Plant & Machinery, with further details provided in Table 5 below.

Table 4 – Summary of Capital Works completed (Financial)

Asset Category	YTD Budget	Actuals	Variance	Complete to
	31/03/17	31/03/17	YTD	YTD Budget
	\$'000	\$'000	\$'000	%
Land	-	-	-	0%
Buildings	2,119	2,171	(51)	-2%
Plant & Machinery	407	420	(12)	0%
Roads & Paths	1,376	1,375	0	0%
Bridges	698	705	(7)	-1%
Footpaths and Cycleways	222	224	(2)	-1%
Drainage	89	85	4	5%
Heritage Assets	-	-	-	0%
Furniture & Equipment	61	58	3	4%
Library Bookstock	59	59	0	1%
Works in Progress	-	-	-	0%
Total Capital Works	5,031	5,096	(65)	-1%

Table 5 – Key Capital component variance

Variance		
\$k		
(65)	Favourable to Budget	
Key Components:	Type	Particulars
(51)	Buildings	<p>Expenditure on buildings is running slightly over year to date expectations with the major items being:</p> <ul style="list-style-type: none"> • Yea Civic Centre Precinct (\$21k) • Bollygum Park (\$14k) • Kinglake Office (\$17k) <p>Part of this expenditure is correctly costed as capital works however is funded from Council's building maintenance budget in the operational area.</p>
(12)	Plant & Machinery	<p>Minor year to date variance of (\$9k) for purchase of pump and (\$3k) on passenger vehicles changeover.</p>

The capital works program overall is meeting budget expectations as at 31 March 2017. It should be noted that this financial report is a measure of actual expenditure paid to date and that a substantial part of the physical works have been completed but not yet invoiced.

The overall budget had increased from \$7.15m to \$12.37m with \$4.38m carry forwards of unexpended capital work projects from 2015-2016 (reported to Council in August 2016) and the inclusion of several new grant funded capital works projects – which were detailed separately as a part of the September and December Quarterly Reviews.

Councillor Expenses (GST Exclusive):

As agreed in the new Councillor Reimbursement Policy that was adopted by Council at its February 2017 Ordinary Meeting, the following table details Councillor expenses for the 3 month period ending 31 March 2017.

Councillor	Councillor Allowance	Councillor Superannuation	Mobile Phone	Training & Professional Development	Accomm. & Travel	Total
Cr C Bisset	\$15,826.05	\$0	\$327.27	\$1,657.14	\$1,604.14	\$19,414.60
Cr S McAulay	\$4,820.34	\$476.73	\$327.27	\$1,657.14	\$656.30	\$7,937.78
Cr J Ashe	\$5,297.07	\$0	\$327.27	\$1,435.09	\$538.44	\$7,597.87
Cr R Bowles	\$4,961.59	\$335.48	\$327.27	\$1,297.14	\$772.97	\$7,694.45
Cr L Dunscombe	\$5,297.07	\$0	\$327.27	\$1,297.14	\$2,319.82	\$9,241.30
Cr E Lording	\$5,297.07	\$0	\$327.27	\$1,414.09	\$2,191.57	\$9,230.00
Cr M Rae	\$5,297.07	\$0	\$376.35	\$1,297.14	\$0	\$6,970.56
Subtotal	\$46,796.26	\$812.21	\$2,339.97	\$10,054.88	\$8,083.24	\$68,086.56

It should be noted that accommodation and travel costs include the reimbursement of the claims which a Councillor may choose to submit for travelling to Council meetings, briefings and other functions which they attend in their capacity as a Councillor. Where a Councillor's residence is greater than 50 kms from the location of a Council meeting they may also claim the statutory remove area allowance.

It should also be noted that Councillors can elect for part of their allowance to be deducted for superannuation purposes.

Consultation:

The Act requires that Councils give public notice of their annual review of the Council Plan (which includes the Strategic Resource Plan) and also its Annual Budget. All submissions received by Council must be considered, in accordance with section 223 of the Act.

