



AGENDA  
of the  
ORDINARY MEETING OF COUNCIL  
to be held on  
WEDNESDAY 23 MAY 2018  
in the  
YEA - COUNCIL CHAMBER  
commencing at  
6.00 pm

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**1. PLEDGE AND RECONCILIATION STATEMENT****2. APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE****3. COMMUNITY RECOGNITION**

Suspension of orders to thank and acknowledge community achievements for the following:

- new Australian citizen
- Yea Primary School – School Leaders
- Sacred Heart Primary School – School Leaders

**4. DISCLOSURES OF INTEREST OR CONFLICT OF INTEREST****5. CONFIRMATION OF MINUTES**

5.1 Minutes of the Ordinary Meeting of Council held on 24 April 2018.

**Officer Recommendation**

**That the minutes of the Ordinary Meeting of Council held on 24 April 2018 be confirmed.**

**6. PUBLIC PARTICIPATION TIME**

6.1 QUESTIONS OF COUNCIL

6.2 OPEN FORUM

6.3 PETITIONS

**7. OUR PLACE****8. OUR PEOPLE****9. OUR PROSPERITY**

9.1 **BUSINESS AND TOURISM INNOVATION GRANTS – INDUSTRY AND ECONOMY GROWTH - EVALUATION PANEL REPORT**

Attachment(s): *Process and Governance Report (refer Attachment 9)*  
*Confidential Evaluation Panel Report (distributed separately to Councillors)*

**Purpose**

This report presents a summary of the assessment of the Industry and Economy Growth applications and recommends the allocation of funding from Council’s Business and Tourism Innovation Grants.

The objectives of the Grants are to provide financial support to:

- grow businesses
- start businesses
- support sustainable events that grow tourism.

These objectives will lead to the outcomes of increased employment opportunities and increased investment in the local economy.

**Officer Recommendation**

**That Council:**

1. make the following allocations from the Industry and Economy Growth stream, subject to acceptance by the applicant to a funding agreement as determined by the CEO:

FUNDING STREAM	BUSINESS NAME & PROJECT	RECOMMENDED ALLOCATION
INDUSTRY AND ECONOMY GROWTH	Outdoor Education Group – development of education support fund	\$ 50,000.00
	Glencoe Group – purchase and implementation of equipment and system	\$ 50,000.00
	<b>TOTAL</b>	<b>\$ 100,000.00</b>

2. make the following additional funding allocation from the Industry and Economy Growth funding stream, subject to acceptance by the applicant to a funding agreement with conditions as listed below:

FUNDING STREAM	BUSINESS NAME & PROJECT	RECOMMENDED ALLOCATION
INDUSTRY AND ECONOMY GROWTH	Lake Eildon Houseboat Industry Association – power line undergrounding project	\$50,000.00

That the allocation be made dependent on the funds being used:

1. in tandem with local industry funds
2. to attract state government funding to deliver this project or this plus other projects as part of a broader body of work to support the infrastructure needs of this industry sector
3. the funding be provided up to \$50,000.00 but must be no more than 50% of the total cash contribution (that is, does not include in-kind contributions), with no less than 40% business contribution and therefore 10% industry association contribution
4. the funds be made available until the 30 June 2019.

3. authorise the CEO to:

- a. execute said agreements
- b. withdraw approval of a funding offer where:
  - i. the circumstances of the applicant are determined to have materially changed and/or
  - ii. the applicant is unwilling or unable to adhere to the terms of the agreement

- c. **approve additional allocations, up to a maximum of \$10,000 across the grant program, where the CEO determines that small additional sums are in the best interest of Council**
4. **thank applicants who have not been successful in this round and encourage them to work with Council to enhance their application for future rounds.**

### **Background**

The background to the grants program, the process and the evaluation panel is included in the Attachment 9.

### **Discussion**

This report provides summary of the assessment of the Industry and Economy Growth applications in order to inform Council's allocation decision. All application documents have been provided to Councillors as part of briefing information sessions, and the full confidential Evaluation Panel Report has been provided as a separate confidential document to Councillors.

