



STRATHBOGIE SHIRE COUNCIL

Notice is hereby given that a Meeting of the Strathbogie Shire Council will be held, virtually, on Tuesday 16 November 2021. The meeting will commence at the conclusion of the Annual Statutory Meeting of Council (which will commence at 6.00 p.m.)

Chair: To be elected at the Annual Statutory Meeting, which precedes this meeting

Councillors:	David Andrews	<i>(Lake Nagambie Ward)</i>
	Laura Binks	<i>(Mount Wombat Ward)</i>
	Reg Dickinson	<i>(Lake Nagambie Ward)</i>
	Sally Hayes-Burke	<i>(Seven Creeks Ward)</i>
	Kristy Hourigan	<i>(Seven Creeks Ward)</i>
	Paul Murray	<i>(Hughes Creek Ward)</i>
	Chris Raeburn	<i>(Honeysuckle Creek Ward)</i>

Municipal Monitor: Janet Dore

Officers:	Julie Salomon	Chief Executive Officer (CEO)
	David Roff	Director, Corporate Operations (DCO)
	Amanda Tingay	Director, Community and Planning (DCP)
	Dawn Bray	Executive Manager, Governance and Customer Service (EMGCS)
	Kristin Favaloro	Executive Manager, Communications and Engagement (EMCE)

Until further notice, all meetings conducted by Strathbogie Shire Council will be held virtually, and live streamed on our website at www.strathbogie.vic.gov.au. This ensures we are meeting the Victorian Government's current COVID-19 restrictions / social distancing requirements to help keep our communities safe.

We encourage all community members to watch the meeting online, given we are required to conduct meetings virtually, with all Councillors and Officers participating in the meeting remotely have had to close the public gallery until further notice following legal advice around how to comply with COVID-19 social distancing rules.

Questions for the monthly Council Meeting can still be submitted, and will be read out by the Mayor during the Public Question Time component of the meeting and responded to in the usual way by Councillors and/or Officers. Questions must be submitted by 12 noon on Tuesday 16 November 2021 by emailing info@strathbogie.vic.gov.au

1. Welcome
2. Acknowledgement of Traditional Land Owners

We acknowledge the Traditional Custodians of the places we live, work and play.

We recognise and respect the enduring relationship they have with their lands and waters, and we pay respects to the Elders past, present and emerging.

Today we are meeting on the lands of the Taungurung peoples of the Eastern Kulin nation, whose sovereignty here has never been ceded.
3. Apologies / Leave of Absence
4. Disclosure of Conflicts of Interest
5. Confirmation of Minutes of Previous Meetings

RECOMMENDATION

1. ***That the Minutes of the Council meeting held on Tuesday 19 October 2021 be confirmed.***
2. ***That the Minutes of the Extraordinary Council meeting held on Tuesday 26 October 2021 be confirmed.***

6. Petitions
7. Reports of Mayor and Councillors and Delegates
8. Public Question Time

Public Question Time will be conducted as per Rule 31 of Strathbogie Shire Council's Governance Rules. A copy of the required form for completion and lodgment, and associated Procedural Guidelines, are attached for information.

As the questions are a permanent public record and to meet the requirements of the Privacy and Data Protection Act 2014, only the initials of the person asking the question will be used together with a Council reference number.

9. Officer Reports
 - 9.1 Strategic and Statutory
 - 9.2 Community
 - 9.3 Infrastructure
 - 9.4 Corporate
 - 9.5 Governance and Customer Service
 - 9.6 Executive
10. Notices of Motion
11. Notices of Rescission
12. Urgent Business

13. Confidential Business

Julie Salomon
CHIEF EXECUTIVE OFFICER

12 November 2021

NEXT MEETING

The next monthly Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 14 December 2021, commencing at 6.00 p.m. Please note: this meeting is being held a week earlier than the usual schedule for Council meetings.

It is intended that this meeting be held in the Euroa Community Conference Centre, however, that will be dependent on any COVID-19 restrictions which may be in place.



Council Ref. / 2021

Public Question Time Form Ordinary Council Meeting

Strathbogrie Shire Council has allocated a time for the public to ask questions in the business of an Ordinary Meeting of the Council.

How to ask a question:

Questions submitted to Council must be:

- (a) in writing, state the name, address and telephone number of the person submitting the question and generally be on this form, approved by Council; and
- (b) submitted to Council in person or electronically.

The Chair may refrain from reading a question or having a question read if the person who submitted the question is not present in the gallery at the time when the question is due to be read. Please refer to the back of this form for procedural guidelines.

Question/s: (please print clearly with a maximum of 25 words)

1.....

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.....

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2.....

.....

.....

.....

Name:

Address:

Telephone Number:

Signature: (signature not required if submitted by email)

Date of Ordinary Council Meeting:

Privacy Declaration: Personal information is collected on this form to allow Council to undertake follow-up / response and to confirm identity for future reference where necessary. The questioner's initials only, together with a question reference number, will be included in Council's Minutes. Council Minutes are a public document which will be published on Council's Website and are available for public scrutiny at any time. Other personal details included on this form will not be included in the Minutes and will be kept for Council reference only, unless disclosure is required for law enforcement purposes or under any other statutory requirement

Public Question Time – as per Rule 31 of the Strathbogrie Shire Council Governance Rules

31. QUESTION TIME

- 31.1 There must be a public question time at every Council meeting fixed under Rule 19 to enable members of the public to submit questions to Council.
- 31.2 Sub-Rule 31.1 does not apply during any:
 - 31.2.1 period when a meeting is closed to members of the public in accordance with section 66(2) of the Act; or
 - 31.2.2 election period.
- 31.3 Public question time will not exceed 30 minutes in duration.
- 31.4 Questions submitted to Council must meet all of the following:
 - (a) be in writing and state the name and address of the person submitting the question;
 - (b) be generally be in a form approved or permitted by Council; and
 - (c) be lodged either by delivery to Council's main office, or electronically at the prescribed email address prior to 12 noon on the day of the Council meeting.
- 31.5 No person may submit more than two questions at any one meeting.
- 31.6 If a person has submitted two questions to a meeting, the second question may:
 - 31.6.1 at the discretion of the Chair, be deferred until all other persons who have asked a question have had their questions asked and answered; or
 - 31.6.2 not be asked if the time allotted for public question time has expired and Council has not resolved to extend the time allocated for public questions.
- 31.7 If the person who has submitted the question is not present at the meeting the Chair, or a member of Council staff nominated by the Chair, will read out the question on the person's behalf if the person has elected not to participate in the meeting either by way of the live streaming software or by teleconference.
- 31.8 A question may be disallowed by the Chair if the Chair determines that it:
 - (a) relates to a matter outside the duties, functions and powers of Council;
 - (b) Is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
 - (c) deals with a subject matter already answered;
 - (d) is aimed at embarrassing a Councillor or a member of Council staff;
 - (e) relates to personnel matters;
 - (f) relates to the personal hardship of any resident or ratepayer;
 - (g) relates to industrial matters;
 - (h) relates to contractual matters;
 - (i) relates to proposed developments;
 - (j) relates to legal advice;
 - (k) relates to matters affecting the security of Council property; or
 - (l) relates to any other matter which Council considers would prejudice Council or any person.
- 31.9 Any question which has been disallowed by the Chair must be made available to any other Councillor upon request.
- 31.10 All questions and answers must be as brief as possible, and no discussion may be allowed other than by Councillors for the purposes of clarification.
- 31.11 Like questions may be grouped together and a single answer provided.
- 31.12 The Chair may nominate a Councillor or the Chief Executive Officer to respond to a question.
- 31.13 A Councillor or the Chief Executive Officer may require a question to be put on notice. If a question is put on notice, a written copy of the answer will be sent to the person who asked the question within five (5) working days and the answer included in the following Council meeting's agenda.
- 31.14 A Councillor or the Chief Executive Officer may advise Council that it is his or her opinion that the reply to a question should be given in a meeting closed to members of the public. The Councillor or Chief Executive Officer (as the case may be) must state briefly the reason why the reply should be so given and, unless Council resolves to the contrary, the reply to such question must be so given.

REPORTS INDEX

		Page No.
9.	OFFICER REPORTS	
9.1	Strategic and Statutory Planning	
9.1.1	Waiver of Planning Application Fee Planning Application No. P2021-184 - Buildings and Works for a Public Netball Court ~ 2a Down Street, Longwood	1
9.1.2	Planning Applications Received and Planning Applications Determined - 1 to 31 October 2021	6
9.2	Community	
9.2.1	2021/2022 Council Christmas / New Year Closures	15
9.2.2	Application for Sponsorship - Scouting Association of Australia Victorian Branch	18
9.2.3	Greening Euroa Advocacy Plan	32
9.2.4	Strathbogie Shire Council Audit and Risk Committee - Unconfirmed Minutes of the Meeting held on Friday 17 September 2021	40
9.2.5	Regional Information Technology Collaboration – Funding Application	56
9.3	Infrastructure	
9.3.1	Tender for Contract No. 21-22-15: Euroa Tennis Sewer	61
9.3.2	Tender for Contract No. 21/22-10: Construction of Rockies Pedestrian Bridge Euroa	68
9.3.3	Tender for Contract No. 21/22-17: 2021-22 Pavement Rehabilitation Program	76
9.3.4	Contracts Awarded Under Delegation (as approved in Council's 2020/21 Budget)	83
9.4	Corporate	
9.4.1	Finance Report to 30 September 2021	87
9.5	Governance and Customer Service	
9.5.1	Monthly Performance Report	94
9.6	Executive	
10.	NOTICES OF MOTION	115
11.	NOTICES OF RESCISSION	115
12.	URGENT BUSINESS	115

13.	CONFIDENTIAL BUSINESS	115
	CONFIDENTIAL APPENDICES	115
	<p><i>APPENDICES DEEMED CONFIDENTIAL IN ACCORDANCE WITH SECTION 66(2)(A) AND PART 1, CLAUSE 3 OF THE LOCAL GOVERNMENT ACT 2020</i></p> <p><i>(g) private commercial information, being information provided by a business, commercial or financial undertaking that –</i></p> <p><i>(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage</i></p>	
	Appendix 1: Tender for Contract 21-22-15: Euroa Tennis Sewer	
	Appendix 2: Tender for Contract No 21/22-10 Construction of Rockies Pedestrian Bridge Euroa	
	Appendix 3: Tender for Contract No. 21/22-17: 2021-22 Pavement Rehabilitation Program	

9. OFFICER REPORTS

9.1 STRATEGIC AND STATUTORY PLANNING

9.1.1 Waiver of Planning Application Fee Planning Application No. P2021-184 – Buildings and Works for a Public Netball Court ~ 2a Down Street, Longwood

Author: Manager Planning and Investment

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

This report is in relation to a request for the waiver of fees for planning permit application number P2021-184. The planning fee for this application is \$435.90. The Longwood Community Centre Management Committee is seeking a full fee waiver.

The planning application proposes the construction of a second netball court adjacent to the existing netball court at the Longwood Recreation Reserve, Down Street, Longwood. Following the delegate assessment of the application, a planning permit has now been issued.

In considering a request to waive fees for an application lodged under Section 47 of the Planning and Environment Act 1987, a fee can only be waived pursuant to section 20 of the Planning and Environment Regulations (Fees) 2016.

The request complies with section 20(d) of these Regulations as the Longwood Community Centre Management Committee is a local community based not-for-profit organisation.

RECOMMENDATION

That Council:

- 1. Note the request by the Longwood Community Centre Management Committee to waive the planning permit application fee.***
- 2. Endorses the decision to waive the \$435.90 planning permit application fee under Section 20(d) of the Planning and Environment Regulations (Fees) 2016 for application P2021-184 – construction of a second netball court at 2a Down Street, Longwood.***

PURPOSE AND BACKGROUND

A planning permit application has been approved for the construction of a second netball court adjacent to the existing netball court at the Longwood Recreation Reserve. To assist facilitate the proposal, a fee waiver request from the applicant is being put to Council for consideration.

9.1.1 Waiver of Planning Application Fee
Planning Application No. P2021-184 – Buildings and Works for a Public Netball Court ~ 2a Down Street, Longwood (cont.)

The application was a VicSmart application which required a decision within 10 business days. As such, an officer decision was required to be made on the application, prior to a decision being made by Council on the fee waiver request, to meet the statutory timeframe associated with the application.

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

Approval of the fee waiver request will assist Longwood Community Centre Management Committee by helping facilitate improved facilities at the recreation reserve.

Improved facilities and an additional netball court will provide opportunities for further participation in local netball in the short term and into the future.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

The Longwood Community Centre Management Committee have requested a fee waiver for the Planning Permit application, this is not a decision on the application itself, but a decision of a request to waive fees for the application.

The committee is considered non-for profit, approval of the fee waiver will assist in ensuring that the netball facilities at the recreation reserve are at the required standard for play and the safety of all players and community use.

POLICY CONSIDERATIONS

Council Plans and Policies

There are no implications on the Council Plan or any Council Policies as a result of this decision.

LEGAL CONSIDERATIONS

In considering a request to waive fees for an application lodged under Section 47 of the *Planning and Environment Act 1987*, a fee can only be waived in the following circumstances pursuant to Section 20 of the *Planning and Environment Regulations (Fees) 2016*:

- (a) *an application is withdrawn, and a new application is submitted in its place; or*
- (b) *in the opinion of the responsible authority or the Minister the payment of the fee is not warranted because—*
 - (i) *of the minor nature of the consideration of the matter decided or to be decided; or*

9.1.1 Waiver of Planning Application Fee
Planning Application No. P2021-184 – Buildings and Works for a Public Netball Court ~ 2a Down Street, Longwood (cont.)

- (ii) *the requested service imposes on the responsible authority or the Minister (as the case may be) no appreciable burden or a lesser burden than usual for supplying that service; or*
- (c) *in the opinion of the responsible authority or the Minister (as the case may be) the application or determination assists—*
 - (i) *the proper development of the State, region or municipal district; or*
 - (ii) *the proper development of part of the State, region or municipal district; or*
 - (iii) *the preservation of buildings or places in the State, region or municipal district which are of historical or environmental interest; or*
- (d) *the application relates to land used exclusively for charitable purposes.*

As the Longwood Community Centre Management Committee is not for profit, consideration for the fee waiver can be made under Sections 20(d) of the regulations.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the transparency of Council decisions, actions and information is to be ensured.

The process to consider applications on waiving fees provides transparency in our decision making.

FINANCIAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the ongoing financial viability of the Council is to be ensured.

Other than the immediate cost of \$435.90 in fees, which would not be received, there are no significant financial/budgetary implications for Council or the broader community than a regular application.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the economic, social and environmental sustainability of the municipal district is to be promoted.

9.1.1 Waiver of Planning Application Fee
Planning Application No. P2021-184 – Buildings and Works for a Public Netball Court ~ 2a Down Street, Longwood (cont.)

Economic

A request for a fee waiver by the Longwood Community Centre Management Committee will assist the group in being able to retain funds to support the development and construction of the netball courts.

Social

The Longwood Community Centre Management Committee provide much needed support to their associated sporting clubs. They assist in providing facilities that increase participation and lead to a sense of community and improved health and wellbeing. Increased participation in local sport is considered an important part of rural communities and has proven benefits to individuals and targeted groups.

Environment

Whilst this report considers the waiver of the planning permit application fee, the proposal does lead to the removal of some small, planted trees and shrubs. While the vegetation did not require a planning permit for its removal, a condition of the planning permit requires the planting of additional vegetation on the recreation reserve to offset the removal.

Climate Change

As highlighted above, this planning permit application does lead to the removal of some small, planted trees and shrubs. Trees play a critical role in tackling climate change caused by greenhouse gas. A condition of the permit requires planting of additional vegetation to offset the removal.

HUMAN RIGHTS CONSIDERATIONS

The author of this report considers that the recommendation does not limit any human rights under the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

In this instance, as the request is for a fee waiver and not consideration on the development itself, it is considered that this matter will be addressed within the decision making process for the development.

CONCLUSION

This report is presented to Council for decision in relation to endorsing the waiver of fees for a planning permit application. This request has been made due to the applicant being a not-for-profit community group. Officers consider that the circumstances outlined in Section 20(d) of the regulations are applicable in this instance. That is, the Longwood Community Centre Management Committee operated for charitable purposes and is a 'not for profit' community group.

ATTACHMENTS

Attachment 1: Request for waiver of fees – Longwood Community Centre Committee of Management

ATTACHMENT 1:



Post Office, Longwood 3665

ABN: 58 579 367 231

Longwood Community Centre
Management Committee

Patron: Max Cox AFSM, OAM

Ms J Salomon
Chief Executive Officer
Shire of Strathbogie

SHIRE OF STRATHBOGIE	
Doc Id:	Chq:
29 SEP 2021	
Refer to:	
Library:	DB/

Dear Ms Salomon

I have been advised to request that the fee for the Planning Permit for the second netball court to be constructed at the Longwood Community Centre, be waived.

I look forward to your reply,

Yours faithfully

Barbara Porter
Secretary

7th September 2021

9.1.2 Planning Applications Received and Planning Applications Determined - 1 to 31 October 2021

Author: Manager Planning & Investment

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

This report provides listings of all Planning Applications Received (Attachment 1) and Planning Applications Determined (Attachment 2) for the period 1 to 31 October 2021- provided for information. The latest Planning Permit Activity Performance Figures are also attached (Attachment 3).

It is noted that there were 20 planning applications received during the reporting period.

During the reporting period there were 24 planning permit applications decided upon. No planning applications lapsed or were withdrawn during this period.

RECOMMENDATION

That Council:

- 1. Note that there were 20 new planning applications received, and 24 planning permit applications decided on during the period 1st to 31st October 2021.***
- 2. Note the report.***

PURPOSE AND BACKGROUND

To report to Council on the current planning application activity and matters considered under delegation.

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

Council is a Responsible Authority under the *Planning and Environment Act 1987* (the Act). In this role, Council administers the Strathbogie Planning Scheme (Planning Scheme) and, among other things, determines planning permit applications made for the use and development of the land in the municipality. Under delegated authority of Council, Council officers determine some matters.

Many types of use and development do not require a planning permit and may take place without being recorded as part of the planning approvals data. The statistics presented do not represent all development activity in the municipality. In addition, some planning permits are not acted on, or there may be a delay between when the approval is granted and when works take place.

