

8 ADVOCACY AND COMMUNITY SERVICES

8.1 MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE ACQUITTAL

Author: Adam Evans - Manager Local Laws and Emergency Management
Bryan McCarthy - Emergency Management and Recovery Coordinator

File No: GT/05/003

Attachments: Nil

1. Purpose

- 1.1 To seek Council's support for the disestablishment of the current Municipal Emergency Management Planning Committee (MEMPC) and establishment of a new MEMPC.

2. Background

- 2.1 On 1st December 2020, Section 82 of *Emergency Management Legislation Amendment Act 2018* repealed the legislative backing for the existing MEMPC's as detailed in the *Emergency Management Act 1986*. This amendment inserted sections under which Council is required to establish a new MEMPC. The new MEMPC has more specific memberships and functions.
- 2.2 The current MEMPC arrangements have been in place for over 20 years and are set out in the *Emergency Management Act 1986*. This reform followed several enquiries and a Royal Commission, that highlighted the need for change and shared responsibility amongst key agencies.
- 2.3 The amendment to the EM Act shifts responsibility of municipal emergency management planning from Council to the reformed, multi-agency MEMPC, which will be the peak emergency management planning body in the municipal district. This shift of responsibility highlights the intent of the reform to support emergency management planning as an integrated, multi-agency and collaborative effort.
- 2.4 The amendment also provides the Chief Executive Officer (CEO) with the responsibility of nominating a Council officer as Chairperson for the new MEMPC. The CEO has formally nominated Bryan McCarthy, Emergency Management and Recovery Coordinator, as the Chairperson.

3. Key Matters

- 3.1 In line with section 59(1) of the *Local Government Act 2020*, Council is enabled to acquit the responsibility to establish a MEMPC through a Council resolution. This resolution ensures that the current MEMPC is dissolved and a new MEMPC is established in accordance with the amended EM Act.

COUNCIL TO ACQUIT THE MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE (CONT.)

It also recognises that the new MEMPC promotes shared responsibility for planning by requiring relevant agencies to participate in the planning process, and that the MEMPC reports directly to the Hume Regional Emergency Management Planning Committee, not to Council.

- 3.2 Emergency Management Victoria (EMV) has provided information and guidance for the CEO to establish the new MEMPC and implementation of the amendments to the EM Act affecting Council.

Recommendation

THAT Council:

1. Authorises the disestablishment of the existing Municipal Emergency Management Planning Committee (MEMPC) established under s21(3)-(5) of the *Emergency Management Act 1986*, in recognition that on 1 December these provisions are repealed by s82(2) of the *Emergency Management Legislation Amendment Act 2018* and replaced by the provisions of s68 of the *Emergency Management Legislation Amendment Act 2018*.
2. Authorises the CEO to facilitate the establishment of the MEMPC in accordance with the provisions of s68 of the *Emergency Management Legislation Amendment Act 2018* (which inserts a new 'Part 6-Municipal Emergency Management Planning Committees' into the *Emergency Management Act 2013* on 1 December 2020).
3. notes that, under the MEMPC Terms of Reference provided and the *Emergency Management Legislation Amendment Act 2018* (which inserts s59 and 59F into the *Emergency Management Act 2013* on 1 December 2020), Council's role is to establish the committee. Once established, the committee exists separately to Council and is not a committee of Council.

COUNCIL TO ACQUIT THE MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE (CONT.)

4. Financial, Resource and Asset Management Implications

- 4.1 There are no financial implications, changes can be accommodated in existing budget and resources.

5. Consultation

- 5.1 Emergency Management Victoria have provided the advice and information needed for the resolution of Council.
- 5.2 The new MEMPC, once established, will identify how it fills the requirement for community and other representation on the committee. This may involve community engagement.

6. Sustainability Implications (Social and Environmental)

- 6.1 The new MEMPC is tasked with identifying and appointing community representation as well as representation from local industry, business and agencies.
- 6.2 The impact of climate change and its consequences on our community and environment will be a focus for the new MEMPC.

7. Policy and Legislative Implications

- 7.1 The *Emergency Management Legislation Amendment Act 2018* amends a number of Acts, including the *Emergency Management Act 2013*. The recommendations in this report are in accordance with these legislative changes.

8. Alignment to Council Plan

- 8.1 This report aligns with 4.1: Promote a safe and secure environment throughout the Shire.