Nine applications were received for a total of \$450,000.00. Council officers recommend allocations of \$150,000.00 from this funding stream.

Aztec Industries P/L (trading as Blow It Mulch and Mega Mulch) applied for funds through this stream. The panel recommended referring the application to the Business Support Funding stream.

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

This matter is consistent with the Council Plan 2017-2021 objective Our Prosperity 'Use a fresh approach to attract new and existing business investment'. The 2017-18 Priority Action Plan includes 'Provide a seamless service for businesses and investors - Explore the options for business grants'.

### **Relevant Legislation**

The *Local Government Act 1989* sets out a range of objectives that Council needs to have regard to including (paraphrased):

- promotion of economic viability and sustainability
- promotion of appropriate business and employment opportunities
- ensuring that resources are used efficiently and effectively
- ensuring that services and facilities provided by the Council are accessible and equitable
- ensuring transparency and accountability in Council decision making.

### **Financial Implications and Risk**

Council endorsed reallocation of funds to support priority actions relating to business grants, improved tourism and event support as part of the September Quarter Financial report (considered at the October 2017 meeting of Council).

The amount available for the grants will be contingent on budget decisions each year.

Any grants program carries some risk that individual grants will not be successful in delivering the anticipated benefits. The Business and Tourism Innovation Grants Policy (Policy) includes program design elements that aim to minimise this risk, including:

- an expectation that applicants access other business support programs to strengthen the capability of applicants
- professional support for development of applications

- evaluation of applications by an independent, skills based panel
- normal acquittal and evaluation requirements.

Council is not bound to expend the full budget allocation if applications received do not warrant this. Any unexpended funds will be directed to Council's Infrastructure Renewal Reserve.

**Conflict of Interest**

There are no declared conflicts of interest by Council officers involved in preparation of this report.

**Community and Stakeholder Consultation**

The basis for the Policy and funding stream has been driven from the Council Plan 'Have Your Say engagement program.

**9.2 BUSINESS AND TOURISM INNOVATION GRANTS – BUSINESS GROWTH OR ESTABLISHMENT - EVALUATION PANEL REPORT**

Attachment(s): *Process and Governance Report (refer Attachment 9)*  
*Confidential Evaluation Panel (distributed separately to Councillors)*

**Purpose**

This report details a summary of the assessment of the Business Growth or Establishment applications and recommends the allocation of funding from Council's Business and Tourism Innovation Grants.

The objectives of the Grants are to provide financial support to:

- grow businesses
- start businesses
- support sustainable events that grow tourism.

These objectives will lead to the outcomes of increased employment opportunities and increased investment in the local economy.

**Officer Recommendation That Council**

1. **make the following allocations from the Business Growth and Establishment stream, subject to acceptance by the applicant to a funding agreement as determined by the CEO:**

FUNDING STREAM	BUSINESS NAME & PROJECT	RECOMMENDED ALLOCATION
BUSINESS GROWTH OR ESTABLISHMENT	Y Water Discovery Centre – develop on site kiosk	\$ 20,000.00
	Grant St Grocer – market and product expansion	\$ 20,000.00
	Dindi Naturals – café and local produce store	\$ 20,000.00
	Aztec Industries P/L trading as Blow It Mulch and Mega Mulch – purchase of equipment	\$ 15,000.00
	<b>TOTAL</b>	<b>\$ 75,000.00</b>

2. **authorise the CEO to:**
  - a. **execute said agreements**
  - b. **withdraw approval of a funding offer where:**

- i. **the circumstances of the applicant are determined to have materially changed and/or**
    - ii. **the applicant is unwilling or unable to adhere to the terms of the agreement**
  - c. **approve additional allocations, up to a maximum of \$10,000 across the grant program, where the CEO determines that small additional sums are in the best interest of Council**
3. **thank applicants who have not been successful in this round and encourage them to work with Council to enhance their application for future rounds.**

### **Background**

The background to the grants program, the process and the evaluation panel is included in the Attachment 9.