9.1.2 Planning Applications Received and Planning Applications Determined
- 1 to 31 October 2021 (cont.)

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the municipal community is to be engaged in strategic planning and strategic decision making.

Individual applications consider these requirements through assessment phase of each application as per the Planning and Environment Act 1987 and the provisions of the Strathbogie Planning Scheme.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

This report continues to demonstrate that Council is being transparent in its position in relation to all applications received and determined by the Council.

CONCLUSION

This report is provided for Council to note the current planning application activity.

ATTACHMENTS

Attachment 1: Planning Applications Received

Attachment 2: Planning Applications Determined

Attachment 3: Planning Permit Activity Performance Figures

ATTACHMENT 1:

Planning Applications Received

Monday, 4 October 2021

Site Address	Application Number Display	Application Description	Cost Of Works
376 Nook Road, Nagambie VIC 3608	P2021-181	Construction of a Farm Building	\$70,520.00
Avenel-Longwood Road, Avenel VIC 3664	P2021-182	Thirty six (36) lot rural living subdivision – 2 stages	\$0.00

Tuesday, 5 October 2021

Site Address	Application Number Display	Application Description	Cost Of Works
7 Scobie Street South, Avenel VIC 3664	P2021-183	Two (2) lot re-subdivision	\$0.00

Wednesday, 6 October 2021

Site Address	Application Number Display	Application Description	Cost Of Works
2a Down Street, Longwood VIC 3665	P2021-184	Buildings and Works for a Public Netball Court	\$37,000.00
321 Upper Boho Road, Boho VIC 3669	P2021-185	Development of land for an extension to a dwelling	\$30,000.00

Thursday, 7 October 2021

Site Address	Application Number Display	Application Description	Cost Of Works
58 Baxters Road, Goulburn Weir VIC 3608	P2021-187	Use and development of land for a single dwelling and associated outbuildings	\$1,110,000.00

Friday, 8 October 2021

Site Address	Application Number Display	Application Description	Cost Of Works
Wattlevale Road, Mitchellstown VIC 3608	P2021-186	Use and development of land for a floating jetty	\$23,000.00

Tuesday, 12 October 2021

Site Address	Application Number Display	Application Description	Cost Of Works
197 Ryans Lane, Locksley VIC 3665	P2021-190	Development of land for an extension to a dwelling	\$685,932.00
523 Gap Road, Longwood East VIC 3666	P2021-189	Use and development of land for a dwelling	\$250,000.00

Wednesday, 13 October 2021

Site Address	Application Number Display	Application Description	Cost Of Works
12 Backwater Court, Kirwans Bridge VIC 3608	P2021-191	VicSmart Construction of a Shed	\$6,800.00

Thursday, 14 October 2021

Site Address	Application Number Display	Application Description	Cost Of Works
187 Goulburn Weir Road, Goulburn Weir VIC 3608	P2021-192	VicSmart Construction of a Storage Shed	\$43,000.00

Monday, 18 October 2021

Site Address	Application Number Display	Application Description	Cost Of Works
12 Magiltan Drive, Strathbogie VIC 3666	P2021-193	Use and development of land for a 2 bedroom prefabricated dwelling	\$180,000.00
14 Angle Road, Euroa VIC 3666	P2021-194	Construction of a Deck	\$30,000.00

Tuesday, 19 October 2021

Site Address	Application Number Display	Application Description	Cost Of Works
376 Nook Road, Nagambie VIC 3608	P2021-196	Construction of a replacement dwelling	\$2,000,000.00
92 Tuan Lane, Longwood VIC 3665	P2021-195	Use of land for a Nano Brewery	\$0.00

Thursday, 21 October 2021

Site Address	Application Number Display	Application Description	Cost Of Works
115 Longwood-Mansfield Road, Longwood East VIC 3666	P2021-197	Relocation of existing Producers Licence	\$0.00

Monday, 25 October 2021

Site Address	Application Number Display	Application Description	Cost Of Works
2 Daisy Street, Violet Town VIC 3669	P2021-146	Use and Development for a Dwelling and Outbuilding	\$0.00

Tuesday, 26 October 2021

Site Address	Application Number Display	Application Description	Cost Of Works
1383 Dargalong Road, Wahring VIC 3608	P2021-199	Use and development of land for a utility installation	\$20,000.00

Wednesday, 27 October 2021

Site Address	Application Number Display	Application Description	Cost Of Works
1042 Bonnie Doon Road, Boho South VIC 3669	P2021-201	Replacement Dwelling	\$380,000.00

Friday, 29 October 2021

Site Address	Application Number Display	Application Description	Cost Of Works
14 Clifton Street, Euroa VIC 3666	P2021-200	Change of use of existing building to a BYO and self catering venue hire facility	\$0.00

ATTACHMENT 2:

Planning Applications Determined

4/10/2021 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
1487 Arcadia Two Chain Road, Miepoll VIC 3666	P2021-174	Development of land for a shed	\$19,440.00	Issued
18 Gillespie Street, Tabilk VIC 3607	P2021-171	Construction of a Shed	\$38,000.00	Issued

6/10/2021 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
1678 Merton-Strathbogie Road, Strathbogie VIC 3666	P2021-118	Construction of an Outbuilding	\$37,680.00	Issued

8/10/2021 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
12 Vine Street, Nagambie VIC 3608	P2021-087	Two Lot Subdivision and Removal of Drainage Easement	\$0.00	Issued
13 Scobie Street South, Avenel VIC 3664	P2021-129	Two Lot Subdivision	\$0.00	Issued
1491 Merton-Strathbogie Road, Strathbogie VIC 3666	P2021-142	Development of land for the construction of a shed (Agricultural Use)	\$0.00	Issued
17 Bonnie Doon Road, Marraweeney VIC 3669	P2021-121	Development of a Dwelling	\$1,000,000.00	Issued
376 Nook Road, Nagambie VIC 3608	P2021-181	Construction of a Farm Building	\$70,520.00	Issued
654 Longwood-Mansfield Road, Creightons Creek VIC 3666	P2021-035	Development of a dwelling and associated buildings and works	\$50,000.00	Issued

13/10/2021 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
20-22 Tarcombe Street, Euroa VIC 3666	P2021-141	Development of land for a shed/verandah and signage associated with a retail premises	\$15,000.00	Issued
22-24 Jean Street, Longwood VIC 3665	P2021-133	Two (2) Lot Subdivision and Vegetation Removal	\$0.00	Issued
59 Tulip Street, Violet Town VIC 3669	P2021-139	Two (2) Lot Subdivision	\$0.00	Issued

20/10/2021 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
12-20 Cree Street, Euroa VIC 3666	P2021-065	Four (4) Lot Subdivision and Creation of an Easement	\$0.00	Issued
27-37 Anderson Street, Euroa VIC 3666	P2021-158	Construction of a Verandah	\$40,000.00	Issued
2a Down Street, Longwood VIC 3665	P2021-184	Buildings and Works for a Public Netball Court	\$37,000.00	Issued
321 Upper Boho Road, Boho VIC 3669	P2021-185	Development of land for an extension to a dwelling	\$30,000.00	Issued

25/10/2021 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
2 Daisy Street, Violet Town VIC 3669	P2021-146	Use and Development for a Dwelling and Outbuilding	\$0.00	Issued

26/10/2021 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
12 Backwater Court, Kirwans Bridge VIC 3608	P2021-191	VicSmart Construction of a Shed	\$6,800.00	Issued

27/10/2021 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
187 Goulburn Weir Road, Goulburn Weir VIC 3608	P2021-192	VicSmart Construction of a Storage Shed	\$43,000.00	Issued

29/10/2021 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
12 James Grant Lane, Longwood VIC 3665	P2021-130	Use and development of land for a Store (Shed)	\$70,524.00	Issued
14 Angle Road, Euroa VIC 3666	P2021-194	Construction of a Deck	\$30,000.00	Issued
2 Tarcombe Street, Euroa VIC 3666	P2021-180	Construction of an Outdoor Entertainment Area	\$18,000.00	Issued
5 Lewis Street, Euroa VIC 3666	P2021-144	Two (2) Lot Subdivision	\$0.00	Issued

30/10/2021 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
18-22 Scobie Street South, Avenel VIC 3664	P2021-124	Two Lot Subdivision	\$0.00	Issued

31/10/2021 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
18 Creek Junction Road, Kithbrook VIC 3666	P2021-125	Native Vegetation Removal for Intersection Upgrade – 12 trees	\$203,147.49 for intersection works only- does not include vegetation removal.	Issued

ATTACHMENT 3:

Latest Planning Permit Activity Performance Figures

Performance figures

	This Month	Last Month	Financial Year to Date	Rural Average	SMR Average
Applications with: ⓘ					
Public notice	<u>9</u>	<u>6</u>	<u>23</u>	11	5
Further information	<u>9</u>	<u>11</u>	<u>34</u>	14	6
Referrals	<u>9</u>	<u>6</u>	<u>23</u>	12	6
Submissions	<u>1</u>	<u>0</u>	<u>4</u>	2	1
Financial ⓘ					
Total value of fees for applications received	\$30,772	\$24,553	\$75,850	\$35,623	\$15,169
Average fee per application received	\$993	\$909	\$914	\$1,043	\$869
Total estimated cost of works for permits issued	\$2,581,000	\$2,882,817	\$12,551,121	\$18,131,629	\$4,214,697
Average cost of works per permit issued	\$122,905	\$120,117	\$176,776	\$644,680	\$285,742
Processing times ⓘ					
Average gross days to Responsible Authority determination	99	79	78	99	82
Median processing days to Responsible Authority determination	86	48	60	63	52
Completed within sixty days	72.7%	76.2%	77.1%	70.2%	75.4%
Average gross days to final outcome	99	79	83	100	83
Median processing days to final outcome	86	48	63	64	52
VicSmart applications ⓘ					
Received	<u>4</u>	<u>4</u>	<u>8</u>	6	4
Completed	<u>0</u>	<u>6</u>	<u>10</u>	6	3
Completed within ten days	0.0%	66.7%	60.0%	81.9%	87.5%

9.2 COMMUNITY

9.2.1 2021/2022 Council Christmas / New Year Closures

Responsible Officer: Chief Executive Officer

EXECUTIVE SUMMARY

The Council Offices in Binney Street, Euroa, Nagambie Customer Service Centre, and Operations Centres at Euroa and Nagambie close over the Christmas and New Year period each year, with the length of closure varying slightly, depending on when each public holiday falls.

This year, Christmas Day falls on a Saturday and therefore it is proposed that the office closes from 12.00 noon Friday 24 December 2021 and reopens at 8.45 am, Tuesday 4 January 2022. Typically, the office will close at 3.00 pm on Christmas Eve. However, in recognition and appreciation of the flexibility, agility and commitment of staff in ensuring continuity of service provision to our community in what has been challenging times during the Covid-19 pandemic, it is proposed to close the offices at 12.00 noon. This length of closure remains consistent with previous years and has been widely accepted by the community.

It is important to note that this closure relates mainly to Council administration, and many of Council's services will remain available during this time. Directors and Executive Managers will make appropriate staffing arrangements to ensure that Ranger, water patrols for Lake Nagambie, after hours and emergency response services and essential services and programs required to operate during this period continue to do so without interruption.

RECOMMENDATION

That Council:

- 1. Endorse the proposed closure of Council offices at 12.00 noon on Friday 24 December 2021 and reopen at 8.45 a.m. on Tuesday 4 January 2022; and***
- 2. Authorise officers to publicise the closure by way of notice in locally circulating publications, on the Council's website, social media and notices at the Euroa Office and Nagambie Customer Service Centre.***

DISCUSSION

The period between Christmas and New Year is typically a very quiet time for the organisation. As Christmas Day falls on a Saturday this year, it is proposed that the office closes from 12.00 noon Friday 24 December 2021 and reopens at 8.45 am Tuesday 4 January 2022.

9.2.1 2021/2022 Council Christmas / New Year Closures (cont.)

Typically, the office closes at 3.00 pm on Christmas Eve. However, in recognition and appreciation of the flexibility, agility and commitment of staff in ensuring continuity of service provision to our community in what has been challenging times during the Covid-19 pandemic, it is proposed to close the offices at 12.00 noon. This length of closure remains consistent with previous years and has been widely accepted by the community.

Staff involved in delivering essential services and programs continuing to operate throughout this period will continue as usual. During this time the transfer stations are closed on Christmas day (Saturday), Boxing Day (Sunday) and New Year's Day (Saturday). For all other Transfer stations, except Graytown, Transfer stations will be open either the Monday, Tuesday or Wednesday following the Christmas closure. To ensure a service to Graytown, it is proposed to open on the following Monday after each public holiday, that is 27 December 2021 and 3 January 2022.

Please note that if either of these days are Total Fire Ban or Code Red then it will move to the next non restricted day.

There are no changes required to the Kerbside Collection, Ranger Services and patrols on Lake Nagambie services during this time. All other critical and emergency services will continue as scheduled.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

The purpose of this report is to inform the community of the proposed period of closure once resolved by Council. External communication will be via flyers on all office entrances, on the Strathbogie Shire Council Website, social media and Council's regular media columns.

POLICY CONSIDERATIONS

This practice is consistent with the leave arrangements as detailed in the Strathbogie Shire Council Enterprise Agreement 2019.

CONFLICT OF INTEREST DECLARATION

All officers involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

TRANSPARENCY

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

This report is coming before Council so that the proposed closure and arrangements for the continuation of essential services during the Christmas and New Year period can be heard within a Public Meeting.

9.2.1 2021/2022 Council Christmas / New Year Closures (cont.)

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

There are no additional financial implications associated with this report.

CONCLUSION

The proposed closure period will provide staff with an adequate break over the festive season with minimal disruption to daily business and services to the public.

9.2.2 **Application for Sponsorship - Scouting Association of Australia Victorian Branch**

Author: Manager Tourism and Community Services

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

Scouts Victoria have submitted a request for sponsorship from Council to be put towards the Victorian Scout Jamboree 2021 – 22 event being held from Wednesday 29 December 2021 – Saturday 8 January 2022, and located at the Nagambie Lakes Regatta Centre, Loddings Lane, Nagambie.

Their request for sponsorship is as follows:

In kind component	\$ Cost (ex GST)
Hire Regatta Centre Precinct (peninsula, toilet block and Regatta Centre)	\$13,962.00
Loan of Event Equipment (Hand sanitiser units, portable water fountains, marquee - the cost of installation and dismantling will be covered by Victorian Scouts)	\$ 3,250.00
Staff support throughout the event preparation process (10 days as part of normal duties during normal business hours)	\$ 4,503.00
Additional cost to be absorbed by Council	
Shire staff support during the bump-in set up phase of the event (8 hours including oncosts – public holiday rate, as the event is new to the Regatta Centre)	\$ 948.00
Additional cleaning of the toilet block (one additional clean per day for the seven days of hire)	\$ 525.00
TOTAL	\$23,188.00

The Scouts Victoria will be covering any additional waste management collection services as required. Additional waste collection services will be managed directly between the Scouts Victoria and the approved waste contractor.

The Scouts Victoria main Jamboree site will be located at Elmore in the City of Greater Bendigo (86 kilometres away) and they have booked the Regatta Centre precinct to host a satellite off-site precinct, overnight camp venue in Nagambie as part of the Victorian Jamboree event. The Jamboree program will be seven days on site/accommodation with between 200 – 250 scouts per day, plus five days of bump in and bump out required for the event.

Activities will include canoeing, sailing, paddle boarding, inflatable aquapark and raft building. Approximately 200 scouts will camp overnight along the foreshore area (this excludes Leaders and support crew) from 2 January 2022. The amenities that they will occupy will be the Regatta Centre building, Jayco Toilet Block and half the Peninsula area. Cleaning of the toilet facilities will be undertaken through the normal cleaning regime, with additional cleaning provided to meet covid-19 requirements (one additional clean per day for the seven days). Scouts Victoria will also be supplying additional portable toilet facilities for the event at their own cost. Officers have been working closely with event organisers to finalise all requirements for the event approval process.

9.2.2 Application for Sponsorship - Scouting Association of Australia Victorian Branch (cont.)

Table of Program at Regatta Centre

Year	Date	Activity
2021	27 -29 Dec	Bump in (3 days) Shire staff support included as part of 8 hours
2021	30-31 Dec	Water activity
2022	1 Jan	No program being run at Nagambie
2022	2-6 Jan	Overnight expeditions commence; approximately 200 youth in each expedition with overnight camping
2022	7-8 Jan	Bump out (2 days)

The Regatta Centre will remain open during the day, with the boat park and boat ramp still available for access by the general public and there will be temporary fencing erected along the peninsula between the Regatta Centre building and the Jayco toilet block. Victorian Scout Leaders will be onsite site 24 hours a day to provide security for the event. The last 750m of the rowing course, along the peninsula will be closed for on-water activities (pending approval from Martine Safety Victoria). Given the recent changes to COVID-19 restrictions, Go Nagambie have expressed an interest in holding a New Year's Eve Fireworks event. This Scouts Jamboree Event will not impede the New Year's Eve Fireworks event, should that event proceed.

RECOMMENDATION

That Council:

1. ***Pending the event approval process, support the request to provide 'in-kind' sponsorship support to Scouts Victoria to support the delivery of the Scout Jamboree event in the form of:***
 - a. ***Twelve (12) days of complimentary venue hire of the Regatta Centre Precinct to a value of \$13,962;***
 - b. ***Loan of Event Equipment (Hand sanitiser units, portable water fountains, marquee) with a value of \$3,250; and***
 - c. ***staff support during the bump-in set up phase of the event totalling \$948.***
2. ***Absorb the additional costs of the toilet cleaning with a value of \$525.00***
3. ***Note the 10 days of in-kind staff support throughout the event preparation process to a total of approximately \$4,503 including oncosts.***
4. ***Require Scouts Victoria to reduce overall waste at the event to provide alternatives to single use items to support the objectives of the Sustainable Strathbogie 2030 in being "A Zero Waste Shire". Future funding is contingent on post event evaluation with demonstrated evidence of compliance of the Waste Wise Event Guidelines required.***

9.2.2 Application for Sponsorship - Scouting Association of Australia Victorian Branch (cont.)

RECOMMENDATION (cont.)

