



**MORNINGTON  
PENINSULA**  
*Shire*

**ADDENDUM AGENDA**

**COUNCIL MEETING**

**TUESDAY, 16 DECEMBER 2025**

**6:30PM**

**MUNICIPAL OFFICES  
BESGROVE STREET, ROSEBUD**

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## 4 MANAGEMENT REPORTS

### COMMUNITIES

#### 4.4 Draft Open Space Strategy and Draft Open Space Contributions Report - Adoption

Issued By	Manager – Strategic and Infrastructure Planning
Authorised By	Acting Director - Community Strengthening
Document ID	A13952357
Briefing Note Number	BN2157 – 9 December 2025
Attachment(s)	1. Mornington Peninsula Shire Open Space Strategy

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***Addendum – Updated Attachment  
Circulated Friday, 12 December 2025***

## OFFICE OF THE CEO

### 4.7 2026 Appointment of Councillor Representatives and Committee Chairs

Issued By	Simone Borthwick, Executive Officer to Mayor and Deputy Mayor
Authorised By	Manager - Governance & Risk
Document ID	A13938509
Briefing Note Number	BN2153 – 9 December 2025
Attachment(s)	1. Council Representatives and Substitute Representatives to non-delegated Committees and Associations

***Addendum – Late Report  
Circulated Friday, 12 December 2025***

### EXECUTIVE SUMMARY

The purpose of this report is to:

- Recommend Council Representatives and Substitute Representatives to various non-delegated Committees, Peak Industry Bodies and Regional and Community Organisations as set out in the Proposed – Appointment of Council Representatives and Substitute Representatives 2026 table below.
- Consider nominations for the Audit and Risk Committee.
- Consider nominations for the Chair of the Forward Planning Committee and membership of the Section 223 Submission Committee.

### RECOMMENDATION

That Council:

1. **Delegates Councillors to the relevant non-delegated Committees, Associations, Peak Industry Bodies, and Regional and Community organisations as detailed below for the 2026 calendar year.**

**INSERT TABLE HERE**

2. **Appoints Cr \_\_\_\_\_ and Cr \_\_\_\_\_ as the Representatives of the Audit & Risk Committee and Cr \_\_\_\_\_ as the Substitute Representative for the 2026 calendar year.**
3. **Removes the Mornington Liquor Industry Accord from the Council Appointed Representative and Substitute representative table for 2026.**
4. **Removes the Friends of Los Palos from the Council Appointed Representative and Substitute representative table for 2026.**

**4.7 (Cont.)****5. Forward Planning Committee Appointments:**

**A. Appoints Cr \_\_\_\_\_ as the Chair of the Forward Planning Committee from 1 January 2026 to 30 June 2026.**

**B. Appoints Cr \_\_\_\_\_ as the Chair of the Forward Planning Committee from 1 July 2026 to 31 December 2026.**

**6. Section 223 Committee Appointments**

**A. Appoints Cr \_\_\_\_\_ and Cr \_\_\_\_\_ and Cr \_\_\_\_\_ to the Section 223 Submission Committee from 1 January 2025 to 30 June 2025.**

**B. Appoints Cr \_\_\_\_\_ and Cr \_\_\_\_\_ and Cr \_\_\_\_\_ to the Section 223 Submission Committee from 1 July 2025 to 31 December 2025.**

**COUNCIL PLAN**

This aligns with the Council Plan 2025-2029, in particular:

People: A safe, accessible, inclusive and engaged community that fosters our diverse culture, supporting health and wellbeing and a connected and compassionate society for all.

Strategic Objective 2.1: A safe, accessible, inclusive and healthy community.

**GOVERNANCE PRINCIPLES**

Section 9 of the *Local Government Act 2020* states that a Council must in the performance of its role give effect to the overarching governance principles. This report aligns with principles (D), (F) and (I) which are:

D. The municipal community is to be engaged in strategic planning and strategic decision making.

F. Collaboration with other Councils and Governments and statutory bodies is to be sought.

I. The transparency of Council decisions, actions and information is to be ensured.

**RELEVANT COUNCIL DECISIONS AND POLICIES**

This report goes to Council annually. At its meeting on 3 December 2024, Council appointed Councillor Representatives and Substitute Representatives for the 2025 calendar year to various non-delegated Committees, Peak Industry Bodies, and Regional and Community organisations.

In addition, Chairs of the Forward Planning Committee were appointed, and membership of the Section 223 Submission Committee adopted.

Following a period of public consultation, Council adopted the draft Committee Management Policy at its meeting on 22 July 2025.