### **Discussion**

This report provides the recommendation of the evaluation panel for the Business Growth or Establishment applications in order to inform Council's allocation decision. All application documents have been provided to Councillors as part of briefing information sessions, and the full confidential Evaluation Panel Report has been provided as a separate confidential document to Councillors.

Nine applications were received for a total of \$171,156.90. The panel referred one further application to this funding stream from the Industry and Economy Growth stream - Aztec Industries P/L (trading as Blow It Mulch and Mega Mulch).

Council officers note that there are three recommended allocations (total \$32,000.00) either for the Y Water Discovery Centre (YWDC), or for events proposed to be held at the YWDC. While Council officers are supportive of the panel recommendations, it should be noted that the centre is owned by Council (but leased to YWDC Association), and has two Council employees operating from the centre. Not-with-standing this, the panel has considered each of the applications on merit.

Aztec Industries is an existing contractor to Council for services that relate to this application. The recommended grant does not change the requirement for Council to apply its normal procurement processes for any future services (e.g. supply of mulch or compost).

Officers recommend allocations of \$75,000.00 from this funding stream.

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

This matter is consistent with the Council Plan 2017-2021 objective Our Prosperity 'Use a fresh approach to attract new and existing business investment'. The 2017-18 Priority Action Plan includes 'Provide a seamless service for businesses and investors - Explore the options for business grants'.

### **Relevant Legislation**

The *Local Government Act 1989* sets out a range of objectives that Council needs to have regard to including (paraphrased):

- promotion of economic viability and sustainability
- promotion of appropriate business and employment opportunities
- ensuring that resources are used efficiently and effectively
- ensuring that services and facilities provided by the Council are accessible and equitable
- ensuring transparency and accountability in Council decision making.

**Financial Implications and Risk**

Council endorsed reallocation of funds to support priority actions relating to business grants, improved tourism and event support as part of the September Quarter Financial report (considered at the October 2017 meeting of Council).

The amount available for the grants will be contingent on budget decisions each year.

Any grants program carries some risk that individual grants will not be successful in delivering the anticipated benefits. The Business and Tourism Innovation Grants Policy (Policy) includes program design elements that aim to minimise this risk, including:

- an expectation that applicants access other business support programs to strengthen the capability of applicants
- professional support for development of applications
- evaluation of applications by an independent, skills based panel
- normal acquittal and evaluation requirements.

Council is not bound to expend the full budget allocation if applications received do not warrant this. Any unexpended funds will be directed to Council's Infrastructure Renewal Reserve.

**Conflict of Interest**

There are no declared conflicts of interest by Council officers involved in preparation of this report.

**Community and Stakeholder Consultation**

The basis for the Policy and funding stream has been driven from the Council Plan 'Have Your Say' engagement program.

**9.3 BUSINESS AND TOURISM INNOVATION GRANTS – BUSINESS SUPPORT - EVALUATION PANEL REPORT**

Attachment(s): *Process and Governance Report (refer Attachment 9)*  
*Confidential Evaluation Panel Report (distributed separately to Councillors)*

**Purpose**

This report presents a summary of the assessment of the Business Support applications and recommends the allocation of funding from Council's Business and Tourism Innovation Grants.

The objectives of the Grants are to provide financial support to:

- grow businesses
- start businesses
- support sustainable events that grow tourism.

These objectives will lead to the outcomes of increased employment opportunities and increased investment in the local economy.



## Officer Recommendation That Council

### 1. make the following funding allocations from the Business Support funding stream:

FUNDING STREAM	BUSINESS NAME & PROJECT	RECOMMENDED ALLOCATION
BUSINESS SUPPORT	Camp Toolangi – brochure development	\$ 1,751.20
	Sedona Estate – Business Case development	\$ 2,000.00
	Temple Tents – Business Planning	\$ 1,980.00
	Yea Butter Factory – Business Plan	\$ 2,000.00
	Yvonne Lievense – Business Plan	\$ 2,000.00
	Taggerty Community Progress Group – Business Plan	\$ 2,000.00
	Barkery Deluxe Dog Treats – Business Plan	\$ 2,000.00
	<b>TOTAL</b>	<b>\$ 13,731.20</b>

### 2. thank applicants who have not been successful in this round and encourage them to work with Council to enhance their application for future rounds.