- 5. Request Scouts Victoria to fully comply with COVID-19 directions issued by the Chief Health Officer/Department of Health at the time of the event. Future funding is contingent on post event evaluation with demonstrated evidence of compliance of these directions is required.**
- 6. Request Scouts Victoria provide a briefing of the outcomes of the event to Council.**
- 7. Require Scouts Victoria to recognise Council's sponsorship in accordance with the Strathbogie Shire Council Acknowledgement and Publicity Guidelines.**

PURPOSE AND BACKGROUND

Originally this event was to be an International Scout Jamboree, with 10,000 scouts anticipated to attend. However, with COVID restrictions and the uncertainty that this has imposed on travel, Scouts Victoria have decided to concentrate on delivering a Victorian event.

Victoria has the largest membership of Scouts in Australia with over 20,000 participants as registered members. The main event site for the Victorian Jamboree event is located in Elmore within the City of Greater Bendigo, an hour's drive from Nagambie with the scouts to be bused (or arrive by Canoe) in and out each day to Nagambie, which will host the water events for this Jamboree, with not all scouts who are participating in the Jamboree electing to participate in watersports component. The number of scouts based in Nagambie each day will be capped at 250, and will be rotated around throughout the five days of the event. There are over 3,000 scouts already registered for the Jamboree, with Nagambie likely to benefit from 1,750 scouts over the five-day event (this excludes leaders and support crew).

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

The Events Team have been working with the organisers of this event for the past 18 months through various iterations of what the event might look like in the ever-changing COVID environment. The economic benefit for Nagambie itself and the broader region will be significant, with local traders and businesses being given priority for the purchasing of goods and services whilst the Victorian Scout Jamboree event is located at the Regatta Centre, Nagambie.

It is proposed that the hire of the Regatta Centre facilities and anticipated revenue to Council be waived in lieu of the economic benefit to both Strathbogie Shire and the region that is anticipated as a result of this event, along with the widespread publicity for the town and the introduction of families to the region that may not have travelled there previously.

9.2.2 Application for Sponsorship - Scouting Association of Australia Victorian Branch (cont.)

The 'in-kind' sponsorship request and associated costs to Council are listed below:

Table of Costs for Regatta Centre Precinct

Date	Site	Days	Daily Cost \$	Total Daily Cost \$
27- 29 Dec, 2021	½ Peninsula	3	\$ 541	\$ 1,623
30 - 31 Dec, 2021	½ Peninsula	2	\$ 541	\$ 1,082
30 - 31 Dec, 2021	Regatta Centre	2	\$ 433	\$ 866
30 - 31 Dec, 2021	Jayco Toilet Block	2	\$ 495	\$ 990
1 Jan 2022	½ Peninsula	1	\$ 541	\$ 541
1 Jan 2022	Regatta Centre	1	\$ 433	\$ 433
2 – 6 Jan, 2022	½ Peninsula	5	\$ 541	\$ 2,705
2 – 6 Jan, 2022	Regatta Centre	5	\$ 433	\$ 2,165
2 – 6 Jan, 2022	Jayco Toilet Block	5	\$ 495	\$ 2,475
7 – 8 Jan, 2022	½ Peninsula	2	\$ 541	\$ 1,082
TOTAL COST		12	\$ 4,994	\$13,962

Whilst there are no activities occurring on the 1 January 2022, the Regatta Centre and ½ Peninsula will be unavailable for use by any other group as the event set up will be in place.

They have also requested in kind loan support for the following event items that are owned by Council and available for use at events within the Shire:

Table of Costs for Event Items

Date	Item	Days	Daily Cost \$	Total Daily Cost \$
2 – 6 Jan, 2022	Marquee (the cost of installation and dismantling will be covered by Victoria Scouts)	5	\$300	\$1,500
2 – 6 Jan, 2022	Hand Sanitiser Units	5	\$250	\$1,250
2 – 6 Jan, 2022	Portable Water Fountains	5	\$100	\$ 500
TOTAL COST		5	\$650	\$3,250

Additional Council event staff time outside of normal duties to support the event will be necessary as this is the first time they will be using the venue and it is a high impact event. This is estimated to be approximately eight hours at a cost of \$948.00 including oncosts.

Waste collection above the normal requirements of the venue will be covered by the Scouts as part of their infrastructure, and they will be adhering to the Strathbogie Shire Council's Waste Wise Event Guidelines. Additional waste collection services will be managed directly between the Scouts Victoria and the approved waste contractor.

9.2.2 Application for Sponsorship - Scouting Association of Australia Victorian Branch (cont.)

Scouts Victoria have also indicated that this would be a perfect opportunity to reinvigorate a Scouts group in Nagambie as well as making it the water sports central venue for Scout camps in the future.

A standard condition of Strathbogie Shire funding for services or project activity is that recipients must agree to follow the Council's guidelines for acknowledging the funding. Council's Acknowledgement and Publicity Guidelines set out the detailed requirements on how and when recognition of sponsorship should occur.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

Scouts Victoria are looking to engage the youth of Nagambie and surrounding towns such as Avenel and invite them to the Jamboree, to give them a taste of what being a scout is all about and encourage them to explore the potential to reform the Nagambie Scouts Group. This engagement will be undertaken through advertisement in the local community newspaper, notices through the local primary schools and an in person visits to schools (if permissible).

POLICY CONSIDERATIONS

Council Plans and Policies

This initiative addresses the key objectives of the Council Plan 2021 – 2025 as follows:

- *Strategic focus area 4: Inclusive. Productive. Balanced.*
 - *Our Community's goals – We target economic development to enhance our region; we are capitalising on our region's strengths*
- *Strategic focus area 5: Strong. Healthy. Safe.*
 - *Our Community's goals – We are encouraging health and wellbeing activities in sport and recreation.*

This initiative also directly relates to the Arts and Culture Strategy 2019 -2023 as follows:

- *Goal 1: A Connected and Vibrant Community which is focused on strengthening the strong sense of belonging and community pride, by increasing the opportunities for creative stimulation and connectedness.*
 - *Strategic Objective 1.1 – we will support initiatives that bring people together, encourage collaboration and partnerships and create networks.*

It also relates to the Liveability Plan 2017-2021 as follows:

- *Priority One: Stronger Together. Establish strong partnerships and increase collaboration.*

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

9.2.2 Application for Sponsorship - Scouting Association of Australia Victorian Branch (cont.)

Conflict of Interest Declaration

All officers involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

In the interest of transparency and open and honest communication with our community, this report is being presented a public forum providing full disclosure of this sponsorship request.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

The contribution of in-kind support proposed is a total of \$21,715 with actual direct effect to Council budget being the additional cost for Officer time for an allowance of eight hours to support the bump-in set up phase above normal duties, equating to \$948.00 including oncosts (incorporating public holiday rate). This officer time allocation forms part of the Visitor Economy Budget. Officer time is required during the bump-in phase as this is the first time that Scouts Victoria have utilised the Regatta Centre (and subsequently Lake Nagambie). In kind support provided to assist throughout the event preparation process is anticipated to be 10 days and equating to approximately \$4,503.00 including oncosts.

The additional cost for cleaning of the Jayco toilet facility will be attributed to the Regatta Centre budget allocation.

The Remplan forecast modelling suggests a total estimated expenditure within the region from visitation resulting from this event is just over \$80,000.

In kind component	\$ Cost (ex GST)
Hire Regatta Centre Precinct (peninsula, toilet block and Regatta Centre)	\$13,962.00
Loan of Event Equipment (Hand sanitiser units, portable water fountains, marquee)	\$ 3,250.00
Staff support throughout the event preparation process (10 days as part of normal duties during normal business hours)	\$ 4,503.00
Additional cost to be absorbed by Council	
Shire staff support at the actual event (8 hours including oncosts – public holiday rate)	\$ 948.00
Additional cleaning of the toilet block (one additional clean per day for the seven days of hire)	\$ 525.00
TOTAL	\$23,188.00

9.2.2 Application for Sponsorship - Scouting Association of Australia Victorian Branch (cont.)

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

The event supports local business and service retail industries in the region. The ongoing economic benefit of exposure to families from all over Victoria will encourage long lasting economic development to the region. The Scouts have a policy of buying as much as possible from the local town. This event will bring approximately 200-2250 scouts per day to Nagambie along with 50 scout leaders, volunteers and employees of Scouts Victoria.

Social

The event supports social connection by providing a youth friendly event amongst the natural environment of Nagambie and the broader region. It is an opportunity for positive exposure to the area for many who may not have previously visited and provides the chance to entice the young people back to the region with their families and friends for future visits and stays.

Environment

There will be additional consumption of power on site for use by both campers and the event organiser, however all power provided on site from Council meters is 100% renewable.

Climate Change

Officers will work event organisers to implement initiatives in the Waste Wise Events Guidelines at this event, making it a showcase for how a waste wise event should be run and encouraging all to reduce their consumption of raw materials in a further effort to reduce the effects of climate change. Thereby showcasing to all who attend what being waste wise is all about.

INNOVATION AND CONTINUOUS IMPROVEMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

Officers will work with Scouts Victoria to ensure that this event aligns with the requirements of the Events Policy.

COLLABORATION

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that collaboration with other councils, levels of government and statutory bodies is to be sought.

This event will be a collaboration between Scouts Victoria, the local community, local schools, local traders, volunteer organisations, Goulburn Murray Water, Strathbogie Shire and GoNagambie.

9.2.2 Application for Sponsorship - Scouting Association of Australia Victorian Branch (cont.)

HUMAN RIGHTS CONSIDERATIONS

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

CONCLUSION

It is recommended that Council support the request to provide 'in-kind' sponsorship support to Scouts Victoria to support the delivery of the Scouts Jamboree 2021 – 22 event for the provision of free venue hire, free use of event equipment and officer support as outlined in this report to a value of \$23,188.

ATTACHMENTS

Attachment 1: Site Map of area to be utilised by Scouts Victoria

Attachment 2: Remplan Report

Attachment 3: Acknowledgement and Publicity Guidelines

[illegible]

ATTACHMENT 2:



Tourism Impact Summary Report for Strathbogie (S) (Tourism Activity: 8 days)

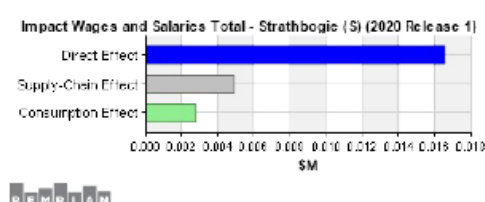
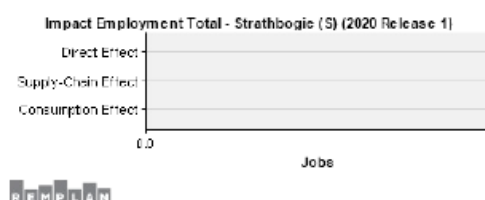
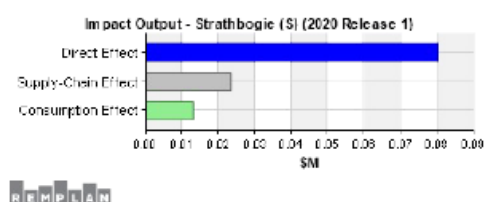
Tourism Impact Scenario

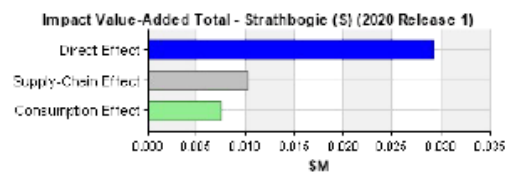
Name Victorian Scouts Jamboree
Duration 8 days

Direct Impact	Domestic Day	Domestic Overnight	International	Total
Number of Visitors	250	50	0	300
Number of Nights	n/a	10.00	0.00	
Estimated Expenditure per Visitor per Day (\$)	\$97	\$112	\$33	
Total Estimated Expenditure (\$)	\$24,250	\$56,000	\$0	\$80,250

Estimated Expenditure per Visitor per Day data sourced from:
TRA 2019 Strathbogie (S) Local Government Area Tourism Profile

Tourism Impacts





Under this scenario Gross Regional Product is estimated to increase by \$0.047 million (0.01%) to \$570.098 million. Contributing to this is a direct increase in output of \$0.080 million, 0 additional jobs , \$0.017 million more in wages and salaries and a boost in value-added of \$0.029 million.

From this direct expansion in the economy, flow-on supply-chain effects in terms of local purchases of goods and services are anticipated, and it is estimated that these indirect impacts would result in a further increase to output valued at \$0.023 million, 0 more jobs , \$0.005 million more paid in wages and salaries, and a gain of \$0.010 million in terms of value-added.

These supply-chain effects represent the following Type 1 economic multipliers:

Impact	Type 1 Multipliers
Output	1.291
Employment	0.000
Wages and Salaries	1.297
Value-added	1.351

The increase in direct and indirect output and the corresponding creation of jobs in the economy are expected to result in an increase in the wages and salaries paid to employees. A proportion of these wages and salaries are typically spent on consumption and a proportion of this expenditure is captured in the local economy. The consumption effects under the scenario are expected to further boost output by \$0.013 million, employment by 0 jobs , wages and salaries by \$0.003 million, and value-added by \$0.007 million.

Under this scenario, total output is expected to rise by \$0.117 million. Corresponding to this are anticipated increases in employment of 0 jobs , \$0.024 million wages and salaries, and \$0.047 million in terms of value-added.

The total changes to economic activity represent the following Type 2 economic multipliers:

Impact	Type 2 Multipliers
Output	1.454
Employment	0.000
Wages and Salaries	1.463
Value-added	1.606

Tourism Impact Summary (Tourism Activity: 8 days)

Impact	Direct Effect	Supply-Chain Effect	Consumption Effect	Total Effect	Type 1 Multiplier	Type 2 Multiplier
Output (\$M)	\$0.080	\$0.023	\$0.013	\$0.117	1.291	1.454
Long Term Employment (Jobs)	0	0	0	0	0.000	0.000
Wages and Salaries (\$M)	\$0.017	\$0.005	\$0.003	\$0.024	1.297	1.463
Value-added (\$M)	\$0.029	\$0.010	\$0.007	\$0.047	1.351	1.606



Disclaimer

All figures, data and commentary presented in this report are based on data sourced from the Australia Bureau of Statistics (ABS), most of which relates to the 2016, 2011, 2006 and 2001 Censuses, and data sourced from the National Visitor Survey (NVS) and International Visitor Survey (IVS) published by Tourism Research Australia.

Using ABS datasets and an input / output methodology industrial economic data estimates for defined geographic regions are generated.

This report is provided in good faith with every effort made to provide accurate data and apply comprehensive knowledge. However, REMPLAN does not guarantee the accuracy of data nor the conclusions drawn from this information. A decision to pursue any action in any way related to the figures, data and commentary presented in this report is wholly the responsibility of the party concerned. REMPLAN advises any party to conduct detailed feasibility studies and seek professional advice before proceeding with any such action and accept no responsibility for the consequences of pursuing any such action.

ATTACHMENT 3:

Guidelines



Acknowledgement and Publicity Guidelines

A standard condition of Strathbogie Shire funding for services or project activity is that recipients must agree to follow the Council's guidelines for acknowledging the funding.

Council's funding acknowledgement guidelines are provided as follows.

Keeping the funding confidential

You may be required to keep the funding confidential until a public announcement is made.

Once approved, many grants, sponsorship or funding remain highly confidential until the Mayor or their Councillor representative has publicly announced that funding has been approved.

If this applies to your service or project activity, you will have been advised of this in writing at the time you were directly notified that funding had been approved.

The Council is responsible for coordinating participation by the Mayor, Deputy Mayor or Ward Councillor.

You can expect a Council Officer will contact you to make arrangements for the announcement.

If you are aware of any upcoming events that might provide a good opportunity to make the announcement, you should contact the Council.

Council representative opportunities

You must give the Council's representative an opportunity to open or launch the funded service or project activity and invite them to events.

If you launch or open the funded service or project activity at a public event or similar, you must give the Mayor or Ward Councillor the opportunity to speak and officially open or launch the service or project activity.

You must also invite the Mayor and Ward Councillors to all significant events associated with the service or project activity.

You will need to give adequate notice (Council recommends at least one month's lead time) and work with Council Officers to coordinate the Mayor and his or her representative's role in the opening or launch, or their attendance at events.

Printed and verbal acknowledgement

You must acknowledge the Council's funding support in published or printed materials, speeches, or other forms of presentations.

Strathbogie Shire's funding support and key messages about the Council or funding program (if there are any) must be acknowledged:

- In speeches and presentations about the service or project activity
- In media releases
- In relevant advertisements
- On all signage
- On documents, publications, reports, brochures, posters, flyers and the like. Council should also be given the opportunity to contribute a sponsor's message for any relevant publication
- On websites, social media, or other digital communications. Websites, other digital presences developed with the Council's funding support, should also include a link to the Strathbogie Shire website.

Capital projects acknowledgement

For capital projects, the Council's funding support is to be acknowledged on signage.

The Strathbogie Shire logo is to be displayed on:

- Temporary signs erected while the work is being done
- Permanent signage, such as a plaque.

Guidelines



Strathbogie Shire logo for publishing, printing and signage

You must use Strathbogie Shire's logo in all published or printed materials or signage associated with the funded service or project activity. The logo to use is shown below.



Our logo cannot be altered without permission.

Please contact Council who will provide you with a copy of our logo.

Council signage at events

Council's signs or banners are to be prominently displayed at all openings, launches and events supported by or associated with our funding support.

Strathbogie Shire signs and banners can be borrowed from Council. Your organisation is responsible for organising their collection,

display and prompt return. If you are aware of any upcoming openings, launches or events where Council's sign or banner should be displayed, you should contact us.

Reporting on acknowledgement of the Council's funding support

You may need to provide details of how the Council's funding support was/is being acknowledged.

The Council will request this information as part of your final/acquittal reporting template or instructions in relation to the funded project or service activity.

Other Stakeholder acknowledgment

In some instances, project funding may derive from multiple stakeholders, including:

- Federal Government
- State Government
- Authorities
- Community groups
- Community clubs
- Committees
- Private business, and more.

It is important to engage and acknowledge all key stakeholder and members of the community who have contributed financial or in-kind support to a project.