Conclusion:

Awareness by Councillors of general budgeting and reporting requirements will facilitate the preparation of the Annual Budget and Strategic Resource Plan. Operating performance for the March 2017 quarter has been largely in line with budget expectations. Council remains in a favourable cash position despite the challenges that it faces.

6.4 MARCH QUARTERLY REPORT – CAPITAL WORKS PROGRAM 2016-2017

REF: 17/24410

Attachment/s: No. 1 Infrastructure Capital Works Progress Report (refer *Attachment 6.4 – TRIM 17/24429*)

Purpose:

The purpose of this report is to provide Council with the March quarterly update on Council's 2016-2017 Capital Works Program.

Officer Recommendation:

That Council note the March Quarterly Report- Capital Works Program 2016-2017.

Background:

This report is the third quarter report of the 2016-2017 Capital Works Program. The period of reporting is from 1 January to 31 March, 2017. The 2016-2017 Capital Works Program comprises of those projects endorsed by Council as part of the 2016-2017 Capital Works Budget, projects identified for carry forward from the 2015-2016 Capital Works Program and approved projects that have received grant funding during the financial year.

Council Plan/Strategies:

This report is consistent with the Council Plan 2013-2017 strategic objectives:

- 'We will advocate for the provision of infrastructure and services that support business growth'
- 'We will use resources more efficiently and effectively'
- 'We will apply a whole of life approach to the management and maintenance of Council's assets'

Legal/Policy Issues:

Council is obliged to prepare a Budget annually. The preparation of a detailed Capital Works Program informs and significantly impacts on the budget.

Financial/Resources/Risk:

Timely reporting of financial issues assists in early identification of the need to reallocate costs where required. Reporting of project progress also provides Council and the community with an understanding of when projects will commence and any delays (if relevant).

Discussion:

Works undertaken during the third quarter of the 2016-2017 Capital Works Program generally focus on finalising the procurement and construction phases of 2016-2017 projects.

This report provides commentary on the following:

1. Major areas of expenditure for the quarter;
2. Details of projects where physical works are anticipated to commence during the next reporting period;
3. Details of the projects that are delayed or other significant issues that have arisen which affect the budget for the project;
4. Projects completed in the September quarter;
5. Additional project information.

This report also includes an attachment (*refer Attachment 6.4*) which indicates the Council officer's level of confidence in projects being completed within the current financial year using a traffic light system. The colours shown highlight the following;

- Green – Council officers are confident that the project will be delivered within the current financial year
- Yellow – there is a medium risk that there may be a delay in delivery due to issues outside of Council officer's control
- Red – there is a high risk that delivery will not occur within the current financial year for reasons as outlined
- Blue – the project has been assessed and is no longer required
- Brown – completed

Following is further information concerning some of the projects associated with this report.

Major areas of expenditure for the quarter:

- Yea Regional Saleyards \$428,522
- Leckie Park Pavilion, Alexandra Expansion \$77,000
- Gravel Road Resheeting \$136,600
- Shoulder Resheeting \$98,000
- Sealed Road Renewal and Major Patching \$311,000
- Bridge Component Renewal \$192,000
- Bus Shelter Construction \$14,740
- New Kerb and Channel \$17,100
- Corporate Buildings Upgrade \$19,000
- Kerb and Channel Upgrade \$57,000
- Paths Upgrade \$33,000
- Marysville Swimming Pool Upgrade \$10,600
- Yea Swimming Pool \$17,093
- Eildon Town Centre \$60,000
- Landfill Cell Construction \$96,000

Projects where physical works are anticipated to commence during the next reporting period (1 April to 30 June, 2017):

- Path Program
- Bridge Renewal and Upgrades
- Bridge Replacements

Projects that are delayed or other significant issues that have arisen which affect the Budget for the project:

- Eildon Alliance Boat Ramp
Access is unavailable due to the high water levels. Work has been deferred to the next financial year.
- Yea Shire Hall Clock Tower repairs
A majority of the repair work is located on the clock tower which is in close proximity to high voltage power lines (known as a "hot zone"). Due to the costs involved in making safe power lines during construction and the extensive scaffolding it is proposed this work is to be deferred to the next financial year to coincide with additional facade repair works. This will allow a more cost effective use of preliminary expenses.
- Vegetation Projects
Due to only three property owners continuing in the scheme, the balance of the funds is planned to be used to purchase any remaining offset deficit not met by the participating landowners. The revised forecast cost for this financial year is \$48,000 with a total cost of \$63,000 forecast over the three year project.