#### Background

The background to the grants program, the process and the evaluation panel is included in Attachment 9.

#### Discussion

This report summarises the assessment of the Business Support applications in order to inform Council's allocation decision. All application documents have been provided to Councillors as part of briefing information sessions, and the full confidential Evaluation Panel Report has been provided as a separate confidential document to Councillors.

Six applications were received to a total of \$11,731.20. All applications broadly align with the objectives of the grants program. Five of the six applications are supported.

One application was received from a business owned by a Council employee. The application was assessed by the Panel, on its merits, and the panel supported the application.

Two further recommendations were referred to this funding stream:

- Taggerty Community Progress Group
- Barkery Deluxe Dog Treats

Officers recommend allocations of \$13,731.20

The Y Water Discovery Centre made an application to this round, however Council officer's recommendation is that the full \$20,000 be allocated for the application in the business growth or establishment stream, and that business planning requirements be drawn from these funds.

#### Council Plan/Strategies/Policies

This matter is consistent with the Council Plan 2017-2021 objective Our Prosperity 'Use a fresh approach to attract new and existing business investment'. The 2017-18 Priority Action Plan includes 'Provide a seamless service for businesses and investors - Explore the options for business grants'.

**Relevant Legislation**

The *Local Government Act 1989* sets out a range of objectives that Council needs to have regard to including (paraphrased):

- promotion of economic viability and sustainability
- promotion of appropriate business and employment opportunities
- ensuring that resources are used efficiently and effectively
- ensuring that services and facilities provided by the Council are accessible and equitable
- ensuring transparency and accountability in Council decision making.

**Financial Implications and Risk**

Council endorsed reallocation of funds to support priority actions relating to business grants, improved tourism and event support as part of the September Quarter Financial report (considered at the October 2017 meeting of Council).

The amount available for the grants will be contingent on budget decisions each year.

Any grants program carries some risk that individual grants will not be successful in delivering the anticipated benefits. The Business and Tourism Innovation Grants Policy (Policy) includes program design elements that aim to minimise this risk, including:

- an expectation that applicants access other business support programs to strengthen the capability of applicants
- professional support for development of applications
- evaluation of applications by an independent, skills based panel
- normal acquittal and evaluation requirements

Council is not bound to expend the full budget allocation if applications received do not warrant this. Any unexpended funds will be directed to Council's Infrastructure Renewal Reserve.

**Conflict of Interest**

There are no declared conflicts of interest by Council officers involved in the preparation of this report.

**Community and Stakeholder Consultation**

The basis for the Policy and funding stream has been driven from the Council Plan 'Have Your Say' engagement program.

**9.4 BUSINESS AND TOURISM INNOVATION GRANTS – EVENTS KICK STARTER - EVALUATION PANEL REPORT**

Attachment(s): *Process and Governance Report (refer Attachment 9)*  
*Confidential Evaluation Panel Report (distributed separately to Councillors)*

**Purpose**

This report presents a summary of the assessment of the Events Kick Starter applications and recommends the allocation of funding from Council's Business and Tourism Innovation Grants.

The objectives of the Grants are to provide financial support to:

- grow businesses
- start businesses

- support sustainable events that grow tourism

These objectives will lead to the outcomes of increased employment opportunities and increased investment in the local economy.