9. Conflict of Interest

- 9.1 No officers involved in the preparation of this report have any direct or indirect interest in this matter.

10. Risk Implications

- 10.1 The authorisation of the three recommendations will enable the prompt establishment of a new MEMPC and therefore minimise any risk.

Risk	Risk Ranking	Proposed Treatments	Within Existing Resources?
Non-Compliance with new legislation may leave the MEMPC	Low	Council authorises the establishment of a new	Yes

COUNCIL TO ACQUIT THE MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE (CONT.)

Risk	Risk Ranking	Proposed Treatments	Within Existing Resources?
without legislative backing.		MEMPC in accordance with the legislation.	

11. Conclusion

- 11.1 These three recommendations presented for Council consideration, form an integral part in Council complying with the requirements of the *Emergency Management Act 2013* and will assist in the establishment of an integrated multi-agency Municipal Emergency Management Planning Committee.

8.2 SPORT AND RECREATION VICTORIA - GRANT OPPORTUNITIES

Author: Lyn Morling - Recreation and Open Space Coordinator
Luke Douglas - Recreation Development Officer

File No: GS/04/093

Attachments: Nil

1. Purpose

- 1.1 To seek Council's endorsement for the Chief Executive Officer to approve grant applications to Sport and Recreation Victoria, should opportunities arise and application close prior to the first 2021 Council meeting.
- 1.2 To seek approval for a grant application to Sport and Recreation Victoria's Community Cricket Program, closing 1 February 2021, for a \$100,000 grant towards the Harley Hammond Cricket Net project.

2. Background

- 2.1 In past years, most of Sport and Recreation Victoria's facility grant opportunities have been announced in October/November, generally with a December meeting of Council determining application priorities to be able to submit by the early February closing date.
- 2.2 Only two funding streams have been announced – Community Cricket and The World Game. It is proposed to apply for a grant under the former.

3. Key Matters

- 3.1 COVID-19 has impacted on 2020 and the State Government did not announce its Budget until 24 November, consequently Sport and Recreation Victoria has not been able to announce its grant opportunities. It is possible there may be new or expanded opportunities.
- 3.2 It is likely that Sport and Recreation Victoria will still use the early February for closing of applications, but this may not align with Council meeting dates.

Recommendation

THAT Council:

1. Endorses the Chief Executive Officer to approve the submission of Sport and Recreation Victoria grant applications.
2. Supports the submission of an application to Sport and Recreation Victoria for \$100,000 under the Community Cricket Program for the Harley Hammond Cricket Nets Project.

SPORT AND RECREATION VICTORIA - GRANT OPPORTUNITIES (CONT.)

4. Financial, Resource and Asset Management Implications

- 4.1 Council has the challenge of dealing with outdated ageing infrastructure at older established sites as well as providing new services to meet growth area needs. This especially applies to sport and recreation services where detailed facility guidelines have now been developed by key sports. Grant funding is usually linked to meeting the applicable guidelines.
- 4.2 Over recent years, Council has received significant grant funding towards sport and recreation service infrastructure renewal and improvements, primarily from Sport and Recreation Victoria.
- 4.3 Project priorities have been determined through service need planning, asset condition assessments and compliance and other risk assessments.
- 4.4 A whole of life cost approach has been applied and this has seen better asset management and financial outcomes for outdoor sports courts and sports lighting.
- 4.5 The Harley Hammond Cricket Net Project is the highest cricket facility priority – it was submitted as one of Council's two projects to the last round of Sport and Recreation Victoria's Community Cricket Program (Greenhill Reserve Cricket Nets were funded).
- 4.6 Council has already obtained a \$30,000 Cricket Australia grant towards the Harley Hammond Reserve project. The maximum available grant for Sport Recreation Victoria's Community Cricket Program is \$100,000. If the grant application is successful, Council will need to fund the remainder of the project. Detailed design works are currently in progress
- 4.7 An application to The World Game Fund (soccer football) is not recommended for the recently announced new funding round as a major project was funded in the last round and will be delivered at Broadford Secondary College over the coming months.

5. Consultation

- 5.1 Council officers work closely with site Committees of Management, user groups, state and regional sporting associations and Sport and Recreation Victoria on all projects.
- 5.2 As this report is seeking Council's permission for the Chief Executive Officer to be able to approve potential grant applications, it is suggested that an informal process of engagement on any proposed applications be undertaken with Councillors. This may or may not be necessary, depending on Sport and Recreation Victoria's closing date (normally early February) for their biggest funding program – Local Sports Infrastructure Program.

