



MINUTES
of the
ORDINARY MEETING OF COUNCIL
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

The meeting was opened with all Councillors declaring the following Pledge:

“We as Councillors democratically elected to represent our community as the Murrindindi Shire Council, are committed to working together in the best interests of the people who live in our municipality, who conduct business here and those who visit.”

2. APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

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

Present:

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

In attendance:

Interim Chief Executive Officer: Craig Lloyd

General Manager Corporate and Community Services: Michael Chesworth

General Manager Infrastructure and Development Services: Stuart McConnell

Manager Business Services: Andrew Bond

Manager Communications Library & Customer Services: Jacqui Rabel

Manager Development Services: Shivaun Brown

Coordinator Tourism and Events: Matthew Thomas

Communications Coordinator: Amy Dainton

Governance Officer: Audrey Kyval

3. COMMUNITY RECOGNITION

Suspension of orders to thank and acknowledge community achievements.

RESOLUTION:

Cr S McAulay / Cr M Rae

That Standing Orders be suspended and for the Community Recognition be tabled in the minutes

CARRIED

The meeting was suspended at 6.01 pm.

Citizenship Ceremony

Stephen Maidment from Glenburn attended to receive his Australian citizenship.

Sacred Heart Primary School and Yea Primary School

Welcomed to the Council meeting were the representatives from Sacred Heart Primary School and Yea Primary School, and their families.

School leaders who have been appointed for 2018 were recognised for their appointments by Council as follows:

- Sacred Heart Primary School – School Leaders:
 - Cooper Holdsworth-Rose – School Community Leader
 - Millie Charles – Stewardship Leader

- Jessica McLeish – Stewardship Leader
- Perry Moon – School Justice Leader

Absent was Samantha Robinson (School Justice Leader) and Lauren Baker (School Community Leader). The Scared Heart Primary School Principal, Judy Degenhardt, accepted the certificates on their behalf.

- Yea Primary School - School Leaders:
 - Tayla Whibley – School Captain
 - Aaron Chuah – School Captain
 - Bethany Fulford – School Vice Captain
 - Ben Papadopoulos – School Vice Captain

RESOLUTION:

Cr S McAulay / Cr M Rae

That Standing Orders be resumed.

CARRIED

The meeting was resumed at 6.21 pm.

4. DISCLOSURES OF INTEREST OR CONFLICT OF INTEREST

Cr J Ashe advised that there could be a perceived conflict of interest in agenda item 9.2 for the matter Business and Tourism Innovation Grants – Business Growth or Establishment - Evaluation Panel Report.

Cr R Bowles advised that there could be a perceived conflict of interest in agenda item 9.3 for the matter Business and Tourism Innovation Grants – Business Support - Evaluation Panel Report.

Cr C Bisset advised that there could be a perceived conflict of interest in agenda item 9.1 for the matter Business and Tourism Innovation Grants – Industry and Economy Growth - Evaluation Panel Report.

Cr S McAulay advised that there could be a perceived conflict of interest in agenda item 9.3 for the matter Business and Tourism Innovation Grants – Business Support - Evaluation Panel Report.

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.

Cr S McAulay / Cr L Dunscombe

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

CARRIED

6. PUBLIC PARTICIPATION TIME**6.1 QUESTIONS OF COUNCIL**

Nil

6.2 OPEN FORUM

Nil

6.3 PETITIONS

Nil

The Chairperson closed Public Participation Time.

7. OUR PLACE

Nil

8. OUR PEOPLE

Nil

Cr Bisset made the following statement:

It may be assumed that I have a conflict of interest in participating in decision making in relation to agenda item 9.1 being the 'Business and Tourism Innovation Grants – Industry and Economy Growth - Evaluation Panel Report' my husband is an employee of one of the Outdoor Education Group, one of the applicants. I have taken advice from Council officers and I not believe I have either a direct or indirect conflict of interest in this matter, as defined under the *Local Government Act 1989*."

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
	TOTAL	\$ 100,000.00

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.

The Mayor requested that the following questions of officers by Cr Rae be recorded in the Minutes:

Cr Rae: Can you confirm that the proposed grants being awarded for each application are not more than 50% of the total budget of the projects?

Officer response: Yes, that is correct.

Cr Rae: Did officers consider the option of providing loans instead of grants under this program?

Officer response: It was considered, however Council would effectively need to become a lending authority requiring compliance with the National Credit Code and the Australian Prudential Regulatory Authority guidelines, which is very onerous and not recommended for Councils.