Projects completed in the March quarter.

- Timber Tramway Museum, Alexandra electrical works
- Alexandra Depot disabled toilet
- Yea Civic Centre Precinct works
- Eildon Culvert replacement project
- Downey/Bailey Street, Alexandra path works
- Homewood Bridge replacement
- Yea Swimming Pool thermal blankets
- Marysville Swimming Pool thermal blankets

Additional Project Information

Council has received \$325,000 from the Children's Facilities Capital Program through the Department of Education and Training for Renovations at the Yea Children's Centre.

Consultation:

The March Quarter Capital Works report has been developed with the respective Council officers responsible for the delivery of the Capital Works Program.

Conclusion:

The reporting on the Capital Works Program at the third quarter of the year for 2016-2017 informs Council of the progress and any major variances for each project.

6.5 DRAFT COUNCIL PLAN 2017-2021 (INCLUDING STRATEGIC RESOURCE PLAN)

File No: SF/2722

Attachment/s: Draft Council Plan 2017-2021 (refer *Attachment 6.5* - To be uploaded on Monday 24 April 2017)

Purpose:

The purpose of this report is to seek Council's endorsement of the draft Council Plan 2017-2021 for the purposes of public exhibition in accordance with the *Local Government Act 1989* (the Act).

Officer Recommendation:

1. That Council endorse the Draft Council Plan 2017-2021, incorporating the Strategic Resource Plan, for the purpose of public exhibition.
2. That public notice be given in the newspapers detailed below that the Draft Council Plan 2017-2021 on public exhibition, and inviting submissions in accordance with Sections 125 and 223 of the *Local Government Act 1989*.
3. That council consider submissions on the Draft Council Plan 2017-2021 at the Special Meeting of Council on Wednesday 7 June 2017 commencing at 6.00pm at the Alexandra Council Chambers, in accordance with sections 129 and 223 of the *Local Government Act 1989*.
4. A Special Meeting of Council be held on Wednesday 21 June 2017 commencing at 6.00 pm at the Alexandra Council Chambers, should any person wish to be heard in support of their submission to the Proposed Budget.
5. That following the consideration of all written and verbal submissions, the Draft

Council Plan 2017-2021 be presented for adoption at a Special Meeting of Council to be held on Wednesday 21 June 2017 commencing at 6.00pm at the Alexandra Council Chambers.

Background:

In accordance with Section 125 of the *Act*, Council must prepare and approve a Council Plan covering a four-year period within the period of six months after each general election or before 30 June whichever is the later.

Council's preparation of the Draft Council Plan 2017-2021 has been informed by the Murrindindi 2030 Vision, an extensive 'Have Your Say' community engagement initiative during March and April 2017 involving approximately 1,600 responses from the community, and a number of officer and Council workshops to develop the strategic directions and priorities over the next four years.

Council is also required to prepare, as part of the Council Plan, a four year Strategic Resource Plan (SRP) which sets out the financial resourcing requirements and assumptions to support the delivery of the directions contained within the Council Plan.

Council Plan/Strategies:

This report refers to the development of the Council Plan and Strategic Resource Plan.

Legal/Policy Issues:

The requirement for the Council Plan inclusive of Strategic Resource Plan is detailed under Sections 125 and 126 of the *Act*.

Financial/Resources/Risk:

Financial considerations in relation to this report are contained within the draft SRP and the proposed Budget 2017-2018.

Discussion:

The Draft Council Plan 2017-2021 has been developed in collaboration with the communities of the Murrindindi Shire. It sets out the Council's overall strategic direction for the next four years of its term and the resources required to achieve this direction.

Following the extensive 'Have Your Say' community consultation the Plan was developed with recognition of the community's desire for Council to focus on increased economic activity, business development and tourism visitation, encouraging stronger community connections, retaining the unique and diverse character and liveability of the Shire's towns and localities and protecting the scenic beauty and health of the natural environment.