### Officer Recommendation

#### That Council:

1. make the following allocations from the Events Kick Starter stream, subject to:
  - a. acceptance by the applicant to a funding agreement as determined by the CEO
  - b. review of the Sports Consultants Australia application with Council officers to ensure:
    - i. adequate community engagement is undertaken
    - ii. the event fits appropriately in the existing calendar of events

FUNDING STREAM	BUSINESS NAME & PROJECT	RECOMMENDED ALLOCATION
EVENTS KICK STARTER	Taungurung Clans Aboriginal Corporation – two events - NAIDOC Week and Wumindjika Weekend events.	\$ 12,000.00
EVENTS KICK STARTER	Sport Consultants Australia – inaugural Marysville Gift	\$ 12,000.00
	<b>TOTAL</b>	<b>\$ 24,000.00</b>

2. authorise the CEO to:
  - a. execute said agreements
  - b. withdraw approval of a funding offer where:
    - i. the circumstances of the applicant are determined to have materially changed and/or
    - ii. the applicant is unwilling or unable to adhere to the terms of the agreement
  - c. approve additional allocations, up to a maximum of \$10,000 across the grant program, where the CEO determines that small additional sums are in the best interest of Council
3. thank any applicants who have not been successful in this round and encourage them to work with Council to enhance their application for future rounds.

### Background

The background to the grants program, the process and the evaluation panel is included in Attachment 9.

### Discussion

This report details a summary of the assessment of the Events Kick Starter applications in order to inform Council's allocation decision. All application documents have been provided to Councillors as part of briefing information sessions, and the full confidential Evaluation Panel Report has been provided as a separate confidential document to Councillors.

Two applications were received totalling \$30,000.00. The Panel recommends allocations of \$24,000.00 from this funding stream.

In regards to the application for the Marysville Gift, Council officers note that there is not enough information to understand how the event sits and works in with the existing running event calendar, including other events in Marysville.

Similarly, the application does not include sufficient information about how it will deliver benefits above and beyond the one-day activity.

Council officers are keen to engage the event organiser in conversation that may lead to a more in depth event plan which acknowledges other factors and the way the event will integrate with other events in the region.

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

This matter is consistent with the Council Plan 2017-2021 objective Our Prosperity 'Use a fresh approach to attract new and existing business investment'. The 2017-18 Priority Action Plan includes 'Provide a seamless service for businesses and investors - Explore the options for business grants'.

### **Relevant Legislation**

The *Local Government Act 1989* sets out a range of objectives that Council needs to have regard to including (paraphrased):

- promotion of economic viability and sustainability
- promotion of appropriate business and employment opportunities
- ensuring that resources are used efficiently and effectively
- ensuring that services and facilities provided by the Council are accessible and equitable
- ensuring transparency and accountability in Council decision making.

### **Financial Implications and Risk**

Council endorsed reallocation of funds to support priority actions relating to business grants, improved tourism and event support as part of the September Quarter Financial report (considered at the October 2017 meeting of Council).

The amount available for the grants will be contingent on budget decisions each year.

Any grants program carries some risk that individual grants will not be successful in delivering the anticipated benefits. The Business and Tourism Innovation Grants Policy (Policy) includes program design elements that aim to minimise this risk, including:

- an expectation that applicants access other business support programs to strengthen the capability of applicants
- professional support for development of applications
- evaluation of applications by an independent, skills based panel
- normal acquittal and evaluation requirements.

Council is not bound to expend the full budget allocation if applications received do not warrant this. Any unexpended funds will be directed to Council's Infrastructure Renewal Reserve.

### **Conflict of Interest**

There are no declared conflicts of interest by Council officers involved in preparation of this report.

**Community and Stakeholder Consultation**

The basis for the Policy and funding stream has been driven from the Council Plan 'Have Your Say' engagement program.

**10            OUR PROMISE****10.1            AUDIT ADVISORY COMMITTEE APPOINTMENT****Purpose**

The purpose of this report is to recommend the appointment of an external independent member to Council's Audit Advisory Committee.

**Officer Recommendation  
That Council**

- 1.    appoints Ian McKaskill to the Audit Advisory Committee as an external independent member in accordance with the Audit Advisory Committee Charter**
- 2.    calls for expressions of interest for the remaining vacant committee position.**

**Background**

The primary objective of the Council's Audit Advisory Committee (Committee) is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and facilitating the organisation's ethical development.

The Committee is established to assist the coordination of relevant activities of management, the internal audit function and the external auditor to facilitate achieving overall organisational objectives in an efficient and effective manner.