Lead times for invitations to officials such as Ministers, Members of Parliament and other representatives should ideally be issued six weeks prior to the project delivery. The date and time you set will often rely on the official's availability. If you are unsure of all the contributing stakeholders, please check with the Council Officer who you have been working with.

Further information

If you have any questions or need to clarify details please contact the Council officer named in your service or funding agreement or phone 1800 065 993 or email info@strathbogie.vic.gov.au

9.2.3 Greening Euroa Advocacy Plan

Author: Environment and Waste Coordinator

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

At its meeting on 21 April 2020 Strathbogie Shire Council recommended to form the Greening Euroa Project Steering Committee. Since this time the committee has been formed and has been working diligently to bring this important community project to fruition. A detailed design for this project is nearly complete and now funding is required to complete construction phase (Stage 3) of this project.

In July 2021 the Strathbogie Shire Council recommended to develop the Greening Euroa Advocacy Plan to help Council and GV Water to secure funding for Stage 3 of the Project.

RECOMMENDATION

That Council endorse and action the attached Greening Euroa Advocacy Plan to secure the required funding required to complete the Greening Euroa Project.

PURPOSE AND BACKGROUND

At its meeting on 21 April 2020, Strathbogie Shire Council recommended to form the Greening Euroa Project Steering Committee (PSC) with the following objectives:

- Consider the feasibility of extending existing infrastructure from the Wastewater Treatment Plant in Euroa Tip Road to provide recycled water for irrigation to playing and recreational fields in Euroa;
- Extend Euroa's water security and reduce the demand and dependence on potable water supplies and the bore fields; and
- Ensure the viability of Euroa's outdoor sporting and recreation venues.

As the result the Steering Committee of stakeholders was formed with representatives from: Goulburn Valley Water (GVW), the Goulburn Broken Catchment Management Authority (GBCMA), Euroa Arboretum, Euroa Secondary College (ESC), St Johns Primary School, Euroa Primary School, Strathbogie Shire Council (SSC) and community delegates from our sporting precincts.

At the July 2021 Ordinary Council meeting, Strathbogie Shire Council endorsed the report to produce a lobbying campaign plan for Stage 3 funding, for which key objectives are:

- To raise public awareness of the success of this innovative project, community benefits and key stakeholder collaboration;
- To inform Parliamentary representatives of the innovation and success of this project; and
- To ask key decision-makers and persons of influence for pre-election commitments, future grant funding allocation and project support.

9.2.3 Greening Euroa Advocacy Plan (cont.)

Since then staff have worked with the Project Steering Committee to develop the draft plan. This draft funding advocacy plan was adopted by the PSC at its meeting on 13 October 2021 to be presented and formally adopted by Council

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

As recommended by Council at its July 2021 meeting, staff and the Project Steering Committee for Greening Euroa have developed a draft Advocacy plan to seek funding to bring this project to fruition.

The Advocacy Plan outlines number strategies to highlight the project to key decision makers who may be able to assist in sourcing funding to allow the project to be delivered. It also proposes to enlist community support for the project to further strengthen the case for funding.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

The Greening Euroa Project Steering Committee has been involved in the development of the Advocacy Plan. At this stage no wider direct engagement with the community has been undertaken other than media articles in the Euroa Gazette and information available on Council's website.

POLICY CONSIDERATIONS

Council Plans and Policies

An initiative from the Strathbogie Shire Council Plan 2021 – 2025 is 'Investigate, in partnership with Goulburn Valley Water, opportunities to green open spaces in towns with recycled water from the towns' wastewater treatment plants'.

If Council are successful in gaining funding for this project, then we will fulfil this objective for Euroa.

Regional, State and National Plans and Policies

This project aligns well with Council's Climate Change mitigation and adaptation aspirations, but it also aligns to the Integrated Water Management Framework for Victoria that has been created by the state government to help deliver good water outcomes for the community

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

Adopting the Advocacy Plan for the Greening Euroa project and advocating for our community are within Council's legal powers.

9.2.3 Greening Euroa Advocacy Plan (cont.)

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

These transparency goals are achieved because the Advocacy Plan is being presented to an open Council meeting and a copy of the plan is available.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

Stage 1 and 2 of the Greening Euroa project have already been fully funded and this Advocacy Plan will help Council and GV Water to gain funding for Stage 3. Endorsing the Advocacy Plan does not have any financial implications beyond what has already been budgeted for staff time to implement it.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

Stages 1 and 2 of this project are currently fully funded and this Advocacy Plan will assist Council and GV Water to source funding for Stage 3.

Social

This Project, if successful through to Stage 3, will increase our community health and wellbeing by maintaining our green open spaces during prolonged dry periods. These spaces give members of the public opportunities to get out and participate in community life through exercise and sporting activities.

Environmental

This project, if successful through to Stage 3, will make our Shire a more climate resilient Shire and keep our open spaces green during years of climate variability and increasing water insecurity.

Climate change

This project is specifically designed to allow us to adapt to our changing climate and heightened levels of water insecurity.

INNOVATION AND CONTINUOUS IMPROVEMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

9.2.3 Greening Euroa Advocacy Plan (cont.)

This project, if successful through to Stage 3, will be one of the first of its kind and will be able to be replicated across the state.

COLLABORATION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that collaboration with other councils, levels of government and statutory bodies is to be sought.

Council has formed a project steering committee as part of this project and it contains all interested parties, including GV Water and the Goulburn Broken Catchment Management Authority.

HUMAN RIGHTS CONSIDERATIONS

There are no *Charter of Human Rights and Responsibilities Act 2006* implications.

CONCLUSION

The Greening Euroa Project an innovative project that if successful to gain funding to Stage 3 will help the community to keep their green spaces green during times of climate insecurity and drought.

ATTACHMENTS

Attachment 1: Greening Euroa Advocacy Plan (Draft)

ATTACHMENT 1:

Greening Euroa Project Stage 3: Advocacy Plan (Draft)



Background

At its meeting on 21 April 2020, Strathbogie Shire Council recommended the formation of the Greening Euroa Project Steering Committee with the following objectives:

- Consider the feasibility of extending existing infrastructure from the Wastewater Treatment Plant in Euroa Tip Road to provide recycled water for irrigation to playing and recreational fields in Euroa;
- Extend Euroa's water security and reduce the demand and dependence on potable water supplies and the bore fields; and
- Ensure the viability of Euroa's outdoor sporting and recreation venues.

As the result a Steering Committee of stakeholders was formed, including: Goulburn Valley Water (GVW), the Goulburn Broken Catchment Management Authority (GBCMA), Euroa Secondary College (ESC), St Johns Primary School, Euroa Arboretum, Euroa Primary School, Strathbogie Shire Council (SSC) and community representatives from our sporting precincts.

At the July 2021 Ordinary Council meeting, Strathbogie Shire Council endorsed the Environment and Waste Coordinator's report to produce an advocacy plan for Stage 3 funding, for which **key objectives** are:

- To raise public awareness of the success of this innovative project, community benefits and key stakeholder collaboration;
- To inform Parliamentary representatives of the innovation and success of this project; and
- To ask key decision-makers and persons of influence for pre-election commitments, future grant funding allocation and project support.

Grant investigation

A review of current grants available from State or Federal Governments was undertaken and identified the following potential sources relevant at this point in time:

- The Victorian Government Department of Environment, Land, Water and Planning [Water for Victoria](#) Policy Framework; and
- Federal Government: [Drought Resilience Innovation Grants](#)
Grants funded through this program, provide opportunities for drought resilience projects to assist Australian farmers and agricultural-dependent communities and businesses to adopt innovative approaches and technology to improve drought resilience.

There are 3 kinds of grants on offer:

1. An **ideas grant** – \$50,000 for 1 year to further develop a good idea
2. A **proof-of-concept grant** – up to \$120,000 for 1 year
3. An innovation grant - \$300,000 to \$1.1 million per year for up to 3 years.

Further research will need to be conducted in line with the specific project requirements and eligibility criteria for the Greening Euroa Project.

Strategic overview

A positive and informative strategic approach is recommended for this advocacy campaign as the most effective method in obtaining support and funding.

The Greening Euroa Project was created by individuals and organisations who recognised a need and have worked to address and solve it using local resources, infrastructure and knowledge.

As the result, a letter mail-out to Ministers and Parliamentary representatives informing them of the project, progress to date, and the story of how Australia's first purple standpipe was delivered will build excitement and attention. Key points to address in this letter, include:

- **The opportunity**

The Greening Euroa project is an innovative, unique and community driven project that will create a state and/or national spotlight on Euroa;

Adaptation to drought is important to provide a sustainable future for rural townships, communities and facilities.

- **The benefits**

Infrastructure from the Greening Euroa Project ticks every box for drought resilience and water preservation, creating a sustainable water recycling system that aligns to the State and Federal 2021/22 Budget priorities.

A precedent project delivery that may be applied to other areas affected by drought.

This project will help keep our green spaces green and studies show that during times of drought this is important to both mental and physical health.

It will help our community to become more resilient in response to our changing climate.

Community collaboration, Climate Change incentives and sustainability are just some of the awesome factors contributing to the Nation-first purple standpipe.

- **The ask**

We seek funding for Stage 2 and 3 to....

e.g. ...enable the standpipe and pipeline to provide recycled water to service several parks and recreation reserves across the Euroa township. Once obtained and implemented, we anticipate that the system will use approximately 110ML of water annually but this is a variable number due to rainfall conditions.

This strategy recommends that in addition to State and Federal representative correspondence, the Steering Committee invites Members of Parliament to attend Euroa to view firsthand the benefits of the purple standpipe and the community spaces which need *greening* or have benefitted. The opportunity to gain Ministerial attention and build awareness of the success of this project is extremely valuable for short and long-term funding prospects. A meeting in person at the site location with key community stakeholders present could attract media attention and in turn favourable support from decision-makers and power holders. The upcoming State and Federal elections will be beneficial for securing interest and funding for the project.

Regular community updates will be extremely beneficial to this campaign to build support, awareness and a mobile voice of champions that extends beyond the boundaries of Strathbogie Shire. Keeping the community informed of project progress will further advance the relationship of the Greening Euroa Steering Committee and public pride, support and awareness of the project background, stakeholders and benefits.

Creative and engaging ways to capture and maintain public attention with community updates may include a consistent campaign colour or graphic, social media posts, Share Strathbogie project page of information, videos, surveys and tv and written media coverage.

Persistence and follow-up with all parties who you engage and could be a source of funding is important for continuity, prioritisation from other advocacy campaigns and to ensure that you remain aware of all grant opportunities as they arise. Many lobbying campaigns take years to obtain funding, so patience, timing and maintaining a gauge of the political climate will be key factors to consider.

Proposed strategy actions, methods and timelines

Action	What	To	How	Why	When
1	Grant search and application	<ul style="list-style-type: none"> Request funding for future project stages Gain knowledge of funding available Obtain funding that current stakeholders cannot provide 	<ul style="list-style-type: none"> Council Grant Officer Provide project support documents and information Strategic messaging Demonstration of community support 	<ul style="list-style-type: none"> To obtain \$3.8Million funding for future staging to deliver the remaining stages of the Greening Euroa Project 	Now
2	Letter mail-out	<ul style="list-style-type: none"> State representatives Federal representatives 	<ul style="list-style-type: none"> Mail or email correspondence outwards 	<ul style="list-style-type: none"> To raise project awareness Educate and inform To gather journey momentum To promote success and innovation 	September, 2021
3	Community update	<ul style="list-style-type: none"> Strathbogie Shire community Water stakeholders Media 	<ul style="list-style-type: none"> Council website Strathbogie Bulletin (Quarterly) Media release 	<ul style="list-style-type: none"> Raise project awareness and gain attention Educate and inform To bring the community on the journey To promote success and innovation To empower champions and support 	October & November 2021
4	Campaign video	<ul style="list-style-type: none"> State representatives Federal representatives Strathbogie Shire Community 	<ul style="list-style-type: none"> Visual storytelling Provide project context Feature key stakeholders 	<ul style="list-style-type: none"> To be advised by steering committee in consultation with Executive Manager Communications and Engagement 	September-November, 2021

		<ul style="list-style-type: none"> Water stakeholders Media 	<ul style="list-style-type: none"> Celebrate the wins and benefits to date 		
5	Social Media campaign	<ul style="list-style-type: none"> Strathbogie Shire community 	<ul style="list-style-type: none"> Visual storytelling to share the Greening Euroa story 	<ul style="list-style-type: none"> To raise awareness, build momentum and gain attention 	November – January, 2022
6	Meeting requests	<ul style="list-style-type: none"> State representatives Federal representatives 	<ul style="list-style-type: none"> Mail or email invitations to key decision-makers <i>Optional: Include the campaign video</i> 	<ul style="list-style-type: none"> To provide greater project context To introduce key stakeholders Gain attention and interest Build rapport, trust and understanding 	January, 2022
7	Campaign review	<ul style="list-style-type: none"> Measure and review success of actions 1-6 	<ul style="list-style-type: none"> Through qualitative and quantitative measures of outcomes and progress to date 	<ul style="list-style-type: none"> To adapt the next steps of the lobbying campaign Ensure the campaign objectives are being met Maintain control and focus of future actions Evaluate actions going forward 	February 2022

The following Ministers and Members of Parliament with relevant portfolios, are as follows:

Australian Government

- The Hon. Barnaby Joyce MP, Minister for Infrastructure, Transport and Regional Development, Deputy Prime Minister
- The Hon. David Littleproud MP, Minister for Agriculture and Northern Australia
- The Hon. Sussan Ley MP, Minister for the Environment
- The Hon. Keith Pitt MP, Minister for Resources and Water
- The Hon. Angus Taylor MP, Minister for Energy and Emissions Reduction
- Dr Helen Haines MP, Member for Indi

Victorian Government

- The Hon. Jaclyn Symes MP, Member for Northern Victoria and Minister for Resources and Attorney-General
- The Hon. Mary-Anne Thomas MP, Minister for Regional Development and Minister for Agriculture
- The Hon. Shaun Leane MP, Minister for Local Government
- The Hon. Lisa Neville MP, Minister for Water
- Ms Steph Ryan MP, Member for Euroa and Shadow Minister for Water
- Members for Northern Victoria: Mr Mark Gepp MLC, Ms Tania Maxwell MLC, Ms Wendy Lovell MLC, Mr Tim Quilty MLC and the Hon. Jaclyn Symes MP

**9.2.4 Strathbogie Shire Council Audit and Risk Committee
- Unconfirmed Minutes of the Meeting held on Friday 17 September 2021**

Author: Director Corporate Operations

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

This report presents the draft unconfirmed Minutes of the Strathbogie Shire Council Audit and Risk Committee meeting held on Friday 17 September 2021

Items considered by the Committee at the meeting were:

- 2020/21 Annual Financial Report
- 2020/21 Performance Statement and Governance and Management Checklist
- Closing Report to Audit Committee
- Draft Final Management Letter
- Audit Committee Work Plan
- Review of Committee Charter
- Financial Reporting
- Key Strategic Indicators – Human Resources
- Risk Management Update
- Internal Audit Reports
 - Local Laws
 - Payroll

It is recommended that Council notes the unconfirmed minutes of the Audit and Risk Committee meeting held on Friday 17 September 2021.

RECOMMENDATION

That Council:

- 1. Notes the unconfirmed Minutes of the Audit and Risk Committee meeting held on Friday 17 September 2021.***
- 2. Notes that the unconfirmed Minutes will be signed by the Chair of the Committee, once accepted, at the next Committee meeting, and any substantive changes to the unconfirmed Minutes will be reported to the next Council meeting.***

PURPOSE AND BACKGROUND

The Strathbogie Shire Council Audit and Risk Committee is a Committee appointed by Council and pursuant to section 53 of the *Local Government Act 2020*.

The primary objective of the Audit and Risk Committee is to assist Council in the effective conduct of its responsibilities for compliance with Council policies and legislation, sound financial reporting and financial management, oversight of risk management including the Strategic Risk Register, good corporate governance, maintaining a reliable system of internal controls and facilitating the organisation's ethical development.

9.2.4 Strathbogie Shire Council Audit and Risk Committee
- Unconfirmed Minutes of the Meeting held on Friday 17 September 2021 (cont.)

KEY ISSUES AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

The independence of the Audit and Risk Committee ensures there is a 'watchdog' over Council operations at all times, which helps ensure the best interests of the municipal community are achieved through Council operations and decisions.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

Consultation on this matter is not required under Council's Community Engagement Policy given the operational nature of the committee and its operation under the Audit and Risk Committee Charter 2020.

The Audit Committee Charter is comprised of for four independent Community representatives and two Councillors.

POLICY CONSIDERATIONS

The Council Plan 2021-25 contains several strategies :

"As a Council we will:

- Achieve the highest level of good governance across the organization and as an elected Council
- Be accountable for the decisions we make and the quality of services we deliver
- Maximize public transparency and accountability around our performance and decision making processes
- Be financially responsible achieving the greatest possible community benefit from the programs, initiatives and services we fund"

with the Audit Committee playing a key role in monitoring implementation of these strategies.

The Audit and Risk Committee has been established under State government legislation and its workplan and Charter have been developed in accordance with State government guidelines.

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

9.2.4 Strathbogie Shire Council Audit and Risk Committee
- Unconfirmed Minutes of the Meeting held on Friday 17 September 2021 (cont.)

The Audit and Risk Committee has been constituted and established under sections 53 and 54 of the *Local Government Act 2020*, which requires all councils to appoint a Committee under a Charter developed in accordance with the 2020 Act.

The work on developing a work plan for the newly appointed Committee is a new requirement under the Act.

Conflict of Interest

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

The appointment of an Audit and Risk Committee, along with noting the unconfirmed minutes through this Council agenda at a public meeting ensures transparency around the operation of the Committee and the issues that it is considering/monitoring

CONCLUSION

This report advises the public of the matters considered by the Audit and Risk Committee and recommends endorsement of the Minutes for the meeting held on 17 September 2021.

ATTACHMENTS

Attachment 1: Unconfirmed Minutes of the Audit Meeting held on 17 September 2021

ATTACHMENT 1:



STRATHBOGIE SHIRE COUNCIL

Minutes of a meeting of the Strathbogie Shire Council Audit and Risk Committee held on Friday 17 September 2021 via Teams, commencing at 9.30 a.m.