Cr Rae: Does the limit of \$10,000 additional allocation by the CEO apply to the total grant program?

Officer response: Yes, that is correct.

RESOLUTION:

Cr M Rae / Cr J Ashe

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
	TOTAL	\$ 100,000.00

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 total 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.**

CARRIED

Cr Ashe made the following statement:

it may be assumed that I have a conflict of interest in participating in decision making in relation to agenda item 9.2 being the 'Business and Tourism Innovation Grants – Business Growth or Establishment - Evaluation Panel Report' as my husband and I have a similar business in the same town as an applicant. I have taken advice from Council officers and I do not believe I have either a direct or indirect conflict of interest in this matter, as defined under the *Local Government Act 1989*.

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
	TOTAL	\$ 75,000.00

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.

RESOLUTION:

**Cr L Dunscombe / Cr S McAulay
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
	TOTAL	\$ 75,000.00

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 total 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.**

CARRIED

Cr R Bowles made the following statement:

It may be assumed that I have a conflict of interest in participating in decision making in relation to agenda item 9.3 being the 'Business and Tourism Innovation Grants – Business Support - Evaluation Panel Report' as a friend of mine is an applicant. I have taken advice from Council officers and I do not believe I have either a direct or indirect conflict of interest in this matter, as defined under the *Local Government Act 1989*.

Cr S McAulay made the following statement:

It may be assumed that I have a conflict of interest in participating in decision making in relation to agenda item 9.3 being the 'Business and Tourism Innovation Grants – Business Support - Evaluation Panel Report' as I am an ordinary member, in a non-executive role, of the Taggerty Community Progress Group, which is one of the applicants. I have taken advice from Council officers and I do not believe I have either a direct or indirect conflict of interest in this matter, as defined under the *Local Government Act 1989*.

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
	TOTAL	\$ 13,731.20

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.

RESOLUTION:

**Cr M Rae / Cr L Dunscombe
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
	Bakery Deluxe Dog Treats – Business Plan	\$ 2,000.00
	TOTAL	\$ 13,731.20

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

CARRIED

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
	TOTAL	\$ 24,000.00

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.

RESOLUTION:

Cr M Rae / Cr E Lording

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
	TOTAL	\$ 24,000.00

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 total 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.

CARRIED

Cr Bisset, on behalf of the Councillors, wished to thank the external Business and Tourism Innovation Grants Evaluation Panel for their time and expertise in achieving excellent results and congratulations to the Council officers involved in developing and implementing this 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.

RESOLUTION:

Cr S McAulay / Cr R Bowles
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.**CARRIED****11. NOTICES OF MOTIONS**

Nil

12. MATTERS DEFERRED FROM PREVIOUS MEETING

Nil

13. URGENT BUSINESS

Nil

14. COUNCILLOR AND PORTFOLIO REPORTS**14.1 CR MARGARET RAE - LAND USE PLANNING PORTFOLIO**

Change in planning continues apace with 11 permits issued for dwellings in April. As you may recall, at our last meeting we resolved to request the Minister to authorise exhibition of Amendment C63 Correction of Anomalies. We are now awaiting that authorisation so that exhibition can commence.

The Amendment C62 Gaming Policy is now on exhibition. Following the adoption of the Gaming Policy Review by Council, this is the next necessary step to having it included in the Planning Scheme. Submissions may be made during the exhibition period which closes on 11 June 2018. Details may be found on our website at <http://www.murrindindi.vic.gov.au/Your-Property/Planning-and-Building/Planning-and-Development/Planning-items-for-public-comment>.

Amongst many other things, the planning unit is focusing on two major issues going forward. The first of these is the cessation of the Temporary Accommodation Provisions introduced following the 2009 fires. These will cease on 30 September 2018 and our Council officers will be working closely with affected community members to assist them through this period.

Also a review of our Planning Scheme is under way and must be completed by the end of the year. This is always a huge task and should not be underestimated.

In addition, changes to the Building Regulations come into effect on 2 June 2018 that will require significant work to update relevant documentation.