**4.7 (Cont.)****DISCUSSION****Purpose**

Each year Council considers the need for formal representation and liaison with a wide number of non-delegated Committees, Peak Industry Bodies and Regional and Community organisations.

Whilst the Mayor of the day is typically Council's key representative, the volume of associations where Council seeks an involvement is such that representation needs to be shared amongst all Councillors to ensure a manageable workload.

The representative is the appointed representative of Council and as such, is responsible for ensuring that regular reports are made to Council on decisions and outcomes concerning those matters dealt with that relate to Council business.

**COMMITTEES LIST – Proposed Changes****Mornington liquor Industry Accord**

The Liquor Accords are a Victoria Police initiative and there is no requirement for a Councillor to be appointed as a representative or to attend meetings. Councillors may attend meetings as observers.

Council continues to support the three local Liquor Accords through administrative support provided by the Business and Industry Support team. It is proposed that the Mornington Liquor Accord be removed from the list of committees.

The Liquor Accords function as operational working groups, and Councillors may attend any of the meetings at their discretion.

**Friends of Lospalos**

The Mornington Peninsula Friends of Lospalos (FOLP) is an independent association chaired by an Executive Committee.

The Shire officer recommendation is that no Councillor representative be appointed to FOLP.

**COMMITTEES LIST – No Changes****Background**

Council Representatives and Substitute Representatives are required for the following Committees, Peak Industry Bodies and Regional and Community organisations:

**Arts and Culture Advisory Panel**

The Arts and Culture Advisory Panel (ACAP) works with Council to help shape priorities and direction and to identify opportunities to grow and promote arts and culture across all of the Mornington Peninsula.

Members of the ACAP are drawn from diverse range of backgrounds and have extensive knowledge and experience.

**Association of Bayside Municipalities**

The Association of Bayside Municipalities (ABM) includes all 10 municipalities abutting Port Phillip Bay. It is a forum for advocacy of member issues and the discussion of regional

**4.7 (Cont.)**

coastal matters such as climate change adaptation, research on coastal issues and meeting infrastructure and recreational demands. Meetings of the ABM are often attended by representatives of State Government agencies with an interest in the planning and management of Port Phillip Bay and its coastline.

**Audit and Risk Committee**

The Audit and Risk Committee is established under section 53 of the *Local Government Act 2020* (the Act). It is not a delegated committee, but monitors the internal control environment, financial and performance reporting, risk management and fraud prevention, and internal and external audit functions of the Council in accordance with the Act.

The Committee is chaired by an independent member, with two additional independent members and two Councillor representatives.

**Australian Coastal Councils Association**

The Australian Coastal Councils Association is a national body which represents the interests of coastal councils and their communities, of which the Shire is a member.

The role of the Australian Coastal Councils Association is to advocate on behalf of coastal councils. It also commissions research on behalf of councils in coastal areas in relation to a range of coastal issues including climate change, environmental degradation, and erosion.

**Bass Park Trust**

Bass Park is an area of 103 acres, much of which is leased to the Flinders Golf Club. Bass Park was created by a Crown Grant in 1923, to preserve the land for use by the public and to protect the area for the purpose of the game of golf.

The Bass Park Trust is comprised of three representatives of the Flinders Golf Club, two public representatives and one Councillor, elected by a majority of the votes of the Councillors voting at a meeting of the Council of the municipality to form the Trust.

The Governor in Council approves the Council representative to the Bass Park Trust.

**Climate Emergency Community Reference Group**

The Climate Emergency Community Reference Group is a platform for community representatives to advise Council and Shire officers on the delivery of its Climate Emergency Plan. The reference group will provide input on targets and actions, climate change related issues being experienced in the community and priority tasks and programs. The group will consider and be guided by the best climate science available.

The role and function of this group will be considered through the development of the Climate Resilience Plan in early 2026.

**Disability Advisory Committee**

The Disability Advisory Committee (DAC) is a Committee of the Shire whose purpose is to advocate, advise and make recommendations to Council on issues impacting people with disability in the local and wider community. To work with Council to ensure that all relevant policies, programs, and practices reflect the needs and rights of community members with disabilities, and carers of people with disability.

To provide a central point for Council and the Shire community regarding issues relevant to people with disabilities.

**4.7 (Cont.)**

The Committee acts in an advisory capacity only and has no delegated authority to make decisions on behalf of Council.

**Greater South East Melbourne**

Greater South East Melbourne (GSEM) group includes eight local government areas: the Shires of Cardinia and Mornington Peninsula and the cities of Casey, Frankston, Greater Dandenong, Kingston, Knox and Monash.