Linked to these themes is a desire by the community for responsible stewardship of the Council's financial resources and community facilities, improved communication and engagement with the community and a focus on quality service delivery.

As a consequence the Council has set its direction around four key strategic objectives as follows:

Our People

Together we will encourage and celebrate diverse, caring and connected communities

Our Place

We will maintain and enhance places to be attractive, liveable and in harmony with the natural environment

Our Prosperity

In partnership with the community we will prioritise and promote a culture in which business and community can evolve and thrive

Our Promise

We (the Councillors and Council officers) will work as a team in collaboration with our communities to deliver the best possible outcomes in all that we do

The draft Council Plan 2017-2021 details a range of strategies under each of these objectives for implementation over the next four years and a series of indicators to measure the outcomes of the Council's work. Each year Council will review its implementation plan and prepare an annual budget that ensures the correct focus and resources are being applied to implement the strategies in the Council Plan.

The draft Strategic Resource Plan 2017-2021 includes financial projections for the next 10 years. It has been developed to meet the overall resourcing requirements flowing from the directions in the Draft Council Plan, whilst maintaining a focus on maximising the Council's longer term financial sustainability.

Key financial assumptions that underpin the longer term financial plan are as follows:

1. Operating within a rate cap of 2% annual rate increases, which is forecast to remain constant over the life of the SRP. The Minister for Local Government sets the rate cap annually and the SRP will be modified based on annual determinations.
2. Fees & Charges revenue to increase by 2.5% per annum.
3. Borrowings to remain at current levels of \$500k per annum.
4. Cost of goods and services to increase by 2.5% per annum.
5. Interest on investments to remain at 2.5% per annum, with interest on borrowings at 4.5% per annum.
6. Revenue received from grants (for either capital or operating purposes) only included where the source of funds is certain, or reasonably assumed to continue over the life of the plan (eg. Roads to Recovery).
7. Council's permanent staffing establishment is forecast to remain relatively stable over the life of the SRP.
8. A strong focus maintained on balancing Council's asset renewal gap over the life of the SRP.

It is noted that on current assumptions, renewal expenditure will not fully meet renewal requirements over the next ten years, which will see the infrastructure renewal gap increase. Council is continuing to invest in improved strategic asset management systems and planning, and this combined with enhanced strategic procurement is expected to slow growth in the renewal gap over the ten year life of the plan.

The Council reviews the SRP on an annual basis and therefore improvements to the management of Council's asset renewal requirements will involve a review of the current assumptions. This annual review also enables Council to consider other priorities and initiatives in the context of Council's financial position.

Consultation:

The 'Have Your Say' community engagement, which informed the Plan's development, involved a short survey about what people value and would like to see improved about the Murrindindi Shire and what Council should focus on into the future.

Surveys were located at 37 distribution points across the Shire (in addition to Council Offices and Libraries) during March 2017. It was also distributed online, via Facebook and through local print media. Councillors and Council officers also attended a number of events to maximize the reach of the engagement process, including through 13 'pop-up' stalls at markets and other community gatherings across the Shire. Council also conducted 12 school visits to ensure participation in this engagement by children and youth.

Approximately 1,600 responses to the survey were received, including those of 400 primary and secondary school students.

Using the outcomes of the survey a series of four community workshops were held across the Shire and were attended by approximately 120 people to help identify and priorities the themes from the community survey feedback.

A summary of the Have Your Say engagement has been published on Council's website.

In accordance with the requirement of the *Act*, Council is required to give public notice that it intends to adopt the Budget and Council Plan. Both documents must be made available for inspection at its offices and on its website for a period of at least 28 days, and submissions invited from members of the public. Subject to its endorsement by Council at this meeting, the Draft Council Plan 2017-2021 will be advertised for public viewing in a range of publications from 1 May 2017, with written submissions called for by 12.00pm on 1 June 2017.