The Charter of the Committee is the primary instrument outlining the roles and responsibilities of the Committee and Committee members.

Due to the expiry of terms, two vacancies currently exist for independent external Committee members.

**Discussion**

Council officers sought expressions of interest from the community to fill the vacant Committee positions during April 2018. Two submissions were received.

The Committee Charter requires the evaluation of applications be undertaken by a subcommittee consisting of the Mayor, a Council Committee Member (in this case the Corporate Services Portfolio Councillor) and the Chief Executive Officer. The Deputy Mayor substituted for the Mayor on this occasion, due to a leave of absence by the Mayor.

An expression of interest was received from Ian McKaskill who is a previous member of the Committee, and his past membership has included periods as Chair of the Committee. Mr McKaskill has a senior corporate management background (Managing Director level), specialising in management of major infrastructure projects. He is a Graduate member of Australian Institute of Company Directors and holds executive roles across several local community organisations. The subcommittee felt that Mr McKaskill demonstrated a thorough understanding of the role of the Audit Advisory Committee and is recommending that Council appoint him to one of the vacant positions.

A second expression of interest was received from a local community member, who whilst demonstrating senior business management experience in corporate and community settings, did not demonstrate sufficient understanding of the role of the Audit Advisory Committee to satisfy the subcommittee. It is recommended that Council re-advertise the second vacancy.

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

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

### **Relevant Legislation**

Section 139 of the *Local Government Act 1989* prescribes the establishment and role of the Audit Advisory Committee.

### **Financial Implications and Risk**

An honorarium \$2,000 per annum is paid to external independent members of the Committee in recognition of the time commitment and expected contribution of Committee members.

### **Conflict of Interest**

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

### **Community and Stakeholder Consultation**

The invitation to submit an expression of interest was advertised on Council's website and through local publications generally circulating within the Shire during the month of April 2018.

## **11. NOTICES OF MOTIONS**

## **12. MATTERS DEFERRED FROM PREVIOUS MEETING**

## **13. URGENT BUSINESS**

## **14. COUNCILLOR AND PORTFOLIO REPORTS**

**14.1 CR MARGARET RAE - LAND USE PLANNING PORTFOLIO**

**14.2 CR JACKIE ASHE - ECONOMIC DEVELOPMENT PORTFOLIO**

**14.3 CR ERIC LORDING - INFRASTRUCTURE AND WASTE PORTFOLIO**

**14.4 CR LEIGH DUNSCOMBE - CORPORATE AND CUSTOMER SERVICES PORTFOLIO**

**14.5 CR REBECCA BOWLES - NATURAL ENVIRONMENT AND CLIMATE CHANGE PORTFOLIO**

**14.6 CR SANDICE MCAULAY - COMMUNITY SERVICES PORTFOLIO**

**14.7 CR CHARLOTTE BISSET – MAYORAL REPORT**

**15. CHIEF EXECUTIVE OFFICER REPORT****16. ASSEMBLIES OF COUNCILLORS****Purpose**

This report presents the records of assemblies of Councillors for 24 April 2018 to 16 May 2018, for Council to note in accordance with Section 80A of the *Local Government Act 1989* (the *Act*).

**Officer Recommendation**

**That Council receives and notes the record of assemblies of Councillors for 24 April 2018 to 16 May 2018.**

**Background**

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

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

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

**Discussion**

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

The following summary details are for 24 April 2018 to 16 May 2018:

Meeting Name/Type	Council Pre-Meet
Meeting Date:	24 April 2018
Matters Discussed:	<ol style="list-style-type: none"> <li>1. Fun Mudder Event</li> <li>2. Amendment C63, Correction of Anomalies</li> <li>3. Quarterly Council Plan 2017-2021 Progress Summary – 31 March 2018</li> <li>4. Capital Works Quarterly Report - March 2018</li> <li>5. Quarterly Financial Report to 31 March 2018</li> <li>6. Draft Annual Budget 2018/19</li> <li>7. Yea and District Children's Centre – Stage One Redevelopment</li> </ol>
Councillor Attendees:	Cr C Bisset, Cr S McAulay, Cr L Dunscombe, Cr R Bowles, Cr J Ashe, Cr M Rae
Council Officer Attendees	C Lloyd, M Chesworth, S McConnell, A Bond, K Girvan, N Maguire, C Lintott
Conflict of Interest Disclosures:	Nil