The GSEM group advocates for jobs, infrastructure, investment, liveability, sustainability, and wellbeing for the southeast and everyone who works and lives in the region. GSEM sees a productive, economically sustainable, and connected economy hand-in-hand with liveability and high quality of life for residents.

GSEM envisages a future with great jobs filled by skilled and educated people who are healthy, happy, and able to arrive and depart easily to and from destinations across the city, State, Country, and globe – and it is all done sustainably.

**Health and Wellbeing Committee**

The Health and Wellbeing Committee aims to support the development, implementation and review of the Shire's Council and Wellbeing Plan and other relevant strategies. The Committee has a focus on working collaboratively with stakeholders, providing a forum for health and wellbeing issues, to influence and advocate for community health and wellbeing and to explore opportunities for community capacity building.

The Committee is comprised of representatives from the Shire, community and women's health organisations, local services, sport and leisure sector, disability sector, Victorian Government, Victoria Police and others.

**Metropolitan Transport Forum**

The Metropolitan Transport Forum (MTF) is a local government interest group for transport in metropolitan Melbourne. The forum has been in operation for over 20 years and works towards effective, efficient, and equitable transport in metropolitan Melbourne by collaboratively advocating for improved transport provision amongst its members.

In addition, the MTF fosters relationships with state government agencies to better represent local government's viewpoint, establish partnerships and improve project delivery.

There are 24 metropolitan local governments which currently constitute the membership, as well as 18 associate members from across the transport sector. Each member nominates both a Councillor and Shire officer delegate.

**Mornington Peninsula and Western Port Biosphere Reserve Foundation – Council Liaison Group**

The Mornington Peninsula and Western Port Biosphere Reserve was designated by UNESCO on 16 December 2002 and the Mornington Peninsula and Western Port Biosphere Reserve Foundation Ltd (the Biosphere Foundation) was established in 2003 and has a focus on research, education, community engagement, partnerships, and on-ground conservation efforts.

The Biosphere Foundation is supported by a Council Liaison Committee (CLC) to which each member council nominates a Councillor delegate. The Chair of the CLC will also take a director position on the Biosphere Foundation.

**4.7 (Cont.)****Mornington Peninsula Cemetery Trust**

The Shire is responsible for the management of four cemeteries at Mornington, Dromana, Tyabb, and Flinders. The Mornington Peninsula Cemetery Trust (the Trust) acts independently of Council and is appointed in accordance with the requirements of the *Cemeteries and Crematoria Act 2003*.

Members can be appointed for a period of up to five years and all appointments require approval by the Governor in Council. Three Councillors are appointed to the Trust.

**Municipal Association of Victoria (MAV)**

The Municipal Association of Victoria (MAV) is the legislative peak body for local government in Victoria. It offers specialist policy, advocacy, governance and legislative advice, sector development, insurance, and procurement services.

The Councillor delegate will act as the official point of contact between the MAV and member councils; represent the Council at MAV policy forums; can nominate for and vote for MAV Board positions; and provide advice and input into MAV objectives and directions.

The Mayor and Deputy Mayor are the Councillor Representative and Substitute representative for this group.

**Peninsula Advisory Committee for Elders**

The Peninsula Advisory Committee for Elders (PACE) was established in 2006 as a recommendation of the Elder Citizens in the Community Strategy to advise Council on how best to meet the current and future needs of elder citizens on the Mornington Peninsula.

PACE, through collaboration and consultation with Council and the community, assists in shaping and creating inclusive communities for older people on the Mornington Peninsula. In addition, an important responsibility is to identify and acknowledge those communities which already exist in the Shire.

The endorsed Positive Ageing Strategy recommends continued actions to support PACE advisory capacity.

**South East Councils Climate Change Alliance**

The South East Councils Climate Change Alliance (SECCCA) supports member councils and their communities to respond and adapt to the impacts of climate change.

Recognising the significant value and support that member Councillors can contribute to the achievement of its vision and purpose, SECCCA has established a Councillor Advisory Group.

The Councillor delegate will assist SECCCA by providing advice on SECCCA's strategic direction; support the implementation of the SECCCA Strategic Plan through advocacy to political representatives, community and business groups, Councillors and Shire officers; and to receive information on SECCCA's activities.

**Triple A Housing Committee**

The Triple A Housing Committee assists in overseeing the implementation of the Triple A Housing Plan 2020-2030 and a suite of other related policies including the Social and Affordable Housing Policy and Rooming House Policy. The Committee will also contribute to work under the Regional Local Government Homelessness and Social Housing Charter Group an alliance of 13 councils in the south and east of Melbourne.