The advertising program for the draft Budget and Council Plan is as outlined below:

Newspaper / Other	Publishing Date(s)
<i>Newspaper:</i>	
Alexandra Standard	3 May 2017
Yea Chronicle	3 May 2017
Marysville Triangle	5 May 2017
The Local Paper	2 May 2017
Website	1 May 2017
Copies at Council offices: Alexandra, Kinglake, Yea and also Eildon Resource Centre and Marysville Visitor Information Centre	1 May 2017

Conclusion:

It is appropriate that the Draft Council Plan 2017-2021, incorporating the Strategic Resource Plan, be placed on public exhibition.

6.6 DRAFT ANNUAL BUDGET 2017-2018

REF: FY3-05

Attachment/s: Draft Annual Budget 2017-2018 (refer *Attachment 6.6* - To be uploaded on Monday 24 April 2017)

Purpose:

The purpose of this report is to seek Council's endorsement of the draft Annual Budget 2017-2018 for the purposes of public exhibition in accordance with the *Local Government Act 1989* (The Act).

Officer Recommendation:

1. The Annual Budget 2017-2018 annexed to this resolution and initialled by the Mayor for identification, is the Budget prepared by Council for the purposes of Section 127 (1) of the *Local Government Act 1989*;
2. The Chief Executive Officer be authorised to:
 - (i) Give Public Notice in the newspapers detailed below of the proposed Budget in accordance with section 129 of the *Local Government Act 1989* and the *Local Government (Finance and Reporting) Regulations 2014*;
 - (ii) Make available for public inspection the information required to be made available by the Sections 125, 126 and 129 of the *Local Government Act 1989*; and
 - (iii) That pursuant to Section 129(3) (b) of the *Local Government Act 1989*, Council prescribes the following places for display of prescribed information required under Regulation 16:
 - Alexandra Council Office, Perkins Street, Alexandra 3714
 - Kinglake Council Office, 19 Whittlesea-Kinglake Road, Kinglake 3763
 - Yea Council Office, Civic Centre, Semi Circle, Yea 3717
 - Eildon Resources Centre Main Street Eildon 3779
 - Marysville Visitor Information Centre, 5 Murchison Street Marysville 3779
3. Council consider submissions on a proposal (or proposals) contained in the Budget made in accordance with section 223 of the *Local Government Act 1989* at a Special Meeting of Council on Wednesday 7 June 2017 commencing at 6.00 pm at the Alexandra Council Chambers.
5. That following the consideration of all written and verbal submissions, the 2017-2018 Budget be presented to a Special Meeting of Council to be held on Wednesday 21 June 2017 commencing at 6.00 pm at the Alexandra Council Chambers.

Background:

The preparation of the financial budget is part of a cyclical process that begins with the development of the Council Plan, the four year blueprint for Council activities. Council has developed its new draft Council Plan 2017-2021 following consultation with the community. Council has also developed the Strategic Resource Plan (SRP), which ensures resource allocation is able to service Council's long term activities and initiatives. The SRP and its underpinning strategies inform the budget development process. The Annual Budget is a one year financial plan that considers SRP activities, current influences and any new initiatives.

The Draft Murrindindi Shire Council Budget 2017-2018 (the Draft Budget) presented in this report outlines the financial implications of the strategic objectives and initiatives planned by Council, focusing on the coming financial year.

The Draft Budget balances the need to deliver infrastructure and services while also providing the best possible value for residents and recognising the need for careful ongoing financial management.

The Introduction and Executive Summary of the Draft Budget detailed the key features of the budget.

Council Plan/Strategies:

The Draft Budget is the financial output of funding normal annual operations and initiatives detailed in the development Council Plan for 2017-2021 (incorporating the SRP).

Legal/Policy Issues:

Council is required under the *Act*, to prepare and adopt an annual budget. The structure and contents of the budget are legislated under Section 127 of the *Act*.

Financial/Resources/Risk:

The proposed Draft Budget for 2017-2018 is conservative in its scope of discretionary spending. It balances Council's requirement to manage rate increases in accordance with the rate cap of 2.0% legislated by the State Government for 2017-2018, providing a responsible and viable financial plan for the ensuing year.

Discussion:

The Draft Budget 2017-2018 ultimately details the resource requirements and project priorities that are in accordance with the key strategic objectives that have been set in the Draft Council Plan 2017-2021.

