**GBGA Alliance Committee meeting will be held on**

**Thursday 11 February 2021 3pm- 4.15pm by Zoom**

**Continued Tuesday 16 February 3.30pm**

Minutes

**Invited Attendees**

Attendees Invited: Larissa Montgomery (Benalla - Chair), Sharon Terry (Shepparton), Robyn Nicholas (Wodonga), Evelina Dudzinski (Wangaratta), Bronwyn Chapman (GBGA EO)

Brad Byrne (Murrindindi – guest)

**Welcome**

1. **Apologies:** Evelina Dudzinski
2. **Conflict of interest declaration**

Conflicts of interest in relation to any of the items on the meeting agenda are to be declared by all attendees. Unaffected committee members are to determine and justify the extent the affected member should or should not participate in the discussion and voting on the agenda item, and minute this for the record.

1. **Call for additional agenda items**
2. **Confirmation of previous minutes and action review**

The draft minutes of the Alliance Committee meeting of August 6, 2020, as distributed to the Alliance Committee are attached for confirmation.

**Motion:**

**That the draft minutes of the Alliance Committee meeting of 6 August 2020 be confirmed.**

**That the Alliance Committee Chairperson of this meeting sign the minutes and certify that they have been confirmed.**

**Robyn/Larissa CARRIED**

1. **Business Arising**

The meeting of August 6 2020 resolved

* To present Risk Assessment and Risk Management Plan to August 19 2020 Ordinary Meeting
* The Business Plan 2020/21 is endorsed for presentation to the August Ordinary
* EO to follow up progress of MOU signing with CMAs

Further to this, the GBGA AGM was held on September 10, 2020 by zoom.

Documents presented to this meeting for endorsement::

* Annual Report 2019-20
* 2019-20 Business Plan progress final report
* 2019-20 Financial Year end of financial year report
* GBGA Business Plan 2020-21 (including four year rolling Strategic Financial Plan)
* Amendment to the GBGA Rules of Operation

All the listed required reporting was achieved to the August Ordinary Meeting and September AGM

1. **Member Related Items EO**

None to report

1. **Governance**

Following approval by Alliance Committee members by email, on 4th February gave notice of an EGM on February 25, 2020.

Planning Next Auspice

Link to planning for next auspice [NEXT AUSPICE PLAN.xlsx](https://gbga-my.sharepoint.com/%3Ax%3A/g/personal/eo_gbga_com_au1/ERPHJWJHuv9KuUBEgMRZn24B-040ak0NZke0MVVyxMSHWg?e=oxgqmt)

Call for Nominations Chair and Deputy Chair

EO has received a nomination for Chair from Cr Rohan Webb (Mansfield) and for Vice Chair from Cr Maree Martin (Moira)

Formal Documents for EGM 25 February 2021

The EO has circulated •the draft agenda for the EGM

• a document 2021 Review of Rules of Operation and MOU for Auspice 2021-25 for comment (see attached with comments)

• basis and calculation of 2021-22 contributions (in the EGM agenda)

**For discussion**

Notes From Discussion – for EO to prepare next versions

Contributions – enhance discussion of basis of contributions in the document; Sharon and Bronwyn to explain at EGM; Sharon and Brad to move motion o adopt.

MOU -Preamble to the MOU needs to be updated to take account of requirements of Local Government Act. A revision to reflect the need for member commitment to MOU and Rules was discussed.

Rules – see table of discussion; general view to keep it simple with minimum change to clauses 9.7, 9.5, 3.6,

**Motions (foreshadowed)**

**The Alliance Committee endorses the revised MOU 2021-25 (including basis of contributions) and revised Rules of Operation (Murrindindi auspice) and 2021-22 contributions to present to the EGM February 25 2021**

 **Sharon Terry/ Robyn Nicholas**

1. **Financial Report Sharon Terry and Brad Byrne, EO**

Sharon and Brad are organising separate meeting to

* assist progress with budget planning 2020-21 at Murrindindi
* Discuss transition from GSCC to Murrindindi

**GSCC and MSC are coordinating information and meetings to plan the transition of the auspice to MSC. Representatives of the GSCC and MSC will meet with the EO every three weeks.**

**Meeting planning EO**

1. Alliance ordinary meetings – running overview

February Ordinary 2021 meeting –

* Strategic briefing inclusion of climate change in Council Plan and Public Health and Wellbeing Plan (Karen Gardham NAGA and EO)
* Strategic Briefing by NECMA and GBCMA Regional Catchment Strategy planning
* Progress reports - projects and requested actions
* Approach to advocacy 2021
* Discuss training and development approach

**Alliance Committee comment – highlight explanation for name options and contributions in the final notification and offer to contact EO with any suggestions or comment.**

 May Ordinary meeting

 DELWP training on roles and responsibilities should occur in April

 The EO plans to conduct a development session to discuss values of members relating to climate, impacts and action approach

**Alliance Committee comment – explain proposal to councillors at Feb meeting for comment**

Possible future items

- Banksia Communications – development and community involvement for Winton Solar Farm

- report to Federal Energy Minister from Helen Haines “Renewable Energy Plan for Regional Australia”

 - Cities Power Partnership and Global Compact/Covenant of Mayors (CC & Governance)
 (and other corporate partnership models)

**10 Meeting Cycle 2021 and Planning**

SEE Meeting Planning document

**NEXT ALLIANCE COMMITTEE MEETING auspice discussion only 23 March 2021 9.30am**

**Next Normal Alliance Committee Meeting 29 April 2021 10-12am**

PURPOSE OF THE ALLIANCE COMMITTEE

To serve as Committee of Management for the GBGA.

Excerpt of sections of the Alliance Rule of Operation, on the role of the Alliance Committee;

Authority

* 1. The Alliance Committee is authorised to:
	2. Appoint and manage the Executive Officer;
	3. Manage the day-to-day business of the Alliance if the position of Executive Officer becomes vacant, until an appointment is made;
	4. Appoint project officers as required;
	5. Endorse the Annual Report;
	6. Endorse the Annual Business Plan including detailed budget for submission to members, in accordance with section 11;
	7. Endorse the rolling three year Strategic Financial Plan for Alliance member endorsement;
	8. Ensure the Alliance is complying with its legal and financial obligations;
	9. Ensure the Alliance is adequately resourced to meet its obligations;
	10. Call an EGM of its own motion;
	11. Appoint and operate Working Groups (as required);
	12. Monitor Alliance performance against the Annual Business Plan including Budget;
	13. Ensure the Alliance is financially solvent at all times;
	14. Obtain outside legal, financial or other professional advice to assist in undertaking its oversight of responsibilities.

## Appointment of Skilled Persons to Attend Meetings

* 1. The Alliance Committee may by agreement co-opt persons with appropriate skills and expertise to provide their skills and expertise at meetings of the Alliance Committee for such period or periods as the members shall decide from time to time. Such persons do not have the right to vote at Alliance Committee meetings.

## Appointment of Working Groups

* 1. The Alliance Committee may by agreement establish Working Groups to consider and develop recommendations on technical and operational matters for consideration by the Alliance Committee. Operation and membership of Working Groups will be subject to terms of reference developed and approved by the Alliance Committee. At least one Alliance Committee member will attend all Working Group meetings. Membership of Working Groups may comprise Representatives of Members, Associate Members and Project Partners and others as determined by the Alliance Committee.