Committee Members:	Mr Mark Freudenstein(Chair) -	Community Representative
	Mr Alister Purbrick -	Community Representative
	Mr Alistair Thomson -	Community Representative
	Mr Paul Ayton -	Community Representative
	Cr Paul Murray -	Council Representative
Officers:	Mr David Roff -	Director Corporate Operations
	Ms Amanda Tingay -	Director Community and Planning
	Ms Dawn Bray -	Executive Manager Governance and Customer Service
	Mr Upul Sathurusinghe -	Manager Finance
	Mr Jason McConkey -	Team Leader Compliance
Internal Auditors:	Mr Brad Ead -	AFS & Associates
External Auditors:	Sanchu Chummar -	Acting Sector Director, Local Government, VAGO
	Jung Yau -	Manager Financial Audit, VAGO

1. Welcome
2. Acknowledgement of Traditional Land Owners

'I acknowledge the Traditional Owners of the land on which we are meeting. I pay my respects to their Elders, past and present'

3. Apologies
Cr Sally Hayes Burke - Council Representative
Ms Julie Salomon - Chief Executive Officer

4. Disclosure of Interests
Nil

5. Confirmation of Minutes – Friday 9 July 2021

MOVED: PAUL AYTON
SECONDED: ALISTAIR THOMSON
39-20/21 **CARRIED**

6. Business
7. Items raised by Committee Members
8. Next Meeting

6.	Business		Report Page No.
6.1	2020/21 Annual Financial Report		1
6.2	2020/21 Performance Statement and Governance and Management Checklist		5
6.3	Closing Report to Audit Committee		7
6.4	Draft Final Management Letter		7
6.5	Internal Audit Reports <ul style="list-style-type: none"> • Local Laws • Payroll 		8
6.6	Audit Committee Work Plan		8
6.7	Review of Committee Charter		8
6.8	Financial Reporting		9
6.9	Key Strategic Indicators – Human Resources		9
6.10	Risk Management Update		10
6.11	Investigations / Chief Executive Officer Reports		10
7.	Items Raised by Committee Members		10
8.	Next meeting		10

6. BUSINESS

6.1 2020/21 Financial Report

Author: Director Corporate Operations

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

The Local Government Act 1989 requires that Council pass a resolution giving its approval to the Annual Financial Report prior to formal submission to the Auditor-General Victoria and the Minister. The Act further requires that Council must authorize two Councillors to approve the Report.

Draft copies of the Annual Financial Report were circulated to the Audit Committee with this report for their consideration.

MOVED: PAUL AYTON
SECONDED: ALISTAIR THOMSON

That the 2020/21 Annual Financial Report be endorsed by the Audit Committee for presentation to Council for adoption.

40-20/21 CARRIED

- *It was noted that in Reserves note 9.1 (b) amendment to be sought combining amount for Bridge Replacement Reserve with Total Reserves as not funded separately but part of Council cash holdings*
- *Verbal update provided on Workcare Insurance note 8.1*

PURPOSE AND BACKGROUND

The Victorian Auditor-General's Office has completed the external audit of the 2020/21 Financial Report.

The Annual Financial Report consisting of the Financial Statements and Notes (refer Appendix A) has been prepared in accordance with relevant legislation, applicable Australian Accounting Standards and other related accounting guidelines.

The Victorian Auditor-General's certification is anticipated in September 2021.

ISSUES, OPTIONS AND DISCUSSION

The Annual Financial Report is prepared strictly in accordance with the applicable Australian Accounting Standard which includes the Australian equivalent to International Financial Reporting Standards (AIFRS). These Standards require the preparation of five mandatory statements. These statements include –

- "Comprehensive Income Statement" (Operating – Accrual Statement). This comprises non-cash items such as Depreciation and cost of goods (assets) sold, and excludes Capital Expenditure and Transfers to and from Other Reserves.

6.1 2020/21 Financial Report (cont.)

- “Balance Sheet” which lists Councils’ assets and liabilities. It indicates the overall financial position of Council as at 30th June 2021.
- “Statement of Changes in Equity”. This indicates movements in Council’s Reserve Funds.
- “Statement of Cash Flows”. This indicates all cash expended and received for all activities during the financial year.
- “Statement of Capital Works” which details Council’s capital works expenditure for the financial year. It sets out the expenditure on creating or buying property, infrastructure, plant and equipment by each category of asset.

For the 2020/21 financial year, Council is also required to prepare two “Budget Comparison Notes” with variance explanations to the 2020/21 Annual Budget. These being –

1. Income and Expenditure
2. Capital Works

The following analysis of the 2020/21 Annual Financial Report is at a macro level, which reflects the nature of the Report’s disclosures. It is not designed nor intended to be used as a Management report that provides details of programs, or resultant variances. No analysis has been provided for the Statement of Changes in Equity.

1. Income Statement

The operating result represents the accrual accounting treatments, which includes the non-cash items of depreciation and cost of goods (assets) sold, but excludes expenditure on Capital items, loan proceeds and loan principal repayments and transfers to and from other reserves.

For the year ended 30 June 2021, Council reported an Operating surplus of \$6,365,056. Operating costs were \$30.9 million.

The result was also impacted by changes in Accounting Standards as follows:

- Need to reduce operating grant income by \$305,172 to reflect grants received but with obligations still attached at 30 June – will adjust in 2020/21 so no overall impact
- Need to reduce Capital grant income by \$3,401,555 similar to above
- Recognition of expense of \$257,822 for amortisation of “right of use assets, finance costs for leases (non cash Item)

2. Balance Sheet

Council’s Balance Sheet indicates that Council’s overall financial position and its cash and liquidity position is sound and within acceptable financial parameters.

6.1 2020/21 Financial Report (cont.)

Council's cash position as at 30 June 2021 was represented by cash on hand and investments of \$22.90 million. This represents an increase in cash holdings of \$6.32 million during the 2020/21 financial year due primarily to receipt of significant capital grants and less than budgeted expenditure on capital works. A number of capital works will also be carried over into the 2021/22 financial year.

The value of Council's property, infrastructure, plant and equipment non-current assets as at 30 June 2021 is \$282.02 million, an increase of \$1.2 million, due primarily to the acquisition of assets as part of Council's capital works program offset by the effects of depreciation and an external revaluation of property assets.

Council's end-of-year working capital ratio is 2.16:1 which is greater than the target ratio of 1.1:1. This ratio is used to assess Council's ability to meet current commitments and is derived by dividing current assets by current liabilities.

3. Cash Flow Statement

Cash flow reflects expenditure on capital works and there are a number of projects carried forward to 2021/22.

4. Statement of Capital Works

Council completed \$10.43 million worth of projects for 2020/21, an increase of 53% over the previous year as resourcing in the Project delivery area has improved and projects completed. There remain some carried over works to be completed in 2021/22, some of which are attached to substantial grant funding received in 2020/21.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

The Annual Financial Statements are prepared and audited and once completed Council is required to advertise the fact that they are available for inspection as part of the Annual Report

POLICY CONSIDERATIONS

Council Plans and Policies

The report is consistent with Council Policies, key strategic documents and the Council Plan.

Regional, State and National Plans and Policies

Some of the items completed during the year are consistent with Policies of other levels of government, some of which have provided funding to assist.

LEGAL CONSIDERATIONS

The Annual Statements have been prepared in accordance with timelines laid out in the Local Government Act and in accordance with relevant Accounting Standards.

6.1 2020/21 Financial Report (cont.)

Conflict of Interest Declaration

All officers, and / or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

The Annual Statements will be presented to an open Council meeting and will then be available on the website and at the Customer Service Desk at Euroa and Nagambie for public review.

FINANCIAL VIABILITY CONSIDERATIONS

The annual Statements show Council to be in a sound financial position, with the Long Term Financial Plan to be updated to reflect the end of year result and any items required to be carried over into 2021/22 (both income and expenditure).

SUSTAINABILITY CONSIDERATIONS

Economic

The financial report and associated documentation provide published evidence and data on the financial costs and benefits across the main areas of Strathbogie Shire Council income and expenditure. Our report is intended to inform the community of the wider financial and economic impact of council expenditure.

Social

Strathbogie Shire Council, in partnership with other levels of government, is responsible for aspects of everyday life that our community value – from our public open spaces, to accessible libraries, to strong local business and employment opportunities. Effective planning and reporting by councils is essential for ensuring transparency and accountability to the community and other levels of government as to how public money is being spent and the quality of services delivered.

INNOVATION AND CONTINUOUS IMPROVMENT

Council continues to refine its end of year processes and with the advent of Coronavirus COVID-19, the audit has been conducted remotely and officers have adapted to this way of working

COLLABORATION

Council staff and Council's external auditor, the Victorian Auditor-General's Office and Council's Audit Committee have worked cooperatively in the preparation of these reports.

CONCLUSION

This report summarises the end of year result and recommends approval in principle of the Annual Financial Report.

6.2 Adoption of Performance Statement 2020/21 and Governance and Management Checklist 2020/21

Author: Director Corporate Operations

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

The Local Government Act 1989 requires that Council pass a resolution giving its approval to the Performance Statement 2020/21 and Governance and Management Checklist prior to formal submission to the Auditor-General Victoria and the Minister.

The Act further requires that Council must authorise two Councillors to approve the Report.

Draft copies of the Performance Statement 2020/21 and Governance and Management Checklist were circulated to the Committee but an amended version was provided when discussions with Auditors had concluded and the documents updated.

MOVED: ALISTER PURBRICK
SECONDED: PAUL MURRAY

That the Audit Committee endorse following reports for presentation to Council for adoption –

- 1. Performance Statement 2020/21.**
- 2. Governance and Management Checklist 2020/21.**

41-20/21 CARRIED

PURPOSE AND BACKGROUND

Under Section 131 of the Local Government Act 1989, the Annual Budget 2020/21 included a list of prescribed indicators of service performance, financial and sustainable capacity performance required by regulations to be reported against in the performance statement. The Performance Statement represents an independent certification of Council's results against the prescribed indicators.

In addition, Section 131 requires Council to report on Council's assessment against the prescribed governance and management checklist for 2020/21.

ISSUES, OPTIONS AND DISCUSSION

One of the Overarching governance principles in section 9 of the Local Government Act 2020 is that Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

This is the seventh year of operation of the Local Government Performance Reporting Framework (LGPRF). There is a comparison between, 2017/18, 2018/19, 2019/20 and 2020/21 with comments detailing any variances. All data was collected according to the Local Government Act 1989 and Local Government (Planning and Reporting) Regulations 2014.

6.2 Adoption of Performance Statement 2020/21 and Governance and Management Checklist 2020/21 (cont.)

Subject to Council adopting the recommendation in this report, the Performance Statement will be forwarded to the Victorian Auditor-General for certification. It is also a statutory requirement for Council to include the Performance Statement in the Annual Report 2020/21.

COMMUNITY ENGAGEMENT

No community engagement is necessary in respect of this report although some of the measures incorporate the result of the Annual community Survey.

POLICY CONSIDERATIONS

Council Plans and Policies

The report is consistent with Council Policies, key strategic documents and the Council Plan.

Regional, State and National Plans and Policies

The Performance Statement reports on indicators mandated by State Government through its Local Government Performance Reporting Framework.

LEGAL CONSIDERATIONS

The proposal is consistent with sections 131 and 132 of the Local Government Act 1989 which, amongst other things, requires the Council to “certify the statements in their final form”.

Conflict of Interest Declaration

Officers providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Transparency

The data in the Performance Statement will appear on the Know Your Council website which will be available to the community.

FINANCIAL VIABILITY CONSIDERATIONS

Some indicators are directly from the Financial Statements

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

The Performance Statement contains an indicator of performance in Statutory Planning

Social

The Performance Statement includes reporting in Indicators relating to:

- Maternal and Child Health
- Aquatic facilities
- Animal Management
- Food Safety

6.2 Adoption of Performance Statement 2020/21 and Governance and Management Checklist 2020/21 (cont.)

Environmental

The Performance Statement contains an indicator on waste diversion from landfill.

INNOVATION AND CONTINUOUS IMPROVMENT

Council continues to refine its end of year processes and with the advent of Covid 19 the audit has been conducted remotely and officers have adapted to this way of working

COLLABORATION

Council staff and Council's external auditor, the Victorian Auditor-General's Office and Council's Audit Committee have been consulted as part of the preparation of these reports.

CONCLUSION

It is recommended that the Performance Statement and Governance and Management Checklist be endorsed by the Audit and Risk Committee for presentation to Council for adoption.

6.3 Closing Report to the Audit Committee

The Closing Report to the Audit Committee was provided to the Committee.

MOVED: PAUL MURRAY
SECONDED: ALISTAIR THOMSON

That the report, as tabled, be noted.

42-20/21 CARRIED

6.4 Draft Final Management Letter

The draft Final Management Letter was provided to the Committee.

MOVED: PAUL AYTON
SECONDED: PAUL MURRAY

That the report, as tabled, be noted.

43-20/21 CARRIED

6.5 Internal Audit Reports

- Local Laws
- Payroll

Local Laws Internal Audit Review

The report was provided to Committee members for review. By way of background, a new Team Leader has been in place since late 2020 and is making excellent progress on improvements to the way the team operates. The internal audit review provides valuable direction for further work to be undertaken.

Payroll Internal Audit Review

Fieldwork for this review has been completed and the exit meeting has occurred. The final review will now be compiled but will be presented to the December meeting .

MOVED: PAUL AYTON
SECONDED: ALISTER PURBRICK

That the Local Laws Internal Audit Report be noted.

44-20/21 CARRIED

6.6 Audit Committee Work Plan

The Audit Committee Work Plan has been updated to include some specific dates and comments on actions. Work will continue on reviewing Policies that are due.

MOVED: PAUL MURRAY
SECONDED: PAUL AYTON

That the Committee note and review the Work Plan, also noting that further detail to be provided on 4.3.5 Risk Identification.

45-20/21 CARRIED

6.7 Review of Audit and Risk Committee Charter

The Work Plan identifies a need to review the Charter by 31 December 2021 and the current version was provided for review.

MOVED: ALISTAIR THOMSON
SECONDED: PAUL MURRAY

That the Committee recommend alteration to the Charter to include:

- **3.2 - note that Councillor member term to expire at Annual Statutory Council meeting**
- **Reference to Local Government Act 2020 Section 40(2) to include Report to Audit and Risk Committee on reimbursement of Councillor expenses**
- **Discussion occurred on similar process for Chief Executive Officer expenses but it was noted that Chief Executive Officer does not have a Council Credit Card and there is a separate process whereby the Director Corporate Operations and Executive Manager Governance and Customer Service review any Chief Executive Officer costs, none of which have been sought to date.**

46-20/21 CARRIED

6.8 Financial Reporting

Of recent times staff have been working to improve the standard of financial reporting and, as a result, an example of the current reporting provided to Council was provided for information.

Further to that, several other projects are current:

- Rural Councils Victoria, a group of like Councils, have been supporting a project whereby Long Term Financial Planning model has been developed This will allow for detailed modelling over a ten year period and will be an improvement on the product we currently use. It involves input of Balance Sheet at close of a year, then the next year's Budget and allows for a range of assumptions to be input and produces a set of Financial Statements in real time. Staff have viewed a demonstration of the model and it has now been provided to us free of charge as part of the project. When the current audit is complete staff will develop it up.
- Council's current financial software (including property and rating, building, planning, animal control etc) has been in place for some years and it has limitations and with development of technology suppliers have been reluctant to support the older the system gets. We are currently working with neighbouring Councils to explore collaboration on implementation of improved systems and processes. There may be a potential funding stream coming from State government which may assist.

MOVED: PAUL AYTON
SECONDED: ALISTER PURBRICK

That the information be noted.

47-20/21 CARRIED

6.9 **Key Strategic Indicators – Human Resources**

Provided for Audit Committee members' information were Human Resources Reports to 26 August 2021.

MOVED: PAUL AYTON
SECONDED: PAUL MURRAY

That these items be noted.

48-20/21 **CARRIED**

Discussion included: Issues with recruiting technical roles, strategies for dealing with mental health issues during Covid impacts including lockdowns, growth on leave balances with staff unable to go anywhere and option to look at leave plans in 2022 and 2023.

6.10 **Risk Management Update**

An update on work concerning Council's Risk profile was provided to Committee members and discussed at the meeting.

MOVED: ALISTAIR THOMSON
SECONDED: ALISTER PURBRICK

That the update be noted.

49-20/21 **CARRIED**

Discussion included; challenges with consultancy and changes of staff, need to align Risk Profile to new Council Plan.

6.11 **Investigations / Chief Executive Officer Reports**

- Update provided on Municipal Monitor appointment – It was confirmed that the engagement of a Municipal Monitor was requested by the Shire Mayor and CEO and appointed by the Minister. The Committee noted the appointment of Janet Dore and confirmed interest in meeting with her to better understand what performance indicators and other matters she is evaluating. It was agreed that the Monitor be invited to the December meeting.

7. ITEMS RAISED BY COMMITTEE MEMBERS

- Potential; Shire familiarisation tour, possibly with Councillors – consider when restrictions ease.
- Need to put Internal Audit contract on December Agenda so as to meet timeframes following exercise of option.

8. NEXT MEETING

10 December 2021

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 11.30 A.M.

Confirmed as being a true and accurate record of the Meeting

.....
Chair

.....
Date

9.2.5 Regional Information Technology Collaboration – Funding Application

Author: Director Corporate Operations

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's endorsement of a funding approach by Strathbogie, Mansfield and Murrindindi Councils under the State Government's Rural Councils Transformation Program.

The application, which is currently under development, details a number of proposed transformations across a number of service areas of Council, and spanning the three Councils mentioned.

RECOMMENDATION

That Council:

- 1. Notes that Strathbogie Shire Council is a participant in a grouping of councils that will be making an application for funding under the Victorian Government Rural Councils Transformation Program (RCTP) for the following initiative:***

'Lifting Service Performance Through Shared Technology and Collaboration'
- 2. Notes that the application is due for submission by 10 December 2021; and***
- 3. Approves the submission of the grant application by Strathbogie, Mansfield and Murrindindi Councils***

PURPOSE AND BACKGROUND

For many years Victorian Councils have explored ways of improving the sustainability and service delivery of Council operations. In many cases this has involved working in a collaborative way with other municipalities to share resourcing or combine together in some way to enhance services to the community.