The new Draft Council Plan (2017-2021) identifies four key strategic objectives of Council, covering the themes:

- Our People
- Our Place
- Our Prosperity
- Our Promise

The Draft Budget is based upon the following key financial assumptions:

- A one-off rate freeze will apply to all commercial and industrial properties for 2017-2018, as an indication of Council's renewed focus to support business growth and new business development;
- All other properties will see an increase in the average rate at 2.0% in accordance with the rate cap announced by the State Government in December 2016;
- An additional 1% growth of the rate base is factored in for the year;
- The organisational establishment is anticipated grow slightly in 2017-2018, to further support, and improve our engagement, communication and service delivery for our community.
- Capital works will occur in accordance with the Ten Year Capital Improvement Program, and will represent a \$7.13 million investment in public infrastructure for 2017-2018;

For 2017-2018, the Draft Budget has identified total operating expenditure of \$33.01 million against forecast revenue of \$32.47 million, which will generate a small operating deficit of \$536K. Council's cash flows will remain very strong with a projected cash increase of \$1.9 million over the year.

Rate revenue is forecast to increase, incorporating the rate rise for 2017-2018, as well as an assumed growth in the rate base of 1%.

For the 2017-2018 year, service levels have been maintained in most areas, though additional resources are proposed to be added to the areas of customer service, communications and waste management to increase service levels to the community. Council is also continually reviewing its costs and affordability of managing the renewal of more than \$300million of public assets for which it is responsible.

Highlights of the \$7.13 million capital works program that are included in this year's Draft Budget include:

- Widespread road upgrades, reseals and resheeting across the Shire;
- Expansion of pedestrian pathways in Buxton Waters Estate and at the intersection of Extons Road and Whittlesea-Kinglake Road to improve community safety;
- Renewal of public buildings, visitor information centres, playgrounds and halls in Yea, Eildon, Kinglake and Alexandra;
- Upgrade works at the Marysville Caravan Park;
- Renewal and upgrade of the Thornton Recreation Reserve pavilion;
- Court resurfacing at the Alexandra Tennis Club;
- Substantial renewal and upgrade of a number of bridges and culverts across the Shire, including work on Old Yarck Road, Dairy Creek Bridge, Draytons Bridge, Yarck Road Bridge and the Cheviot Tunnel.
- Continued of renewal and upgrade works at the Alexandra Landfill as well as upgrade works spread across the five resource recovery centres in the Shire; and
- Upgrade and renewal of drainage works across the Shire.

Financial considerations in relation to this report are contained within the SRP and the Draft Budget 2017-2018. With the current situation regarding the significant impact on Council as a result of its need for robust assets management, it is essential that accurate long-term financial planning exists.

The decision of the Essential Services Committee (ESC) last year to grant Council a variation to the rate cap allowed additional funds to be raised for the future renewal of Council's assets. With ongoing improvements to Council's asset management and procurement practices, this component of the rate revenue provides the capacity to not only contribute to asset renewal, but also undertake new initiatives that respond to Council's priorities informed by the 'Have Your Say' community engagement. These new initiatives will help Council further support business growth, and improve its engagement, communication and service delivery for the community.

Council is also committing to review each quarter what additional funds may be available, through continued efficiency improvements or additional revenue, to fund other community priorities or to allocate to ways that will further assist in managing Council's renewal gap.

Consultation:

In accordance with the requirement of the Act, Council is required to give public notice that it intends to adopt the Budget and Council Plan. Both documents must be made available for inspection at its offices and on its website for a period of at least 28 days, and submissions invited from members of the public. The Draft Budget and Council Plan will be formally advertised in a range of publications from 1 May 2017, with written submissions called for by 12.00pm on 1 June 2017.