Of the many actions taking place at the State level, a significant number continue to affect us and other councils on an ongoing basis. The introduction of the Fast Track Land Provisions provides government with the tools to undertake public land disposal in an effective manner. Whilst not a prominent issue for Murrindindi, there is currently one matter going through that process. This proposal by the Department of Treasury and Finance is for 3-9 Eildon Back Road, Thornton (previously the primary school) to be rezoned from Public Use Zone (Education) to Township Zone for the purposes of disposal. Submissions to this application are open until 8 June 2018 and information can be accessed via the Planning Victoria website at <https://www.planning.vic.gov.au/policy-and-strategy/government-land-planning-service/site-list/site-list/murrindindi-shire-council/3-and-9-back-eildon-road,-thornton>.

Revised bushfire mapping has again been undertaken, the 11th review to date. Many residential lots have been removed and Murrindindi Shire's mapping has not been altered. These reviews are ongoing and the 12th review will open shortly.

Amendment VC140 Bushfire State Planning Policy Planning Advisory Note 68 now includes some restrictions in respect of settlement planning. Our planners are currently exploring what effect this might have on future planning options within our shire.

It is also always interesting and informative to follow Victorian Civil and Administrative Tribunal (VCAT) decisions where there is a practice of publishing what is known as 'red dot' decisions for complex determinations. Recently there have been two related findings published, both in relation to the current criteria for minimum garden area requirements. VCAT expressed the view that more clarity was required in the legislation to enable good understanding and decision making. There has been a swift response from government with the adoption of Amendment VC143 in order to address many of the issues raised in the determination. Again, whilst this is not a high level matter for us, from time to time it does become a relevant issue and it is good to see more clarity on this.

A further amendment, VC146, implements the Infrastructure Contributions Plan (ICP) public land contributions model by introducing a new planning scheme overlay (Infrastructure Contributions Overlay) into the Victoria Planning Provisions. The overlay allows planning authorities to impose a monetary levy for infrastructure and secure land for public purposes as part of development proposals.

In addition to portfolio matters I have attended a number of activities representing Council, including:

- ANZAC services in Alexandra – whilst these took place close to the last meeting it is worth recording that three services are held over two days, all of which are increasingly well attended and clearly seen as highly important and valued by the community
- Country Women's Association (CWA) Creative Arts Exhibition – a lovely community focused occasion showcasing the Yarck Hall
- Alexandra Racecourse and Recreation Reserve meeting – now benefitting from a more predictable financial base, long term planning is the aim of this very effective committee
- Building Resilient Communities meeting in Alexandra - one of a series of community meetings currently under way, this was a great opportunity to hear from our community.

14.2 CR JACKIE ASHE - ECONOMIC DEVELOPMENT PORTFOLIO

Council has appointed a new coordinator in tourism and events, welcome to Matthew Thomas.

Council will be carrying out some much needed repair work on the Cheviot Tunnel and this will result in its closure from 4 to 8 June. A bypass route around the tunnel is available.

The Goulburn River Valley Tourism (GRVT) hosted a Visitor Information Centre summit held at Flowerdale last Thursday,

There are now over 225 businesses on the newsletter database

Instagram workshops were held in four sessions over 2 days. Over 50 people attended and feedback from participants was really positive.

There will be a series of workshops and events rolling out over coming months, in partnership with State Government and Murri Inc, in particular the Trades Business Industry and Information events will be held on 28 and 29 May at Thornton. From June to November there will be advanced marketing, financial, human resources, sustaining business across the shire. networking events for agri-business will be held in Thornton and Kinglake in June.

Congratulations to the organisers of the Mother's Day Walk for their tireless work and passion and to those who participated.

A Memorandum of Understanding between Murrindindi Food and Wine Inc. (MF&WI) and Murrindindi Winemakers Inc. was signed in Alexandra on 1 May. Was great to see the commitment to work together for the benefit of food and wine in the Murrindindi Shire.

The latest Calendar of Events for May – October 2018 is hot off the press. The events and entries in this are uploaded from the Australian Tourism Data Warehouse (ATDW). If businesses or groups need any assistance, contact either Council, GRVT or myself.

14.3 CR ERIC LORDING - INFRASTRUCTURE AND WASTE PORTFOLIO

The sealing of the length of unsealed road on Wattle and Pendlebury Street in Alexandra has commenced.

The works to improve roads safety on the Eildon-Jamieson Road have commenced. These are funded under the State Government's Black Spot program.

We have just completed works at the Marysville Caravan Park that will provide six additions sites.

The works to provide carparks, footpaths and street lighting in Extons Roads near the Middle Kinglake Primary School are nearing completion.

Construction of the Bushfire Memorials is progressing well and we expect to commence the construction of the final site at Kinglake shortly.