A number of examples of this exist in the Hume region with Councils sharing services and working together on collaborative projects. Often these efforts are constrained by the limited resourcing that is available to make transformational change to processes or systems that would enable collaboration.

In December 2017 a report prepared by KPMG advised the State Government that significant investment into the Victorian Local Government sector would be required to facilitate change in business practices and to provide the funding needed to transition to new models of service delivery.

9.2.5 Regional Information Technology Collaboration – Funding Application (cont.)

Rural Councils Victoria formalised this request in their Victorian Budget Submission 2018-19 document, stating that:

‘Rural councils want to be more efficient to keep rates low for residents, spend revenue responsibly and deliver fantastic liveability. By investing in shared service provision, energy saving programs and collaborative procurement, councils will be able to make every dollar go further, but we need the state government’s help to get there.

The costs of setting up shared service provision are beyond the means of rural councils despite the long-term savings. With State Government support to combine services and invest in cost-saving measures, rural councils will gain long term sustainability and rural Victorians will continue to enjoy the service provision they deserve.’

The Victorian Government has announced the opening of an \$8 million second round of the Rural Councils Transformation Program, to improve rural councils’ financial sustainability.

The program was launched in 2018 to enable rural councils to work with other councils to improve services and reduce costs.

The RCTP aims to:

- Improve the financial sustainability of rural councils by achieving economies of scale, including through regional service delivery or collaborative procurement
- Promote more efficient and improved service delivery through collaboration and innovation
- Facilitate benefits for rural and regional communities, with priority given to those for rural communities
- Demonstrate potential efficiencies to be gained through regional service delivery

Round two is focused on projects that include new and ongoing collaboration and resource sharing such as shared workforce planning and asset management systems. Projects will be funded up to \$1 million, with a maximum rate of \$250,000 for each rural council involved.

While funding is not awarded for metropolitan or regional council involvement, all Victorian councils can participate in the program. A minimum of two rural councils must be involved and projects will have to be completed within two years.

This is a significant allocation of unmatched funding that provides an opportunity for councils throughout the state to progress transformative projects that had previously stalled due to limited resources.

Strathbogie, Mansfield and Murrindindi Councils are in the process of submitting a joint funding application.

Timelines for this project are tight with applications due on 10 December 2021. This will be preceded by a preliminary presentation to Government to enable feedback to be provided on the application.

9.2.5 Regional Information Technology Collaboration – Funding Application (cont.)

ISSUES, OPTIONS AND DISCUSSION

The project is aimed at addressing the following issues which are common across the region:

- Mixed systems impeding shared services
- Ageing Legacy systems offering little support for customer visibility
- Unsatisfactory customer responsiveness
- Attracting, and then holding ICT resources
- Basic compliance with Records Management requirements
- ICT Tools support for collaboration capability low
- Limited capability to address current and emerging ICT technology risks – such as Cyber security

Different operating systems across councils are causing inefficiencies in service delivery and lack of consistency across councils in the quality of services delivered while Councils are experiencing increasing cost pressure on with limited funds available and a rate capping environment.

In addition increasing community expectations of Council services are causing demand beyond current Council capabilities.

The project is based on a number of principles and desired outcomes :

Enterprise Architecture and ICT Governance

- Single enterprise architecture with flexibility
- ICT Systems Governance

Digital Systems

- Modern Records Management Platform
- Modern, customer focused cloud-based systems

Shared ICT Resourcing

- Attracting and retaining right people in the right roles
- Optimising skills and creating employment pathways
- Retaining Local Jobs

ICT Infrastructure

- Migrate from on-premise to cloud-based solutions where possible
- Joint procurement and purchasing power

COMMUNITY ENGAGEMENT

No community consultation has been undertaken for this project. Any community consultation that may be appropriate for any of the five project areas would be premature at this pre-application stage and would be more appropriate as part of the project development phase.

9.2.5 Regional Information Technology Collaboration – Funding Application (cont.)

POLICY CONSIDERATIONS

Council Plans and Policies

This matter is consistent with the Council Plan 2021-2025

“As a Council we will:

- Be accountable for the decisions we make and the quality of services we deliver
- Be financially responsible achieving the greatest possible community benefit from the programs, initiatives and services we fund
- Deliver responsive and timely customer service across the organisation in line with the timeframes set out in our Customer Service Charter”

LEGAL CONSIDERATIONS

There are no legislative implications associated with the support of the funding application.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

This matter is being aired in a public Council meeting.

FINANCIAL VIABILITY CONSIDERATIONS

The business case seeks funding over a five-year period in line with the program guidelines. This will also allow participating councils to leverage their current spend in the focus areas with support from the Rural Transformation Fund.

SUSTAINABILITY CONSIDERATIONS

Economic

Improved systems have the potential to improve service and assist economic growth.

Social

There are considered to be no social considerations.

Environmental

There are considered to be no environmental considerations.

Climate change

No climate change impacts.

INNOVATION AND CONTINUOUS IMPROVEMENT

This project is all about improvement to service delivery.

9.2.5 Regional Information Technology Collaboration – Funding Application (cont.)

COLLABORATION

This is a classic example where collaboration has the potential to provide significant benefits.

HUMAN RIGHTS CONSIDERATIONS

Not considered an issue with welfare of staff continuing to be addressed appropriately.

CONCLUSION

An exciting project with the potential to deliver significant outcomes.

9.3 INFRASTRUCTURE

9.3.1 Tender for Contract No. 21-22-15: Euroa Tennis Sewer

Author: Project Officer

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

The Euroa Tennis Club and surrounds at the Friendlies Oval is consistently used by many regular and visiting patrons from the community and wider districts. The facility is currently strained under normal use and cannot be used for events due to the existing sewer system being at the point of failure. An upgraded sewer has been designed to cater for regular community use and future events which is paramount for the survival of the clubs and the ongoing use of these facilities. A new sewer system to connect into the mains sewer network, to be delivered through this contract, has been included in Council's Capital Works Program for the Financial Year 2021-22.

Through public advertisement in local and national newspapers, Council invited tenders for the construction of the Euroa Tennis Club Sewer under Contract 21-22-15, between 23/09/2021 and 20/10/2021. Two (2) tenderers submitted tenders for the work. These tenders have been assessed and evaluated by Council Officers and a summary of results is shown in the Confidential Appendices provided to Councillors. Having considered the results of the evaluation, it is recommended that Council awards tender, contract number 21-22-15 Euroa Tennis Club Sewer to Dig Rite Excavations Vic Pty Ltd.

RECOMMENDATION

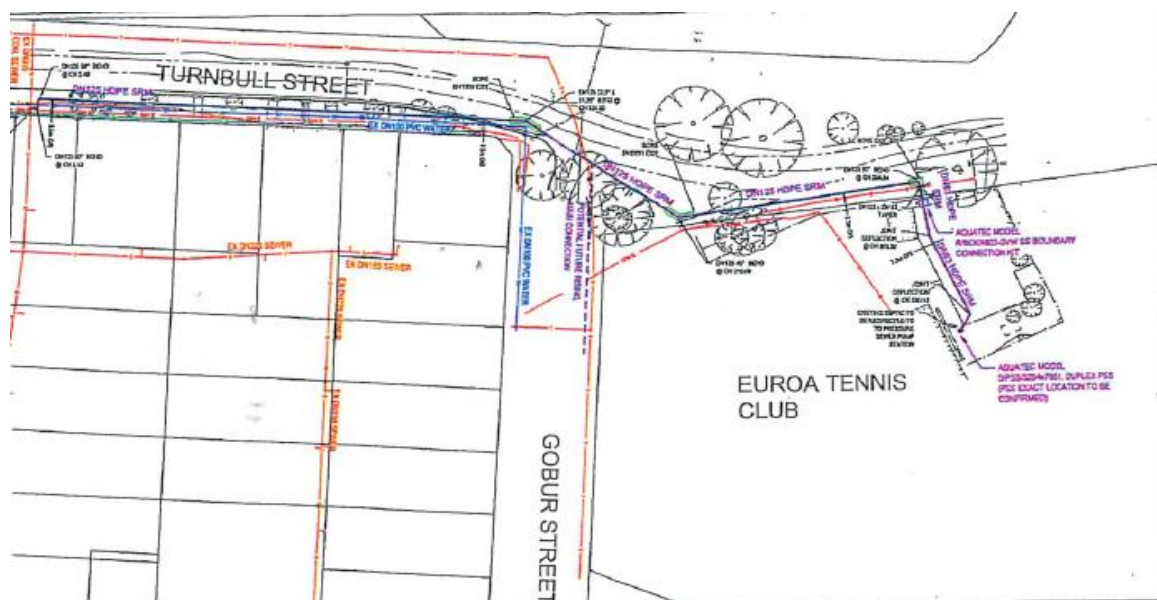
That Council:

- 1. Receives and notes the outcome of the tender assessment process for Contract No 21-22-15 Euroa Tennis Club Sewer – Lump Sum as set out in the confidential appendices attached to this report;***
- 2. Awards the tender for Contract No 21-22-15 Euroa Tennis Club Sewer- Lump Sum to Dig Rite Excavations Vic Pty Ltd based in Lancefield for a total sum of \$152,149.40 + GST;***
- 3. Authorises officers to advise the unsuccessful tenderers;***
- 4. Authorises the Chief Executive Officer or delegate to execute the Contract by signing and affixing with the Common Seal of Strathbogie Shire Council; and***
- 5. Notes that construction is scheduled to commence on 17 January 2022 with an expected completion date of 18 February 2022.***

9.3.1 Tender for Contract No. 21-22-15: Euroa Tennis Sewer (cont.)

PURPOSE AND BACKGROUND

This report seeks Council approval of the recommendations on Tender Evaluation of Contract No 21-22-15 Euroa Tennis Club Sewer, and to award the contract to the tenderer as provided in this report.



TENDER PROCESS

The public tender was released on “Tendersearch” via the Council website on the 23 September 2021. The tender was advertised in The Age Saturday newspaper (state-wide reach), Shepparton News, and Euroa Gazette in the week following release. By the close of tenders at 4.00pm on 20 October 2021, two (2) tender submissions had been received.

All tender submissions were assessed for their compliance including the contractual terms and conditions and the requirements of the response schedules, and all tender submissions were deemed conforming.

Table 1 below lists the tenders that were received at the close of the advertised tender period.

Table 1: Tender Submissions Received

Tender Submissions Received at the close of Tender Period (in Alphabetical Order)	
	Dig Rite Excavations
	Nathan Plumbing Pty Ltd

Panel Assessment Process

In accordance with Council’s Procurement Policy, the evaluation panel and evaluation criteria weightings were determined prior to release of the Tender documentation. The evaluation panel members were nominated prior to release of the tender submissions for evaluation. The panel signed ‘Conflict of Interest’ statements prior to the evaluation panel viewing the submitted tenders.

9.3.1 Tender for Contract No. 21-22-15: Euroa Tennis Sewer (cont.)

The Tender Evaluation Panel members were made up of the following Strathbogie Shire Council staff members:

1. Project Officer, Project Delivery
2. Projects and Contracts Coordinator, Project Delivery
3. Senior Project Officer, Project Delivery, and
4. Procurement & Tender Officer, Finance (moderating).

The principle that underlies the awarding of all Council contracts is that a contract is awarded based on providing the overall Best Value, offering the most benefit to the community and the greatest advantage to Council.

Strathbogie Shire Council mandates 60% weighting on submitted tender pricing, ensuring that pricing is heavily prioritised in the tender evaluation decision. However, a 40% weighting allocated to qualitative tender ensures that decisions are not solely cost driven but on overall value offered by the tenderer. A tenderer must provide good qualitative submissions to be successful.

The tenders were assessed and evaluated against the following criteria and weightings:

- Tendered Price (60%)
This criterion measures the price only – either lump sum or unit rates – submitted by the tenderer. In accordance with Council's Procurement Guidelines, a price weighting of 60% is applied, unless a Council exemption is sought.

All submissions were given a weighted score for their submitted price based on a comparative assessment of pricing for all tenders. The comparative assessment awards the highest evaluation score (60%) to the lowest priced tender submission. The subsequent tender submissions received reduced evaluation scores based on the percentage difference between them and the lowest priced tender.
- Demonstrated Track Record / Skills and Experience (5%)
Due to the level of technical skills required to provide this service, a weighting of 5% was allocated to this criterium.
- Compliance with Specification / Project Methodology (10%)
Due to the importance for the tender to meet the specification, a weighting of 10% was allocated. Also, the project methodology indicates an important level of understanding and organisation of the project. A total allocated weighting of 10% has been applied.
- Capacity and Resourcing (5%)
As the Work requires timely completion and elimination/mitigation of work-related risks, level and quality of staffing and resources needs to be provided on the project, this criterium is allocated a weighting of 5%.

9.3.1 Tender for Contract No. 21-22-15: Euroa Tennis Sewer (cont.)

- Management – Schedules (10%)
Quality Management Systems, Policies, Relevant Certifications, and Insurance are likewise considered vital and therefore included with an allocated weighting of 10%.
- Local Content (10%)
In accordance with Procurement Guidelines and being consistent with value for money principles, where different products are of comparable price, quality and equivalent value can be sourced either locally or regionally, preference will be given to local suppliers. A weighting of 10% was allocated to this criterion.

TABLE 2: Evaluation Criteria

Criteria	Weighting (%)
Price	60
Track Record / Skills & Experience	5
Compliance with Specification / Project Methodology	10
Capacity and Resourcing	5
Management -Schedules	10
Local Content	10
Total	100

ISSUES, OPTIONS AND DISCUSSION

Evaluation Moderation Process

The purpose of the moderation meeting is to discuss and moderate scoring discrepancies larger than three points and to raise any concerns and/or queries that may need to be put to the tenderers prior to recommending the preferred Tenderer.

The Tender Evaluation Panel individually reviewed all tender submissions in detail and assessed tenderers submitted schedules and attachments against the evaluation criteria. The Moderator (Procurement & Tender Officer) averaged the scores and highlighted scoring discrepancies larger than three (3) points. On Tuesday 26 October 2021 the Panel members and the Moderator met for the tender moderation meeting.

Panel Assessment Summary

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

At the completion of the tender evaluation process, Dig Rite Excavations Vic Pty Ltd attained the highest ranking with a total score of 78.72%. The Tender Evaluation Panel is satisfied that their tender represents the best value outcome for Council. The company is based in Lancefield, Victoria.

9.3.1 Tender for Contract No. 21-22-15: Euroa Tennis Sewer (cont.)

Further information was also requested from all tenderers, to provide a Project Methodology to determine the level of competency and organisation of the contractors in relation to the project. This helped to qualify the recommended tenderer's understanding and capacity of the process moving forward

Dig Rite Excavations come as reputable, having previously delivered similar works that are verifiable in local shires within Victoria. They have demonstrated capability to complete the works in the tender with minimal supervision based on their submitted documents.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

The matter under consideration does not require community consultation process at this time.

Risk Management

A Project Risks Assessment has been undertaken on this project with adequate mitigation plans in place. A Risk Register will be maintained to manage emerging risks during project execution.

POLICY CONSIDERATIONS

Council Plans and Policies

The author of this report considers that the report is consistent with Council Policies, key strategic documents, and the Council Plan.

This report is consistent with the Strathbogie Shire Council Procurement Policy.

The *Council Plan 2015-25* is relevant with the following strategic focus area 2:

Live. Access. Connect

Our Community's goals

- We all have access to important services

Our Strategies to achieve these goals

- We have strategies and long-term capital budgets in place to ensure we work towards all our facilities and buildings being accessible by people of all abilities.

Asset Management Policy

- Asset Creation/Acquisition – provision of, or an improvement to, an asset where the outlay will reasonably provide benefits beyond the year of outlay. A value management approach has been adopted to produce the most economic and creative solutions.

Asset Management Strategy

- Ensure the Shires infrastructure enhances efficiency for people and freight movement, service delivery and community amenities.

9.3.1 Tender for Contract No. 21-22-15: Euroa Tennis Sewer (cont.)

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

The recommendation has no legal or statutory implications which require the consideration of Council.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

It is considered by the author of this report that all steps have been taken in line with Council's Procurement Policy which ensures transparency in the process.

Decisions made by Council will be:

- undertaken in accordance with the Act and the Governance Rules.
- will be conducted in an open and transparent forum with information available via Council reports.

Council meetings will be open to the community or can be viewed on the livestream (and available as a recording) unless closed for reasons permitted by s.66(2) of the Act.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured

Budget allocated and available for Euroa Tennis Sewer in 2021-22 Capital Works Program is \$171,392.00. The recommended tender price of \$152,149.40 is under budget with adequate allowance for contingencies within the balance (if required).

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social, and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

It is anticipated that the proposed works will attract tourism and promote economic growth in the Euroa area and by extension Strathbogie Shire region for events.

9.3.1 Tender for Contract No. 21-22-15: Euroa Tennis Sewer (cont.)

Social

The proposed works provide for social, training and competition activities that caters to all ages and abilities. Overall, the sewer upgrade will allow potential use of the Friendlies building facilities that can support and benefit the community both socially (bringing people together) and economically.

Environmental

The proposed sewer project will filter out bacteria, viruses and other disease-causing pathogens before releasing the cleansed water back into the environment. A connection to the sewer will ensure that wastewater is properly treated.

Climate change

Tennis Courts and Ovals can help increase fitness and wellbeing, and the amount of time people spend indoors, using these commodities in turn will help reduce heating and cooling needs of the neighbourhood.

HUMAN RIGHTS CONSIDERATIONS

The recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

CONCLUSION

Council invited tenders for Contract No 21-22-15 Euroa Tennis Sewer. The submitted tenders were sought and evaluated strictly in accordance with the Council's Procurement Policy and against the provided brief and specifications. It is proposed that Council endorses the recommended contract award for Euroa Tennis Sewer to Dig Rite Excavations Vic Pty Ltd.