The advertising program for the draft Budget and Council Plan is as outlined below:

Newspaper / Other	Publishing Date(s)
<i>Newspaper:</i>	
Alexandra Standard	3 May 2017
Yea Chronicle	3 May 2017
Marysville Triangle	5 May 2017
The Local Paper	2 May 2017
Website	1 May 2017
Copies at Council offices: Alexandra, Kinglake, Yea and also Eildon Resource Centre and Marysville Visitor Information Centre	1 May 2017

Conclusion:

Given the extensive work which has been undertaken by Council and the feedback received from the community during the “Have Your Say” community engagement initiative, it is now appropriate that the Draft Budget 2017-2018 be adopted for public exhibition.

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/839	27 March 2017	Deed of Renewal of Lease, Railway Lots (A) Kerrisdale to Merton, between VicTrack and Murrindindi Shire Council	Margaret Abbey Cr Margaret Rae
CONT16/26	13 April 2017	Formal Instrument of Agreement between Murrindindi Shire Council and North Central Constructions for 2016-2017 Path Program	Margaret Abbey Cr Charlotte Bisset

Officer Recommendation:

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

8. COUNCILLOR PORTFOLIO REPORTS**8.1 LAND USE PLANNING PORTFOLIO**

Cr M Rae:

8.2 ECONOMIC DEVELOPMENT PORTFOLIO

Cr J Ashe:

8.3 INFRASTRUCTURE AND WASTE PORTFOLIO

Cr E Lording:

8.4 CORPORATE AND CUSTOMER SERVICES PORTFOLIO

Cr L Dunscombe:

8.5 NATURAL ENVIRONMENT AND CLIMATE CHANGE PORTFOLIO

Cr R Bowles:

8.6 COMMUNITY SERVICES PORTFOLIO

Cr S McAulay:

8.7 MAYOR AND DELEGATED COMMITTEE REPORTS

Cr C Bisset:

8.8 GENERAL BUSINESS**9. MATTERS DEFERRED FROM PREVIOUS MEETING****10. MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN****10.1 NOTICE OF MOTION**

Cr E Lording

Attachment: Notice of Motion – Cr E Lording (TRIM 17/23792)

Motion:

This motion requests that \$100,000 be put aside in the budget to address the European Wasp plague invading the Murrindindi Shire each year.

Drivers

There has been Australia wide reporting of the wasp problem in Yea with recommendations that Caravaners and tourists avoid Yea and other areas of the Shire between Christmas and mid April. This could prove disastrous to the local tourist trade, thereby damaging the economy of the Shire for quite some time to come.

Healesville has reported a downturn in tourism this year as a result of their wasp problem.

Supporting Documentation:

- All Council street and other bins be modified to take a well sealing, auto shutting lid
- Hire of a harmonic radar system and diode sensors to track wasps returning to their hives
- Employment of suitable contractors to seek out and destroy Queen Wasps in August to September times and then to spray hives as they are found in the new year
- Regular spraying of transfer stations and land fill sites by experts
- Advertising widely that Council is undertaking a very comprehensive wasp eradication program for the next 3-5 years in an effort to ensure tourists do not avoid the Shire Murrindindi seen to be leading the way in wasp eradication programs

11. ASSEMBLIES OF COUNCILLORS

REF: CY17/114 (17/24524)

Purpose:

This report presents the records of assemblies of Councillors for 15 March 2017 to 12 April 2017, for Council to note in accordance with Section 80A of the *Local Government Act 1989 (Act)*.

Officer Recommendation:

That Council receives and notes the record of assemblies of Councillors for 15 March 2017 to 12 April 2017.

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:		15 March 2017		
Matters Discussed:		<ol style="list-style-type: none"> 1. Cittaslow 2. Rivers and Ranges Leadership Program 3. Marysville Arts Project 4. Building Community Resilience Project 5. Council Plan Engagement Update 6. Road Management Plan Review 7. Capital Works Program 2017-2018 8. Budget Considerations Update 9. Strategic Resource Plan Considerations 10. Borrowings Policy 		
Attendees: Councillors - Cr Bisset, Cr Bowles, Cr Ashe, Cr Rae, Cr Lording		Council Officers - M Abbey, M Chesworth, N McNamara, C Lintott, M Leitinger, J Canny, A Bond		
Conflict of Interest Disclosures: Yes				
Matter No.	Councillor making disclosure	Was a vote taken?	Did the Councillor leave the room?	When? Before or after discussion
7	Cr C Bisset	No	Yes	Before discussion