The 1st Alexandra Scout troop visited the Alexandra Resource Recovery Centre (RRC) on 23 April and gained an appreciation of how potential waste to landfill is being diverted for recycling at these facilities. It is great that members of the community can visit and learn more about waste management and the contribution we can all make.

The recent green waste amnesty, which allows free green waste disposal at all Council RRC sites, concluded on the 21 May. Again, this has been well utilised by the community as an alternative to burning off green waste.

Sustainability Victoria's (SV's) 'Detox Your Home' chemical collection program is visiting Seymour on Saturday 2 June. If you have chemicals at home that you want to dispose of, go to SV's website and check out the details <http://www.sustainability.vic.gov.au/detoxyourhome>.

Recycled material is still being accepted from our yellow top bins by our recycling contractors. Residents can greatly assist our efforts by doubly ensuring that the waste in these bins is not contaminated with foodstuffs or general waste. Especially no coffee cups or other waxed paper products. By us all putting in the effort, we can ensure our recyclable waste has very low to zero levels of contamination, ensuring that our recycling product is in demand compared to others. Saying that, we have noticed the extra effort that residents are putting into sorting the waste. It is wonderful to feel that the people of our shire are getting behind Council and making a difference. The future is now less uncertain. Having a pristine recycled product will make a big difference.

There is still an active presence of wasps in the shire with the reports of a few bites coming in. We will be reviewing our approach to wasp eradication while continuing our program of queen wasp capture and working with residents to eradicate the nests.

14.4 CR LEIGH DUNSCOMBE - CORPORATE AND CUSTOMER SERVICES PORTFOLIO

I would just like to remind everybody that the Draft Council Budget for the 2018/19 financial year is open for public consideration and submissions and I would encourage everyone, if you haven't already done so, to have a look over the budget and let us know your thoughts. I am encouraged by the verbal feedback I have been hearing and look forward to reviewing all of the official submissions from our communities.

I flagged last month the very real possibility that, as was the case last year, the Victorian Grants Commission may remit some or all of the 2018/19 funding allocation early i.e. in this financial year instead of the next for which it has been budgeted. This possibility is looking more and more likely. While this would have no material effect on finances, and in fact would be a good thing, it would affect the bottom line figure in the 2018/19 first quarter budget update by turning a balanced budget into a deficit by the remitted amount. Under current accounting standards this type of revenue must be recorded in the financial year in which it is actually received and as such, can be a source of confusion if not properly explained or accurately reported. This same situation occurred last year and proved to be a major source of confusion throughout our communities.

14.5 CR REBECCA BOWLES - NATURAL ENVIRONMENT AND CLIMATE CHANGE PORTFOLIO

No report this month.

14.6 CR SANDICE MCAULAY - COMMUNITY SERVICES PORTFOLIO

Community Planning

The second round of the community workshops are happening this week. Community representatives from across the shire are assisting to develop a community planning framework. I am looking forward to participating in this on Thursday night in Marysville.

Aged and Disability Services

Three community information sessions on dementia and memory loss are being delivered through the Age Friendly Communities initiative in partnership with Community and Neighbourhood Houses. There is strong interest from the community in these sessions with 25 people attending the first session in Kinglake.

Children's Services

I was very honoured to be invited to MC the fifth annual Early Years Conference at the lovely Eildon Holmesglen facility. This year's theme was supporting healthy families presented by the Murrindindi Children's Network. There were well over 60 participants and various presentations ranged from mindfulness time for pre-schoolers and respectful relationships. I suspect that the favourite presentation was the African Drummers who got the whole place rocking and rolling after our lovely lunch.

Murrindindi Shire Council has been nominated for the Family Day Care Australia Service of the Year award through Family Day Care Australia. Four of our educators have also been nominated for the Educator of the Year Awards.

Maternal and Child Health Services

New immunisation sessions have been established to improve families' access to free flu vaccinations for children aged six months to four years of age.

Parents education sessions will be offered to the community in June on sleep and settling your baby and enjoying your terrific toddler.

Youth Services

Murrindindi resident Kate Chalmers was a semi-finalist in Victoria's young achievers awards last Friday night, Council officers were in attendance at the award ceremony.

Recreation

The Alexandra Showgrounds female change rooms finished in time for their first home netball game in April.

The Yea railway play space community consultation went well with good response and input to support a final draft.