APPENDICES

Appendix 1: Tender Evaluation for Contract No. 21-22-15: Euroa Tennis Sewer –
CONFIDENTIAL

9.3.2 Tender for Contract No. 21/22-10: Construction of Rockies Pedestrian Bridge Euroa

Author: Project Officer

Responsible Director: Director Community & Planning

EXECUTIVE SUMMARY

As part of the Strathbogie Shire Council's approved budget, Council is planning to construct a suspension type bridge to provide pedestrian access across the Seven Creeks at a location known as "The Rockies" in Euroa. All the pre-construction works have been completed including Goulburn Broken Catchment Management Authority (GBCMA) approval and a Cultural Heritage Management Plan (CHMP). Previously completed design drawings have been updated to provide two meter width for the bridge and address some other site constraints. To implement the construction of pedestrian bridge, tender documentation was prepared for the public advertisement.

Through public advertisement in local and state newspapers, Council invited tenders for the work under Contract No. 21/22-10, Construction of Rockies Pedestrian Bridge Euroa between 23/09/2021 and 20/10/2021.

At tender closing on 20 October 2021, five (5) tenders were received, with one(1) deemed non-conforming. These tenders have been assessed and evaluated by tender evaluation panel made up of council officers. Having given consideration to the results of the evaluation, it is recommended that Council awards the lump sum contract to Struktis Steel (Lavington) for a total amount of \$ 509,680.00 + GST.

RECOMMENDATION

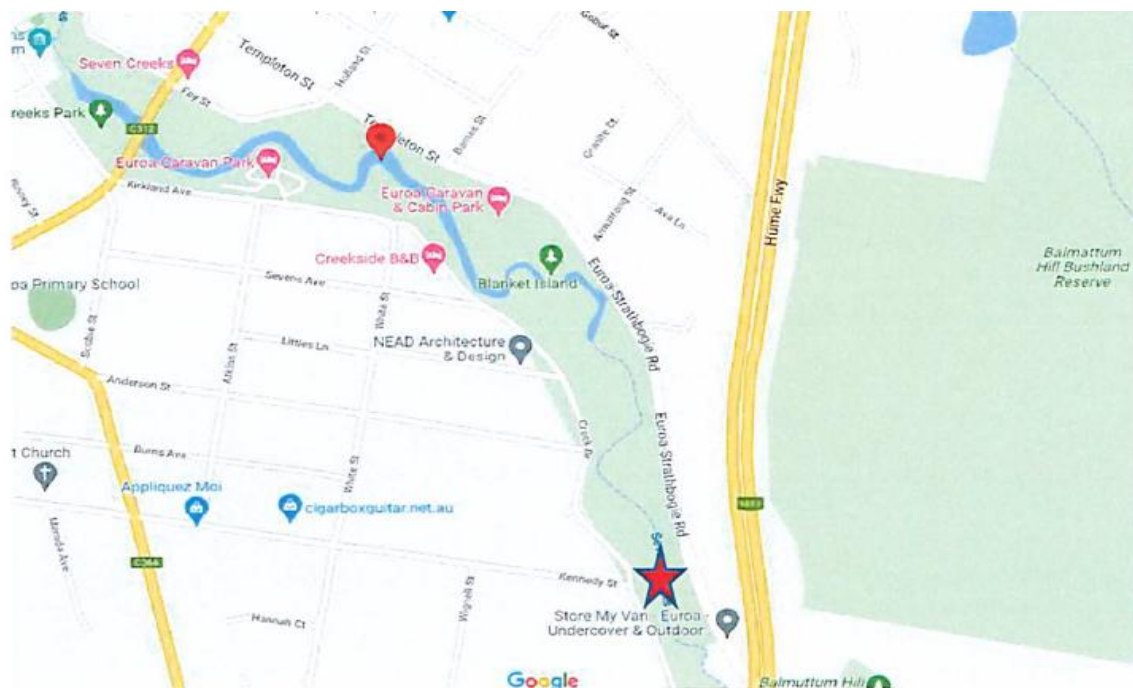
That Council:

- 1. Receives and notes the outcome of the tender assessment process for Contract No 21/22-10 Construction of Rockies Pedestrian Bridge Euroa – Lump Sum as set out in the confidential appendices attached to this report;***
- 2. Awards the tender for Contract No 21/22-10 Construction of Rockies Pedestrian Bridge Euroa – Lump Sum to Struktis Steel based in Lavington for a total amount of \$ 509,680.00 + GST;***
- 3. Authorises officers to advise the unsuccessful tenderers;***
- 4. Authorises the Chief Executive Officer or delegate to execute the Contract by signing and affixing with the Common Seal of Strathbogie Shire Council; and***
- 5. Notes that construction will commence mid December 2021 with an anticipated completion by April 2022.***

9.3.2 Tender for Contract No. 21/22-10: Construction of Rockies Pedestrian Bridge Euroa (cont.)

PURPOSE AND BACKGROUND

This report seeks Council approval of the recommendations on Tender Evaluation exercise on Contract No 21/22-10 Construction of Rockies Pedestrian Bridge Euroa, and to award the contract to the recommended tenderer as provided in this report.



TENDER PROCESS

The public tender was released on <https://www.eprocure.com.au/strathbogrie/> website on the 23 September 2021. The tender was advertised in Saturday's The Age newspaper (state-wide reach), and Shepparton News in the week following release. The public tender was open for submissions for 28 days in total. By the close of tenders at 4.00pm on 20 October 2021, five (5) tender submissions had been received.

All tender submissions were assessed for their compliance including the contractual terms and conditions and the requirements of the response schedules. Four of the five tender submissions were deemed conforming. The non-conforming tender was not assessed.

9.3.2 Tender for Contract No. 21/22-10: Construction of Rockies Pedestrian Bridge Euroa (cont.)

Table 1 below lists the tenders that were received at the close of the advertised tender period.

Table 1: Tender Submissions Received

Tender Submissions Received at the close of Tender Period (in Alphabetical Order)
Brunton Engineering
Gradian Projects
Miepol Pty Ltd
Struktis Steel
Waratah Constructions

Table 2 below lists the tender offer (excluding GST) at the close of the advertised tender period.

Table 2: Tender Offers Received (excl GST)

Tender Offers Received at Close of Tender Period (excl GST) in lowest to highest order
\$509,680.00
\$651,715.00
\$734,935.60
\$954,910.00
\$1,369,840.00

Panel Assessment Process

In accordance with Council's Procurement Policy, the evaluation panel and evaluation criteria weightings were determined prior to release of the Tender documentation. The evaluation panel members were nominated prior to release of the tender submissions for evaluation. The panel signed 'Conflict of Interest' statements prior to the evaluation panel viewing the submitted tenders.

The Tender Evaluation Panel members were made up of the following Strathbogie Shire Council staff members:

1. Project Officer, Project Delivery
2. Project Officer, Project Delivery
3. Technical Officer, Asset Planning
4. Procurement & Tender Officer, Finance (moderating).

The principle that underlies the awarding of all Council contracts is that a contract is awarded on the basis of providing the overall Best Value, offering the most benefit to the community and the greatest advantage to Council.

9.3.2 Tender for Contract No. 21/22-10: Construction of Rockies Pedestrian Bridge Euroa (cont.)

The tenders were assessed and evaluated against the following criteria and weightings:

- Tendered Price (60%)
This criterion measures the price only – either lump sum or unit rates – submitted by the tenderer. In accordance with Council's Procurement Guidelines, a price weighting of 60% is applied, unless a Council exemption is sought.
All submissions were given a weighted score for their submitted price based on a comparative assessment of pricing for all tenders. The comparative assessment awards the highest evaluation score (60%) to the lowest priced tender submission. The subsequent tender submissions received reduced evaluation scores based on the percentage difference between them and the lowest priced tender.
- Capability – Experience, Personnel CVs, Methodology and Project Plan (20%)
Due to the high level of technical skills required to provide this service, a weighting of 20% was allocated to this criterium.
- Capacity – resources, plants and equipments, financial (5%)
As the Work requires timely completion and elimination/mitigation of work related risks, this criterium is considered important and therefore allocated a weighting of 5%. This is also standard for most contracts.
- Business and Management Requirements – OHS, EMS, Insurance, Quality, Risk, Management Schedules, HR, QMS, ISO (5%)
Quality Management Systems, Policies, Relevant Certifications and Insurance are likewise considered vital and therefore included with an allocated weighting of 5%.
- Local Content, Strathbogie Shire Regional Benefit, Social Procurement (10%)
In accordance with Procurement Guidelines and being consistent with value for money principles, where different products are of comparable price, quality and equivalent value can be sourced either locally or regionally, preference will be given to local suppliers. A weighting of 10% was allocated to this tender.

TABLE 3: *Evaluation Criteria*

Criteria	Weighting (%)
Price	60
Business and Management Requirements – OHS, EMS, Insurance, Quality, Risk, Management Schedules, HR, QMS, ISO	5
Capacity – resources, plants and equipments, financial	5
Capability, Experience, Personnel CVs, Methodology, Traffic Management Plan (15%)	20
Local Content, Strathbogie Shire Regional Benefit, Social Procurement	10
Total	100

9.3.2 Tender for Contract No. 21/22-10: Construction of Rockies Pedestrian Bridge Euroa (cont.)

ISSUES, OPTIONS AND DISCUSSION

Evaluation Moderation Process

The purpose of the moderation meeting is to discuss and moderate scoring discrepancies larger than three points and to raise any concerns and/or queries that may need to be put to the tenderers prior to recommending the preferred Tenderer.

The Tender Evaluation Panel individually reviewed all tender submissions in detail and assessed tenderers submitted schedules and attachments against the evaluation criteria. The Moderator (Procurement & Tender Officer) averaged the scores and highlighted scoring discrepancies larger than three (3) points. On Tuesday 26 October 2021, the Panel members and the Moderator met for the tender moderation meeting.

Panel Assessment Summary

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

At the completion of the tender evaluation process, Struktis Steel attained the top ranking with a total score of 79.59%.

Struktis Steel tendered price is the lowest among all and received highest score of 60% on pricing. In qualitative criteria, Struktis Steel earned a lowest score of 19.59% out of 40%. However, their pricing score of 60% was excellent compared to the second lowest tenderer and, as a result, moved their overall score to the top position scoring 79.59%.

The Tender Evaluation Panel was therefore satisfied that their tender represents the best value outcome for Council. This company is based in Lavington within the City of Albury NSW. Struktis Steel are currently engaged by other councils for works similar to what is required under this contract.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

Community consultation has been carried out regarding the construction of pedestrian footbridge at The Rockies and project was overwhelmingly supported by the community. On 20 March 2021, Council took the Rockies Footbridge designs to the Euroa Share Strathbogie engagement session and sought our community's feedback on the proposed concepts.

The construction of pedestrian footbridge will provide safer and better access for all of its users including all pedestrians and cyclists.

9.3.2 Tender for Contract No. 21/22-10: Construction of Rockies Pedestrian Bridge Euroa (cont.)

Risk Management

The Tender Evaluation Panel considers early commencement of Work as vital to its successful delivery, to ensure work is completed before the unfavourable winter weather. The Panel therefore advise timely award and signing of Contract Agreement with the appointed contractor.

POLICY CONSIDERATIONS

Council Plans and Policies

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

This report is consistent with the Strathbogie Shire Council Procurement Policy.

The *Council Plan 2015-25* is relevant with the following strategic focus area 2:

Live. Access. Connect

Our Community's goals

- We all have access to important services

Our Strategies to achieve these goals

- We have strategies and long-term capital budgets in place to ensure we work towards all our facilities and buildings being accessible by people of all abilities.

Asset Management Policy

- Asset renewal – is the upgrading or replacement of an existing Asset, or a component, that restores the service capability of the Asset to its original functional condition and performance.

Asset Management Strategy

- Ensure the Shires infrastructure enhances efficiency for people and freight movement, service delivery and community amenities.

Regional, State and National Plans and Policies

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

There are no regional, state and national plans or policies relevant to the report.

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

The recommendation has no legal or statutory implications which require the consideration of Council.

9.3.2 Tender for Contract No. 21/22-10: Construction of Rockies Pedestrian Bridge Euroa (cont.)

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

It is considered by the author of this report that all steps have been taken in line with Council's Procurement Policy which ensures transparency in the process.

Decisions made by Council will be: -

- undertaken in accordance with the Act and the Governance Rules;
- will be conducted in an open and transparent forum with information available via Council reports,

Council meetings will be open to the community or can be viewed on the livestream (and available as a recording) unless closed for reasons permitted by s.66(2) of the Act.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

From this year's total allocated budget, the project design has been completed. The remaining budget for this project following design expenditure is \$534,000. The recommended tender price is \$509,680 which is within budget.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

Once construction completed, it will provide access to the walking track in a safe manner. The nature of the structure will allow access across the creek in medium to high flood events.

Social

Construction of new bridge will allow for safer and better access for track users, pedestrians and cyclists.

Environmental

The Contractor is required to follow the approved Cultural Heritage Management Plan documentation and implement it together with the Environmental Management Plan.

9.3.2 Tender for Contract No. 21/22-10: Construction of Rockies Pedestrian Bridge Euroa (cont.)

Climate change

As mentioned above the works will be undertaken in accordance with the environmental Management Plan.

HUMAN RIGHTS CONSIDERATIONS

Victorian Charter of Human Rights and Responsibilities Act 2006

This recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

CONCLUSION

Council invited tenders for Contract No. 21/22-10 Construction of Rockies Pedestrian Bridge Euroa. The submitted tenders were sought and evaluated strictly in accordance with the Council's Procurement Policy and against the provided brief and specifications. It is proposed that Council endorses the recommended contract for the 21/22-10 Construction of Rockies Pedestrian Bridge Euroa to Struktis Steel.

APPENDICES

Appendix 2: Tender Evaluation for Contract No 21/22-10: Construction of Rockies Pedestrian Bridge Euroa – CONFIDENTIAL

9.3.3 Tender for Contract No. 21/22-17: 2021-22 Pavement Rehabilitation Program

Author: Project Officer Project Delivery

Responsible Director: Director Community & Planning

EXECUTIVE SUMMARY

As part of the Strathbogie Shire Council's approved budget, selected municipal roads require pavement rehabilitation to improve safety, increase life of the roads, to lower ongoing maintenance costs and decrease frequency of maintenance activities. To implement the pavement rehabilitation program, tender documentation was prepared for public advertisement.

Under this contract for 2021/22, it is planned to carry out pavement rehabilitation works on approximately nine sections of the council roads which were prioritised based on the road conditions assessment carried out as follows:

- High Street Service Road Violet Town, Rehabilitation of sealed pavement
- Nagambie – Locksley Road Nagambie, Rehabilitation of sealed pavement
- Alexandersons Road Locksley, Upgrade and Sealing Gravel Road
- Creek Drive Euroa, Upgrade and Sealing Gravel Road
- Tabilk – Monea Road Tabilk, Upgrade and Sealing Gravel Road
- Gillespi, Cuthbert & Morgan Street Tabilk, Upgrade and Sealing Gravel Road
- Ewings Road Avenel – Existing Shoulder Pavement Widening & Double Seal

The pavement rehabilitation program also includes line marking, drainage works and spray sealing.

Through public advertisement in local and state newspapers, Council invited tenders for the work under Contract No. 21/22-17, Pavement Rehabilitation Program between 27/08/2021 and 22/09/2021. Four contractors submitted tenders for the work. These tenders have been assessed and evaluated by Council Officers and a summary of results is shown in the tables 1 and 2 below. Having given consideration to the results of the evaluation, it is hereby recommended that Council awards the lump sum contract to Bitu-mill (Civil) Pty Ltd for a total amount of \$591,000.00 + GST.

RECOMMENDATION

That Council:

1. ***Receives and notes the outcome of the tender assessment process for Contract No 21/22-17 Pavement Rehabilitation Program – Lump Sum;***
2. ***Awards the tender for Contract No 21/22-17 Pavement Rehabilitation Program – Lump Sum to Bitu-mill (Civil) Pty Ltd based in Campbellfield for a total amount of \$591,000.00 + GST;***
1. ***Authorises officers to advise the unsuccessful tenderers;***

9.3.3 Tender for Contract No. 21/22-17: 2021-22 Pavement Rehabilitation Program (cont.)

2. ***Authorises the Chief Executive Officer or delegate to execute the Contract by signing and affixing with the Common Seal of Strathbogrie Shire Council; and***
3. ***Notes that construction will commence early December 2021 with an anticipated completion by February 2022.***

PURPOSE AND BACKGROUND

This report seeks Council approval of the recommendations on Tender Evaluation process for Contract No 21/22-17 Pavement Rehabilitation Program, and to award the contract to the highest scoring tenderer as detailed in this report.

TENDER PROCESS

The public tender was released on <https://www.eprocure.com.au/strathbogrie/> website on the 27 August 2021. The tender was advertised in Saturday's The Age newspaper (state-wide reach), and Shepparton News in the week following release. The public tender was open for submissions for 27 days in total. By the close of tenders at 4.00pm on 22 September 2021, four (4) tender submissions had been received.

All tender submissions were assessed for their compliance including the contractual terms and conditions and the requirements of the response schedules, and all tender submissions were deemed conforming.

Table 1 below lists the tenders that were received at the close of the advertised tender period.

Table 1: Tender Submissions Received

Tender Submissions Received at the close of Tender Period (in Alphabetical Order)
Bitu-mill (Civil) Pty Ltd
CountryWide Asphalt and Civil
GW & BR Crameri Pty Ltd
MACA Civil Pty Ltd

Table 2 below lists the tender offer (excluding GST) at the close of the advertised tender period.

Table 2: Tender Offers Received (excl GST)

Tender Offers Received at Close of Tender Period (excl GST) in lowest to highest order
\$587,584.21
\$591,000.00
\$605,548.00
\$968,433.77

9.3.3 Tender for Contract No. 21/22-17: 2021-22 Pavement Rehabilitation Program (cont.)

Panel Assessment Process

In accordance with Council's Procurement Policy, the evaluation panel and evaluation criteria weightings were determined prior to release of the Tender documentation. The evaluation panel members were nominated prior to release of the tender submissions for evaluation. The panel signed 'Conflict of Interest' statements prior to the evaluation panel viewing the submitted tenders.

The Tender Evaluation Panel members were made up of the following Strathbogie Shire Council staff members:

1. Senior Project Officer, Project Delivery
2. Project Officer, Project Delivery
3. Manager, Asset Planning

The principle that underlies the awarding of all Council contracts is that a contract is awarded on the basis of providing the overall Best Value, offering the most benefit to the community and the greatest advantage to Council.