**4.7 (Cont.)****Victorian Local Governance Association**

The Victorian Local Governance Association (VLGA) is a peak body for Councillors, community leaders and local governments working to build and strengthen their capacity to work together for progressive social change. The VLGA is a not for profit, incorporated association and the constitution and membership of VLGA includes councils, community groups and citizens.

The VLGA focuses on democratic, financial, and functional governance within local government.

**APPOINTMENT OF CHAIRS**

Council must also appoint its membership and Chairs of its internal Delegated and other Committees.

**Forward Planning Committee Meetings**

An advisory committee consisting of all Councillors and deals with items of a strategic and policy nature. Meetings are essentially community consultation forums and are held on an 'as needs' basis on specific topical issues. The recommendations are forwarded to the next available Council Meeting for consideration.

Council has typically operated a rotating chair on two six-month rotations.

**Section 223 Submission Committee Meetings**

The Section 223 Submission Committee meets on an 'as needs' basis and hears submissions in accordance with the requirements of section 223 of the Local Government Act 1989. It consists of three Councillors and reports to the next appropriate Council Meeting on the submissions heard.

The membership of the Section 223 Submission Committee is three Councillors on a rotational basis for six months each. In addition, a Councillor can be seconded to the Committee with the agreement of the rostered Councillor, where a quorum may not be achieved, or where an issue is of particular relevance to a particular Councillor or the Ward Councillors.

**CONCLUSION**

The Shire Officer recommendation is that Council appoints the Representatives and Substitute Representatives as set out in Attachment 1 Proposed Appointment of Council Representatives to Committees, Peak Industry Bodies, Regional and Community organisations 2025 and that the following changes be made:

In addition, the Forward Planning Committee continues consisting of all Councillors and chaired on a six-month rotation, the first six months being from 1 January 2026 to 30 June 2026 and the second period being from 1 July 2026 to 31 December 2026.

The Section 223 Submission Committee continues consisting of three Councillors appointed for a six-month rotation, the first six months being from 1 January 2026 to 30 June 2026 and the second period being from 1 July 2026 to 31 December 2026.

Furthermore, Shire officers recommend that a Councillor Representative is not required for the Mornington Liquor Industry Accord. Councillors may attend meetings as observers at any time.

**4.7 (Cont.)**

**ENGAGEMENT**

Not applicable

**COMMUNICATIONS PLAN**

Not applicable

**LEGAL AND REGULATORY FRAMEWORK**

- Councillor Expenses, Reimbursement, Resources and Facilities Policy
- Mornington Peninsula Shire Council Governance Rules
- Committee Management Policy
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**CLIMATE AND SUSTAINABILITY CONSIDERATIONS**

No direct climate and sustainability considerations.

**FINANCIAL CONSIDERATIONS**

There are no direct financial considerations.

**OFFICER DIRECT OR INDIRECT INTEREST**

No person involved in the preparation of this report has a direct or indirect interest requiring disclosure.

## 5 NOTICES OF MOTION

### 5.1 Notice of Motion 509 (Cr Patton) - Waiving of Rates

Cr Patton has given notice of his intention to move the following motion at the meeting.

*That Council requests a report to be prepared that considers the waiving of the 2025/2026 financial year Council rates and charges for 12 properties which were subject to Emergency Orders related to the 14 January 2025 landslide at McCrae requiring evacuation.*

#### Background

- Following the significant landslide that occurred at McCrae on Tuesday, 14 January 2025, Emergency Orders were placed over 19 properties which required that the properties were evacuated. Council rates and charges were waived in relation to those properties for the remainder of that financial year 2024-2025.
- Of the 19 properties, 12 were subject to Emergency Orders requiring evacuation and rates and charges for the 2025-26 financial year were issued.

Officer Comment Prepared by	Financial Controller
Authorised by	Chief Executive Officer

#### OFFICER COMMENT

Following the McCrae landslide on 14 January 2025, the 19 properties impacted by the emergency orders had their Council rates and charges waived for the remainder of the financial year. Seven of those properties still have emergency orders in place and have had their 2025/2026 Council rates and charges waived.

The impact of waiving the council rates and charges for these remaining 12 properties is \$41,724.35.

As the next Council Meeting is not scheduled until 17 February 2026, Shire officers will write to the 12 affected ratepayers to advise that this matter will be determined at that meeting. Council recognises that the standard rates payment due date falls prior to this time, therefore the due date for these properties will be extended, and no interest will accrue while Council's decision is pending in February 2026.

#### Legal Implications

Not applicable.

#### Financial and Resourcing Implications

The impact for 2025/2026 is \$41,724.35 and if adopted would be adjusted as part of the mid-year reforecast process.

#### Potential Alternative Wording

Not Applicable.