Library

The big news for the Murrindindi Library Service is the imminent return of the Mobile Library, and now customer service van. We have taken delivery of a brand new prime mover and the van itself has had a major refresh with a new external wrap which looks fabulous. It advertises both reading and our gorgeous shire. The van has also had an internal refresh. Our thanks to the Victorian Government's Living Libraries Infrastructure Program for the grant which has enabled the van's rejuvenation.

The van will be back on the road in the last week of May. The new timetable extends from five stops across the shire to eight. The three new stops are Toolangi, Highlands and Glenburn. I am sure I speak for many when I express my pleasure at having the mobile service back on the road. And it will be popping up across the shire at various events too.

All four of Council's library branches, in Kinglake, Yea, Alexandra and the mobile library have now had their carpets replaced in recent months which gives them a fresh new look. My thanks to our wonderful library staff, and the volunteers who assisted them, for all their work in removing and then replacing the many thousands of books to enable this to happen. My thanks too to the community for their patience with branch closures while this work occurred.

I was also delighted to be invited to open the Hume Goulburn Group of Country Women's Association (CWA) Creative Arts exhibition in Yarck and also attended the 90 year celebration of the Victorian CWA Association in Yea last weekend.

Last week I attended the Rural Councils of Victoria Summit at Lakes Entrance. It was great to see the similarities and differences across the regions. Clearly however all rural councils experience similar interests and needs in improving liveability in our shires. It is great that our young people go away and live and learn in the wider world but how do we make it so that they are keen to come back and live and have their own families. It was scary to hear about the huge advances in technology and artificial intelligence such as the auto cars that are already a reality with the expectation that there will be driverless taxis in the next 12 months in some suburban settings and already driverless shuttle buses in some of the university campuses. How do we keep up in this emerging world?

However, my favourite presentation was from Matt Pfahlert who talked about entrepreneurship and young people. You may have heard of him in relationship to the Old Beechworth Jail buy back and how successful that social enterprise has been. I am keen to invite Matt down to talk to our Councillors in the near future.

I visited the Marysville Arts Centre/Visitor Information Centre, the renovations works are going well. The naming of the new centre is happening at a meeting in Marysville tonight as we speak.

14.7 CR CHARLOTTE BISSET – MAYORAL REPORT

Thank you for the opportunity to present my report. It's hard to believe the middle of the year is fast approaching.

After last month's Council meeting, all Councillors partook in ANZAC day ceremonies across the shire. I attended the Yarck and Terip ANZAC ceremonies. At Terip Terip the ceremony included a visit from Angelique the donkey and her owner John from Amelia Rise donkeys at Terip Terip. They were both dressed up in the spirit of Simpson and his donkey.

It was a perfect day on Sunday 13 May for the first Mother Day Classic to be held in the Alexandra/Yea district. A big thanks to Karen Stillman for organising and running the event. Over 180 people of all ages participated in the three distances. Starting from Yarck, Cathkin and Koriella. All funds raised from this event was for the research into breast cancer and I'd also like to add that breast cancer has no boundaries with regards to gender and the rise of breast cancer in males is unfortunately on the increase. So a reminder to regularly check for lumps and if you find one have a doctor look at it as soon as possible.

The Variety Club of Victoria- known for its tremendous efforts as a children's charity, commenced their Variety Bash at Eildon on 14 May. This year's theme was Treasure Island and 'me hearties' did they go to town with the theme. I had never really seen anything like it before, the outfits and the effort gone to dress up their cars was outstanding. The Eildon Primary School hosted the morning breakfast before over 20 cars headed off. This year there were two Eildon teams participating in the event. Again it is great to see our local community members committing to helping those in need. It just says so much about the sincere and caring attitude of Murrindindi communities. The Eildon Primary School students got involved as well by dressing up in pirate costumes and seeing off the cars. A big thanks the Variety Club who donated over \$5000 to the Eildon Primary School so each child can now access a device to enhance their learning.

Cr J Ashe and I along with the General Manager Infrastructure and Development Services met with the principal of the Rubicon School's Thornton campus. It was great to hear of the future plans of the school and the great benefits it brings to our local region, including employment.

As the delegated Council representative on the Central Ranges Local Learning and Employment Network, I attended the organisation's annual general meeting on Tuesday 15 May. It was great to announce the winner of the Christine Cox Trail Blazer award and participate in activities with Melbourne's Play Back Theatre Company.