SPORT AND RECREATION VICTORIA - GRANT OPPORTUNITIES (CONT.)

6. Sustainability Implications (Social and Environmental)

- 6.1 The Sport and Recreation Victoria funding guidelines and assessment criteria support improved social equity and environmentally sustainable outcomes. In partnership with Sport and Recreation Victoria and state sporting associations, Council has delivered, and is currently delivering, a number of significant projects with a focus on increasing and maintaining female participation in a more generally inclusive environment.
- 6.2 New facilities such as change rooms have environmentally sustainable elements and all new sports lighting is LED-based.
- 6.3 The Harley Hammond Cricket Net Project is to renew ageing nets but to also relocate them to take the runups off the oval, where they are doing damage to the playing surface and creating risk. Runups on a sportsground playing surface are not compliant with Cricket Australia's Facility Guidelines. The oval was rebuilt 3-4 years ago and it is important that its 'life' be optimised.

7. Policy and Legislative Implications

- 7.1 The Chief Executive Officer must operate within the Chief Executive Officer's Delegations.

8. Alignment to Council Plan

- 8.1 Establish and maintain high quality roads, footpaths, parks, recreation facilities, streetscapes, bike paths and public open spaces (4.3)
- 8.2 Empower our volunteer community (4.2)

9. Conflict of Interest

- 9.1 No officers involved in the preparation of this report have any direct or indirect interest in this matter.

10. Risk Implications

- 10.1 Potential reputational and/or financial risk

Risk	Risk Ranking	Proposed Treatments	Within Existing Resources?
Missed opportunity to optimise external grant funding to support service improvements.	Low	Empower Chief Executive Officer to approve submission of grant applications, if needed to meet application closing deadlines.	Yes

SPORT AND RECREATION VICTORIA - GRANT OPPORTUNITIES (CONT.)

8.3 WHITBURGH COTTAGE GRANT APPROVAL

Author: Celeste Jordan - Arts, Culture and Heritage Advisor

File No: HI/04/001

Attachments: Nil

1. Purpose

- 1.1 The purpose of this report is to seek Council endorsement of the amount identified in the draft 2021-2022 budget for Whitburgh Cottage.

2. Background

- 2.1 Whitburgh Cottage (H0774, HO71) is Kilmore's oldest surviving bluestone house built between 1853-1857. Currently, the building is in poor condition and at risk according to the Conservation Management Plan (CMP) completed by Michael Taylor Architecture and Heritage in 2020. It has been identified that if works do not occur on Whitburgh Cottage is at risk of deteriorating further.
- 2.2 The Living Heritage Program was launched in 2016 to provide funding to safeguard and reactivate Victoria's key heritage resources. The Program aims to enable owners and managers to undertake necessary conservation works to address the needs of their heritage place or object, and in doing so, support the ongoing and sustainable use of the State's most significant heritage assets. In accordance with the 22 June 2020 Council resolution (8.4 Living Heritage Grant - Whitburgh Cottage), the Living Heritage Grant Round 5 was applied for the maximum amount of \$200,000. On Monday 23 November 2020. Officers received the confidential confirmation from Heritage Victoria that the grant application, Whitburgh Cottage Conservation and Preservation Project, was successful for the full amount.

3. Key Matters

- 3.1 While the grant was successful it does not cover the full amount scoped for the restoration of Whitburgh Cottage. The full list of works has been identified in a Conservation Management Plan (CMP) completed by Michael Taylor Architecture and Heritage in 2020.
- 3.2 Quotes obtained for the full list of works necessary for the Living Heritage Grant Round 5 application, identified that the works will total \$607,000 (inclusive of Capital Works contingency and Project Management costs).
- 3.3 At the Capital Works Board the total budget was highlighted for the 2021-2022 financial year. However, in light of the successful grant application the remaining \$407,000 (exclusive of the grant) some monies may be required to be committed in the 2020-2021 financial year. This is so the future

WHITBURGH COTTAGE GRANT APPROVAL (CONT.)

building contract can be signed in good faith. It is expected that the majority of the expenditure will then remain in the 2021-2022 financial year. It is estimated that less than \$40,000 will be required in the 2020-2021 financial year.