Meeting Name/Type	2 May 2018			
Meeting Date:	Briefing			
Matters Discussed:	<ol style="list-style-type: none"> <li>1. Vegetation Landscape Planning Controls</li> <li>2. MEAC Recognition</li> <li>3. Business &amp; Tourism Innovation Grants – Evaluation Panel Report</li> </ol>			
Councillor Attendees:	Cr S McAulay, Cr L Dunscombe, Cr R Bowles, Cr J Ashe, Cr M Rae			
Council Officer Attendees	C Lloyd, M Chesworth, S McConnell, K Girvan, S Brown, D Jackson			
Conflict of Interest Disclosures: Yes M Chesworth for Item 3				
Matter No.	Councillor making disclosure	Was a vote taken?	Did the Councillor leave the room?	When? Before or after discussion
3	Cr Ash	No	Yes	Before
3	Cr Bowles	No	Yes	Before
3	Cr McAulay	No	Yes	Before

Meeting Name/Type	Councillor Briefing Session			
Meeting Date:	9 May 2018			
Matters Discussed:	<ol style="list-style-type: none"> <li>1. CEO 100 Day Report</li> <li>2. Audit Committee Appointment</li> <li>3. Recycling Contract matters</li> </ol>			
Councillor Attendees:	Cr C Bisset, Cr S McAulay, Cr L Dunscombe, Cr R Bowles, Cr J Ashe, Cr M Rae, Cr E Lording			
Council Officer Attendees	C Lloyd, M Chesworth, S McConnell			
Conflict of Interest Disclosures: Nil				

Meeting Name/Type	Councillor Workshop			
Meeting Date:	16 May 2018			
Matters Discussed:	<ol style="list-style-type: none"> <li>1. Community Planning</li> <li>2. Conflict of Interest Workshop</li> <li>3. Tourism and Events Action Plan</li> <li>4. Business &amp; Tourism Innovation Grants</li> <li>5. Bushfires 10 year anniversary</li> </ol>			
Councillor Attendees:	Cr C Bisset, Cr L Dunscombe, Cr R Bowles, Cr J Ashe, Cr M Rae, Cr E Lording			
Council Officer Attendees	C Lloyd, M Chesworth, S McConnell, N McNamara, S Brown			
Conflict of Interest Disclosures: Nil				

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

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

### **Relevant Legislation**

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

### **Financial Implications and Risk**

There are no financial or risk implications.