Last Friday the Chief Executive Officer, Craig Lloyd, and I attended the Municipal Association of Victoria (MAV) state council in Melbourne. It was great to see nearly all 79 Victorian councils in attendance.

Last Saturday Councillors' S McAulay, R Bowles and I attended the Hume Goulburn Group of the Country Women's Association (CWA), 90th birthday celebrations. The celebrations were held in Yea as part of CWA Victoria's wider 90th birthday celebrations. There are 14 CWA groups in the Hume Goulburn, spread across Murrindindi Shire Council, Mitchell Shire Council and Mansfield Shire Council. The CWA is a wonderful service group that operates throughout the rural regions to support our communities in times of crisis but also in times of celebration. The CWA is about friendships, service to the communities, social connections and continued lifelong learning.

Harry my son and Maggie our dog joined in the RSPCA's Million Paws walk, last Sunday around the Eildon Pondage. This event was organised by enthusiastic local Mark Howard from Eildon who did a great job to raise funds for the RSPCA. It was 'pawfect' walking weather with around 30 dogs and their owners strutting their stuff around the pondage track.

Cr S McAulay and Chief Executive Officer, Craig Lloyd, and I met with representatives from the Alexandra Timber Tramway and Museum to have a tour of the area and discuss their future plans for the precinct. It is such an important part of the history of the area and connection to Rubicon and wider rail network.

Last night Cr M Rae and myself attended the second workshop of the building resilient communities community working groups, workshop 2 in Alexandra. It was great to hear from a passionate group of individuals about what's important to them in their community and how Council and communities can work more effectively together.

It was hard to leave Yarck's 'Biggest Morning Tea' held this morning at the Yarck Hall. The event which was organised by a group of Yarck locals to raise money for the Cancer Council of Australia, had amazing support with over 115 people coming from all over the shire. There were significant contributions made by local Yarck businesses, such as \$500 donated by the Yarck Hotel and all the delicious food, donated, prepared and served by local Yarck business Giddy Goat Cafe. Well done to all involved.

Today is 'Wear Orange Day' in recognition of the incredible work the SES do. In our shire we have the Maryville, Alexandra and Kinglake SES units. These amazing volunteers put themselves out there to support our communities in times of need. We are absolutely indebted to their service. And to them I say a thankyou on behalf of the Murrindindi Shire Council.

15. CHIEF EXECUTIVE OFFICER REPORT

Customer first:

- progress of Workshops with staff to review processes
 - Community Safety (Local Laws)
 - Waste Services
- reduce duplication
- remove unnecessary bureaucracy
- simplify doing business with Council
- first noticeable changes will appear during June

Advocacy success on a range of VicRoads matters:

- safety works and resurfacing
 - Downey & Grant Streets
- meetings with CEO & Regional Staff - VicRoads
 - Community Consultation, including;
 - Highway Yarck
 - signage on Spur.

Large range of external meetings notably:

- Matthew Burns, new CEO Tuangarung Clans Aboriginal Corporation
 - opportunities for partnering with Council
 - growing employment within the Shire.

Local Government Act (the Act) – Bill introduced into Parliament today:

- Modernise Council Governance
- brings *Act* into line with good practice.

Focus in the next few days will be making contact with users of the Old Hospital Building who have been given notice by the Alexandra Hospital.

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"> 1. Fun Mudder Event 2. Amendment C63, Correction of Anomalies 3. Quarterly Council Plan 2017-2021 Progress Summary – 31 March 2018 4. Capital Works Quarterly Report - March 2018 5. Quarterly Financial Report to 31 March 2018 6. Draft Annual Budget 2018/19 7. Yea and District Children's Centre – Stage One Redevelopment
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"> 1. Vegetation Landscape Planning Controls 2. MEAC Recognition

	3. Business & Tourism Innovation Grants – Evaluation Panel Report			
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:	1. CEO 100 Day Report 2. Audit Committee Appointment 3. Recycling Contract matters
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:	1. Community Planning 2. Conflict of Interest Workshop 3. Tourism and Events Action Plan 4. Business & Tourism Innovation Grants 5. Bushfires 10 year anniversary
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.

RESOLUTION:

Cr M Rae / Cr R Bowles

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

CARRIED

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.

RESOLUTION:

Cr S McAulay / Cr L Dunscombe

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

CARRIED

There being no further items of Business, the Chairperson declared the meeting closed at 7.43 pm.

CONFIRMED THIS

Wednesday 27 June 2018.

CHAIRPERSON

CPSS