Meeting Name/Type:		Council Pre- Meeting		
Meeting Date:		22 March 2017		
Matters Discussed:		<ol style="list-style-type: none"> 1. Response to Petition – Tarnpirr Road 2. Planning Application - Narbethong 3. Borrowings Policy 4. Community Grants 5. Tender 2016-17 Path Program 		
Attendees: Councillors - Cr Bisset, Cr McAulay, Cr Ashe, Cr Rae, Cr Lording, Cr Bowles		Council Officers - M Abbey, J Canny, J Rabel, A Bond, M Chesworth, S McConnell		
Conflict of Interest Disclosures: Yes				
Matter No.	Councillor making disclosure	Was a vote taken?	Did the Councillor leave the room?	When? Before or after discussion
4	Cr C Bisset	No	Yes	Before discussion

Meeting Name/Type:		Council Plan Workshop		
Meeting Date:		24 March 2017		
Matters Discussed:		1. Feedback from Community Survey		
Attendees: Councillors - Cr Bisset, Cr McAulay, Cr Lording, Cr Rae, Cr Ashe, Cr Bowles,		Council Officers - M Abbey, M Chesworth, J Rabel, A Bond, N McNamara, S Coller, T Ackerman, J Canny, S Brown, M Leitinger, S Mc Connell		
Conflict of Interest Disclosures: Nil				

Meeting Name/Type:		Council Briefing		
Meeting Date:		29 March 2017		

Matters Discussed:	<ol style="list-style-type: none"> 1. Planning Enforcement 2. Budget Considerations 3. Seed Funding Options 4. Council Plan Development 5. Central Highlands Forests
Attendees: Councillors - Cr Dunscombe, Cr Lording, Cr Bisset, Cr McAulay, Cr Rae, Cr Ashe	Council Officers - M Abbey, A Bond, S McConnell, N McNamara
Conflict of Interest Disclosures: Nil	

Meeting Name/Type:	Council Briefing
Meeting Date:	5 April 2017
Matters Discussed:	<ol style="list-style-type: none"> 1. Council Plan 2. Victorian Grants Commission Presentation
Attendees: Councillors - Cr McAulay, Cr Dunscombe, Cr Ashe, Cr Lording, Cr Rae, Cr Bisset	Council Officers: M Abbey, M Chesworth, S McConnell, A Bond
Conflict of Interest Disclosures: Nil	

Meeting Name/Type:	Council Plan Workshop
Meeting Date:	7 April 2017
Matters Discussed:	<ol style="list-style-type: none"> 1. Draft Council Plan
Attendees: Councillors - Cr Bisset, Cr McAulay, Cr Lording, Cr Rae, Cr Dunscombe, Cr Ashe	Council Officers - M Abbey, S McConnell, M Chesworth
Conflict of Interest Disclosures: Nil	

Meeting Name/Type:	Council Briefing
Meeting Date:	12 April 2017
Matters Discussed:	<ol style="list-style-type: none"> 1. Service Provided by UGFM 2. Amendment C57 3. National Broadband Network 4. Bushfire Management Overlay and Temporary Housing Provisions 5. Resilient Recovery Discussion Paper 6. Draft Council Plan 7. Draft Budget 8. Kinglake RAC
Attendees: Councillors - Cr Bisset, Cr McAulay, Cr Ashe, Cr Lording, Cr Rae, Cr Bowles, Cr Dunscombe	Council Officers - M Abbey, S McConnell, M Chesworth, K Girvan, S Brown, J Archer, B Elkington, C Page, A Bond,
Conflict of Interest Disclosures: Nil	

12. URGENT BUSINESS

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 Bridge Replacement Program Fairview Road and Dairy Creek Road Tender and Bridge Renewal and Upgrades Program Tenser is being considered in the closed part of this meeting because it is considered under S89(2)(d) 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)(d), resolve to close the meeting to the members of the public:

- **Tender 16/25 – Bridge Replacement Program Fairview Road and Dairy Creek Road**
- **Tender 17/3 – Bridge Renewal and Upgrades Program**