Recommendation

THAT Council notes the confirmation of the Heritage Victoria grant for \$200,000 and endorses a Council contribution towards this project of \$407,000 to be included in the 2021/22 capital works budget.

WHITBURGH COTTAGE GRANT APPROVAL (CONT.)

4. Financial, Resource and Asset Management Implications

- 4.1 Whitburgh Cottage is in the Capital Budget for 2021-2022 at \$607,000 with a Council cash component of \$407,000, with confirmed grant income of \$200,000. There has been a generous budget allowance given the high-risk nature of heritage buildings:
- 4.2 An allowance of \$8,500 has already been made in 2020-2021 Operating budget for fees and permits. The capital budget is outlined below:

Budget line	Amount
Building - highest of two quotes (noting tender will be required, detailed concepts included in the CMP)	\$345,000
Consulting fees – Heritage architect	\$60,000
Project management fees	\$40,000
Other Costs	\$27,000
Contingency (significant allowance due to the age of the building)	\$135,000
Total	\$607,000

5. Consultation

- 5.1 Kilmore Historical Society have met with Council and Officers on a number of occasions to discuss their concern regarding the state of Whitburgh Cottage and plans for the site. Before any of these plans can progress, Heritage Victoria has advised the building needs to be restored. During the restoration, a business plan will be developed in consultation with the Kilmore Historic Society for Council's consideration on the best way forward for the site once it is fully restored. The Kilmore Historical Society have previously indicated that they would like to contribute to the rear of the property. They are also however interested in going into the former Kilmore Town Hall. In the meantime, they have signed a 10-year lease at the former Kilmore Post Office. The restoration does not impact on Council's decisions for the future of use of either site.

6. Sustainability Implications (Social and Environmental)

- 6.1 This project provides good opportunities for collaboration and partnership between Council and the community in the future when the building is

WHITBURGH COTTAGE GRANT APPROVAL (CONT.)

restored. It also recognises the important cultural heritage of the local area. It will provide a positive improvement to the visual environment.

- 6.2 The cottage is an important element of the local streetscape and will be retained and enhanced through this project. The restoration of Whitburgh Cottage provides Council and the community with future opportunities including tourism. The works will be carried out by local trades under a Heritage Advisor.
- 6.3 The Kilmore Historical Society and others will have opportunities to be consulted on the conservation works. The works will consolidate Whitburgh Cottage's condition and safety. The works will also promote increased community use of the site.

7. Policy and Legislative Implications

- 7.1 The planned and future conservation works at Whitburgh Cottage that affect fabric and elements of significance will be carried out with regards to the principles of the Australian ICOMOS Burra Charter, 2013 and The Heritage Act 2017. The current Conservation Management Plan (CMP) will be the guide to all planned and future works. The Burra Charter provides guidance on the conservation of places of heritage significance. The principles of the charter will be applied when considering future works to fabric previously identified in this document of primary and secondary significance to Whitburgh Cottage.

8. Alignment to Council Plan

- 8.1 Responsible Planning section "Review heritage values and support the community in protecting and enhancing local natural and built heritage."

9. Conflict of Interest

- 9.1 No officers involved in the preparation of this report have any direct or indirect interest in this matter.

10. Risk Implications

Risk	Risk Ranking	Proposed Treatments	Within Existing Resources?
Whitburgh Cottage is at structural risk due to deflection of the west wall. Refer attached structural advice by Michael Taylor. This progressive deflection has potential to cause the wall's collapse.	High	Significant works outlined in the CMP	Yes

WHITBURGH COTTAGE GRANT APPROVAL (CONT.)

Risk	Risk Ranking	Proposed Treatments	Within Existing Resources?
<p>Currently, the external envelope of the western wall is peeling away from the internal envelope. The internal walls have cracked, and much of the original plaster is on the floor. While the later addition of internal rods has helped stabilise the building, they have not succeeded in ceasing the continued degradation of the building. There is also a risk of vandalism due to the dilapidated and abandoned appearance of the building, further degrading the heritage building.</p>	High	Significant works outlined in the CMP	Yes
<p>Roof is in danger of collapsing, due to the western wall</p>	High	Significant works outlined in the CMP	Yes
<p>Pricing is difficult to ensure on a Heritage Building</p>	Medium	A component of 30% contingency has been built into this project.	Yes