**Conflict of Interest**

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

**17. SEALING REGISTER**

File Reference	Date Seal Affixed	Description of Documents	Signatures of Persons Sealing
CONT 17/33	19 April 2018	Formal Instrument of Agreement between Murrindindi Shire Council and Mountain Planning for Planning Services Panel	Craig Lloyd Cr Charlotte Bisset
SF/640	23 April 2018	Lease for the Kinglake Rebuilding Advisory Centre between Murrindindi Shire Council and Jodie Jackson t/a Up To Date Books and Training	Craig Lloyd Cr Charlotte Bisset
SF/2978	23 April 2018	Section 17D Crown Land Reserve (Reserves) Act 1978 Lease (Non Retail) for Clubrooms & Arena - Gallipoli Park between Murrindindi Shire Council and Marysville Saddle Tramps Inc	Craig Lloyd Cr Charlotte Bisset
SF/792	23 April 2018	Section 17D Crown Land Reserve (Reserves) Act 1978 Lease (Non Retail) for Yea Bowls Club between Murrindindi Shire Council and Yea Bowls Club Inc	Craig Lloyd Cr Charlotte Bisset
CONT17/4	23 April 2018	Formal Instrument of Agreement between Murrindindi Shire Council and Rock n Conc for Civil Works Panel Contract	Craig Lloyd Cr Charlotte Bisset
CONT17/31	30 April 2018	Formal Instrument of Agreement between Murrindindi Shire Council and Hillside Fencing and Weeds Spraying for Arboriculture Services - Tree Maintenance - Weed Control & Mapping Services	Craig Lloyd Cr Charlotte Bisset
CONT17/31	30 April 2018	Formal Instrument of Agreement between Murrindindi Shire Council and HLM Aust Pty Ltd T/A Habitat Land Management for Arboriculture Services - Tree Maintenance - Weed Control & Mapping Services	Craig Lloyd Cr Charlotte Bisset
CONT17/31	30 April 2018	Formal Instrument of Agreement between Murrindindi Shire Council and Warrawee Holdings Pty Ltd for Arboriculture Services - Tree Maintenance - Weed Control & Mapping Services	Craig Lloyd Cr Charlotte Bisset
CONT17/31	30 April 2018	Formal Instrument of Agreement between Murrindindi Shire Council and Northern Tree Services for Arboriculture Services - Tree Maintenance - Weed Control & Mapping Services	Craig Lloyd Cr Charlotte Bisset
CONT17/31	30 April 2018	Formal Instrument of Agreement between Murrindindi Shire Council and Morgan's Tree Services for Arboriculture Services - Tree Maintenance - Weed Control & Mapping Services	Craig Lloyd Cr Charlotte Bisset
SF/3020	30 April 2018	Lease for 19 Taggerty-Thornton Road, Taggerty between the Minister for Education and Murrindindi Shire Council	Craig Lloyd Cr Margaret Rae

File Reference	Date Seal Affixed	Description of Documents	Signatures of Persons Sealing
CONT17/31	30 April 2018	Formal Instrument of Agreement between Murrindindi Shire Council and Woods Environmental Services for Arboriculture Services - Tree Maintenance - Weed Control & Mapping Services	Craig Lloyd Cr Sandice McAulay
CONT17/31	30 April 2018	Formal Instrument of Agreement between Murrindindi Shire Council and Albri Pty Ltd for Arboriculture Services - Tree Maintenance - Weed Control & Mapping Services	Craig Lloyd Cr Sandice McAulay
CONT17/31	2 May 2018	Formal Instrument of Agreement between Murrindindi Shire Council and GLT Weed Management for Arboriculture Services - Tree Maintenance - Weed Control & Mapping Services	Craig Lloyd Cr Sandice McAulay
CONT17/31	2 May 2018	Formal Instrument of Agreement between Murrindindi Shire Council and Aspect Tree Management Pty Ltd for Arboriculture Services - Tree Maintenance - Weed Control & Mapping Services	Craig Lloyd Cr Sandice McAulay
CONT17/31	2 May 2018	Formal Instrument of Agreement between Murrindindi Shire Council and Elm Spray Pty Ltd for Arboriculture Services - Tree Maintenance - Weed Control & Mapping Services	Craig Lloyd Cr Sandice McAulay
CONT17/31	2 May 2018	Formal Instrument of Agreement between Murrindindi Shire Council and Indigenous Design for Arboriculture Services - Tree Maintenance - Weed Control & Mapping Services	Craig Lloyd Cr Sandice McAulay
CONT17/31	7 May 2018	Formal Instrument of Agreement between Murrindindi Shire Council and Keath's Excavations Pty Ltd for Arboriculture Services - Tree Maintenance - Weed Control & Mapping Services	Craig Lloyd Cr Sandice McAulay
SF/2279	7 May 2018	Formal Instrument of Agreement between Mansfield Shire Council and Murrindindi Shire Council for Building Regulation Services	Craig Lloyd Stuart McConnell
CONT17/19	16 May 2018	Formal Instrument of Agreement between Murrindindi Shire Council and Darjelyn Constructions Pty Ltd for Yea Children's Centre - Stage One Redevelopment	Craig Lloyd Cr Charlotte Bisset

**Officer Recommendation**

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