Strathbogie Shire Council mandates 60% weighting on submitted tender pricing, ensuring that pricing is prioritised in the tender evaluation decision. A tenderer must provide good qualitative submissions to be successful.

The tenders were assessed and evaluated against the following criteria and weightings:

- Tendered Price (60%)

This criterion measures the price only – either lump sum or unit rates – submitted by the tenderer. In accordance with Council's Procurement Guidelines, a price weighting of 60% is applied, unless a Council exemption is sought.

All submissions were given a weighted score for their submitted price based on a comparative assessment of pricing for all tenders. The comparative assessment awards the highest evaluation score (60%) to the lowest priced tender submission. The subsequent tender submissions received reduced evaluation scores based on the percentage difference between them and the lowest priced tender.

- Capability, Experience, Personnel CVs, Methodology, Traffic Management Plan (15%)

Due to the high level of technical skills required to provide this service, a weighting of 15% was allocated to this criterion.

- Capacity – resources, plants and equipments, financial (10%)

As the Work requires timely completion and elimination/mitigation of work related risks, this criterion is considered important and therefore allocated a weighting of 10%.

9.3.3 Tender for Contract No. 21/22-17: 2021-22 Pavement Rehabilitation Program (cont.)

- Business and Management Requirements – OHS, EMS, Insurance, Quality, Risk, Management Schedules, HR, QMS, ISO (5%)
Quality Management Systems, Policies, Relevant Certifications and Insurance are likewise considered vital and therefore included with an allocated weighting of 5%.
- Local Content, Strathbogie Shire Regional Benefit, Social Procurement (10%)
In accordance with Procurement Guidelines and being consistent with value for money principles, where different products are of comparable price, quality and equivalent value can be sourced either locally or regionally, preference will be given to local suppliers. A weighting of 10% was allocated to this tender.

TABLE 3: Evaluation Criteria

Criteria	Weighting (%)
Price	60
Business and Management Requirements – OHS, EMS, Insurance, Quality, Risk, Management Schedules, HR, QMS, ISO	5
Capacity – resources, plants and equipments, financial	10
Capability, Experience, Personnel CVs, Methodology, Traffic Management Plan (15%)	15
Local Content, Strathbogie Shire Regional Benefit, Social Procurement	10
Total	100

ISSUES, OPTIONS AND DISCUSSION

Evaluation Moderation Process

The purpose of the moderation meeting is to discuss and moderate scoring discrepancies larger than three points and to raise any concerns and/or queries that may need to be put to the tenderers prior to recommending the preferred Tenderer.

The Tender Evaluation Panel individually reviewed all tender submissions in detail and assessed tenderers submitted schedules and attachments against the evaluation criteria. The Moderator (Procurement & Tender Officer) averaged the scores and highlighted scoring discrepancies larger than three (3) points. On Thursday 7 October 2021 the Panel members and the Moderator met for the tender moderation meeting.

Panel Assessment Summary

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

9.3.3 Tender for Contract No. 21/22-17: 2021-22 Pavement Rehabilitation Program (cont.)

At the completion of the tender evaluation process, Bitu-mill (Civil) Pty Ltd attained the top ranking with a total score of 90.23%.

Bitu-mill's tendered price, although second lowest was only marginally higher than the lowest tendered price, thereby giving them the second highest score available on pricing of 59.65%. However, Bitu-mill performed well in qualitative tender, earning a score of 30.58% out of 40% and thus emerging with the overall highest evaluation score of 90.23%. The Tender Evaluation Panel was therefore satisfied that their tender represents the best value outcome for Council.

The company is based in Campbellfield, Victoria. They have 19 years of experience in roadworks and general civil construction, and have undertaken similar works for Strathbogie Shire Council in the past. They have demonstrated their capability and capacity in their tender submission to complete works as specified in the tender documents.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

The matter under consideration did not warrant a community consultation process at this time.

Risk Management

The Tender Evaluation Panel considers early commencement of Work as vital to its successful delivery, to ensure work is completed before the unfavourable winter weather. The Panel therefore advise timely award and signing of Contract Agreement with the appointed contractor.

POLICY CONSIDERATIONS

Council Plans and Policies

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

This report is consistent with the Strathbogie Shire Council Procurement Policy.

The *Council Plan 2015-25* is relevant with the following strategic focus area 2:

Live. Access. Connect

Our Community's goals

- We all have access to important services

Our Strategies to achieve these goals

- We have strategies and long-term capital budgets in place to ensure we work towards all our facilities and buildings being accessible by people of all abilities.

9.3.3 Tender for Contract No. 21/22-17: 2021-22 Pavement Rehabilitation Program (cont.)

Asset Management Policy

- Asset renewal – is the upgrading or replacement of an existing Asset, or a component, that restores the service capability of the Asset to its original functional condition and performance.

Asset Management Strategy

- Ensure the Shires infrastructure enhances efficiency for people and freight movement, service delivery and community amenities.

Regional, State and National Plans and Policies

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

There are no regional, state and national plans or policies relevant to the report.

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

The recommendation has no legal or statutory implications which require the consideration of Council.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

It is considered that this report meets Council's Procurement Policy which ensures transparency in the process.

Decisions made by Council will be: -

- undertaken in accordance with the Act and the Governance Rules;
- will be conducted in an open and transparent forum with information available via Council reports,

Council meetings will be open to the community or can be viewed on the livestream (and available as a recording) unless closed for reasons permitted by s.66(2) of the Act.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

9.3.3 Tender for Contract No. 21/22-17: 2021-22 Pavement Rehabilitation Program (cont.)

The budget allocation for 2021-2022 pavement rehabilitation program is \$ 615,000. Within the capital budget there is also an approved budget of \$400,000 for the shoulders program with a total approved budget of \$1,015,000. The pavement rehabilitation and shoulder program have been combined as one tender and recommended tender price is \$591,000. The saving for Council by combining two projects has equated to \$424,000.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

By linking producers to markets, workers to jobs, students to school, and the like, roads are vital to supporting economic outcomes for the community.

Social

The proposed works will improve safety for all road users.

Environmental

The proposed works will give consideration to mitigating any environmental impacts to wildlife and the roadside reserve.

Climate change

Climate change can have direct and indirect impacts on road infrastructure. The direct impacts are due to the effects of the environment. Rainfall changes and temperature can alter moisture balances and influence pavement deterioration and affect the aging of bitumen. The indirect impacts of climate change on roads are due to the effects on the location of population and human activity altering the demand for roads.

HUMAN RIGHTS CONSIDERATIONS

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

CONCLUSION

Council invited tenders for Contract No 21/22-17 Pavement Rehabilitation Program. The submitted tenders were sought and evaluated strictly in accordance with the Council's Procurement Policy and against the provided brief and specifications. It is proposed that Council endorses the recommended contract for the 2021-22 Pavement Rehabilitation Program to Bitu-mill (Civil) Pty Ltd.

APPENDICES:

Appendix 3: Tender Evaluation for Contact No. 21/22-17: Pavement Rehabilitation Program – CONFIDENTIAL

9.3.4 Contracts Awarded Under Delegation (as approved in Council's 2021/22 capital works budget)

Author: Manager Project Delivery

Responsible Directors: Director Community & Planning

EXECUTIVE SUMMARY

The purpose of this report is to inform Council and the community of the status of request for tenders that have been awarded under delegation and those that have been publicly advertised but are yet to be awarded as of 1 November 2021. This report specifically relates to works that form part of Council's 2021/22 capital works budget.

RECOMMENDATION

That Council note the:

- 1. Contracts awarded under delegated authority by the Chief Executive Officer; and***
- 2. Contracts awarded under delegated authority by Manager.***

PURPOSE AND BACKGROUND

In line with Council's approach to transparency and good governance, the Contracts Awarded Under Delegation report will be tabled for information purposes at each Council Meeting. The report details any contracts that have been awarded under delegated authority by the Chief Executive Officer, a Director, or a Manager within their approved financial threshold. This report specifically relates to works that form part of Council's approved 2021/22 capital works budget.

The report also details an update on the commencement time of projects that have previously been awarded by Council.

ISSUES, OPTIONS AND DISCUSSION

Any contract awarded under delegation is undertaken in line with Council's Procurement Policy. Through the *Instrument of Delegation to the Chief Executive Officer* the Council has delegated authority to the following:

- Chief Executive Officer – award a contract up to the value of \$150,000 for Goods and Services and \$200,000 for Works
- A Director – award a contract up to the value of \$50,000 for Goods and Services and \$50,00 for Works
- A Manager – award a contract up to the value of \$15,000 for Goods and Services and \$15,000 for Works.

9.3.4 Contracts Awarded Under Delegation (as approved in Council's 2021/22 capital works budget) (cont.)

Tendered Contracts Awarded Under Delegated Authority by CEO

Contract No.	RFQ
Contract Name	<i>Ewing's Road Livingstone Street Avenel Repairs</i>
Contract Details	Lump Sum Contract for the repairs to Ewing's Road & Livingstone Street Avenel
Value Excluding GST	\$45,500.00
Awarded to	James Civil Group
Scheduled Commencement	October 2021
Scheduled Completion Date	December 2021

Contract No.	Tender
Contract Name	<i>Graytown Accessible Toilet Facility</i>
Contract Details	Lump Sum Contract for the supply and installation of an accessible toilet facility
Value Excluding GST	\$82,304.00
Awarded to	Asco
Scheduled Commencement	November 2021
Scheduled Completion Date	January 2021

Contracts awarded under delegated authority by Manager

Contract No.	RFQ
Contract Name	<i>Ruffy Recreation Reserve Veranda</i>
Contract Details	Lump Sum Contract for supply and construct
Value Excluding GST	\$10,208.00
Awarded to	Gerard O'Sullivan Builders
Scheduled Commencement	November 2021
Scheduled Completion Date	December 2021

9.3.4 Contracts Awarded Under Delegation (as approved in Council's 2021/22 capital works budget) (cont.)

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

Where required, external stakeholders have been engaged providing input on relevant projects.

Conflict of Interest Declaration

All offices, and/or contracts involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

This report demonstrates that Council is being transparent by providing information to the community regarding the awarding of any capital works contract.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured. The contracts awarded under delegation are projects that have formed part of Council's adopted 2020/21 budget.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social, and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

Works awarded under delegation provide an opportunity to generate great economic benefit using local contractors and the purchasing of materials and supplies. In addition, the enhancement of infrastructure continues to make our municipality a place of destination, one where people choose to live, work and play.

Social

Each project includes several social benefits to our community. Some of these benefits include enabling improve traffic flow, infrastructure that encourages health and wellbeing activities and amenity improvements.

Environmental

The works will be undertaken in line with an approved scope of works and ensure that the site is made good upon completion of the works.

9.3.4 Contracts Awarded Under Delegation (as approved in Council's 2021/22 capital works budget) (cont.)

Climate Change

The author of this report considers that the recommendation has no significant implications on Climate Change and on the general environment.

HUMAN RIGHTS CONSIDERATIONS

This report considers that the recommendations do not limit any Human Rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

CONCLUSION

It is important that decisions and actions taken under delegation be properly documented and transparent in nature. The report details the publicly advertised contracts awarded by the Chief Executive Officer, Directors and Managers under delegated authority of the Council during the period 1 October 2021 to 1 November 2021.

9.4 CORPORATE

9.4.1 Finance Report to 30 September 2021

Responsible Director: Corporate Operations

EXECUTIVE SUMMARY

The appended September Financial Report compares year-to-date Adopted Budget to Actual September 2021.

The report contains the Operational Performance, Income Statement, Balance Sheet, Cash Flow Statement, and capital performance and other financial data in graphical format.

In relation to the current year the operating surplus for the three months period ending 30 September was \$18,204,881.

As at 30 September 2021, total capital works was \$1,130,094 not including committed works.

RECOMMENDATION

That Council note the Financial Report for the three months ended 30 September 2021.

PURPOSE AND BACKGROUND

The 2021/22 Budget was prepared in accordance with the Local Government Act 2020 and was formally adopted at an extraordinary Council Meeting held on 29th June 2021.

Council considers and notes monthly Financial Reports in accordance with the Local Government Act 2020 (Act). Under Section 97 the Act, Council must establish and maintain a budgeting and reporting framework that is consistent with the principles of sound financial management. This report satisfies those requirements.

KEY ISSUES AND DISCUSSION

Following is a summary of major income and expenditure variances. Further explanations for budget variances are provided in financial performance overview section in the attachment.

- Favourable income variance is mainly due to carry forward unspent grants for both operating (\$206k) and capital (\$445k). This is an accounting treatment under accounting standards.
- Favourable expenditure variance (\$634k) due to timing of payments to suppliers offset with unfavourable timing variance (\$395k) in employee related annual insurance payments.

9.4.1 Finance Report to 30 September 2021 (cont.)

COMMUNITY ENGAGEMENT

Council officers believe that appropriate community engagement has occurred during the annual budgeting process and the quarterly financial statements are now ready for Council consideration.

POLICY CONSIDERATIONS

This report is consistent with Council Policies, the Long Term Financial Plan and the Council Plan. The report also addresses Council's desire to review all aspects of Council's operations.

LEGAL CONSIDERATIONS

The Local Government Act 2020 allows for budget reallocations. Consideration and adoption of quarterly financial reports as per the Local Government Act 2020 ensures Council complies with its Legal and Statutory obligations.

There are no statutory or legal implications.

No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a direct or indirect interest in relation to the matter of the report.

FINANCIAL CONSIDERATIONS

The attached report, in conjunction with the detailed briefing to Council, considers all known economic and financial implications for the financial year ending 30 June 2022.

ENVIRONMENTAL/SUSTAINABILITY CONSIDERATIONS

The recommendation in this report has no significant environmental or amenity implications for Council or the broader community.

SOCIAL CONSIDERATIONS

This report has no significant unfavourable community or social implications for the Council or the broader community.

HUMAN RIGHTS CONSIDERATIONS

The recommendation contained in this report does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

CONCLUSION

The report presents Council's actual financial performance compared to the adopted budget for the three months ended 30 September 2021.

ATTACHMENTS

Attachment 1: Operational Performance

Attachment 2: Comprehensive Income Statement and Financial Performance Overview

Attachment 3: Balance Sheet

Attachment 5: Statement of Cash Flows

Attachment 6: Capital Performance and Other Financial Data

ATTACHMENT 1:

Operational Performance

Period ending: September 2021

	Income				Expenditure				Net Result	
	Adopted Budget	YTD Budget	YTD Actual	Variance %	Adopted Budget	YTD Budget	YTD Actual	Variance %	YTD Budget	YTD Actual
Corporate Operations										
Waste Mgt & Sustainable Environments	3,060,258	2,835,094	2,958,897	-4.37%	(2,845,689)	(712,431)	(567,958)	20.28%	2,122,663	2,390,939
ICT	-	-	-	0.00%	(1,171,731)	(375,622)	(278,071)	25.97%	(375,622)	(278,071)
Finance	21,854,442	18,385,557	18,230,816	0.84%	(7,896,724)	(1,940,228)	(1,675,954)	13.62%	16,445,329	16,554,862
Compliance	468,045	101,918	127,695	-25.29%	(1,293,354)	(323,754)	(262,939)	18.78%	(221,836)	(135,245)
Management Services - Corporate Operations	-	-	-	0.00%	(535,596)	(124,249)	(124,666)	-0.34%	(124,249)	(124,666)
Operations	4,406,336	490,780	435,542	11.26%	(8,678,615)	(2,128,742)	(2,068,493)	2.83%	(1,637,962)	(1,632,951)
	29,789,081	21,813,349	21,752,950	0.28%	(22,421,709)	(5,605,026)	(4,978,082)	11.19%	16,208,323	16,774,869
Corporate Leadership										
Communications & Engagement	-	-	-	0.00%	(619,642)	(144,639)	(224,986)	-55.55%	(144,639)	(224,986)
Chief Executive Officer	-	-	-	0.00%	(386,410)	(90,108)	(94,815)	-5.22%	(90,108)	(94,815)
Governance & Customer Service	2,500	624	411	34.13%	(1,047,572)	(240,961)	(233,510)	3.09%	(240,337)	(233,099)
People & Culture	50,100	12,525	57,592	-359.81%	(1,159,124)	(629,702)	(635,717)	-0.96%	(617,177)	(578,125)
	52,600	13,149	58,003	-341.12%	(3,212,748)	(1,105,410)	(1,189,028)	-7.56%	(1,092,261)	(1,131,026)
Community & Planning										
Economic Developments	-	-	-	0.00%	(370,670)	(89,799)	(82,767)	7.83%	(89,799)	(82,767)
Assets Planning	-	-	-	0.00%	(993,502)	(200,543)	(182,237)	9.13%	(200,543)	(182,237)
Management Services - Community & Planning	-	-	-	0.00%	(213,796)	(49,797)	(60,660)	-21.81%	(49,797)	(60,660)
Planning & Investment	352,000	87,999	135,871	-54.40%	(998,734)	(238,509)	(242,050)	-1.48%	(150,510)	(106,179)
Project Delivery	6,716,123	2,950,000	3,366,655	-14.12%	(557,904)	(129,585)	(135,029)	-4.20%	2,820,415	3,231,626
Tourism & Community Service	441,984	144,410	251,203	-73.95%	(1,945,594)	(385,678)	(410,250)	-6.37%	(241,268)	(159,047)
	7,510,107	3,182,409	3,753,730	-17.95%	(5,080,200)	(1,093,911)	(1,112,994)	-1.74%	2,088,498	2,640,736
Mayor & Councillors										
Council	9,400	2,349	8,576	-265.10%	(382,250)	(102,312)	(88,274)	13.72%	(99,963)	(79,698)
	9,400	2,349	8,576	-265.10%	(382,250)	(102,312)	(88,274)	13.72%	(99,963)	(79,698)
Total	37,361,188	25,011,256	25,573,258	-2.2%	(31,096,907)	(7,906,659)	(7,368,377)	6.8%	17,104,597	18,204,881

ATTACHMENT 2:

Comprehensive Income Statement For the period ended 30 September 2021

For the period ended 30 September 2021		Current year			Same time last year	
		YTD Actual \$ Sep 2021	YTD Budget \$ Sep 2021	YTD Variance \$ Sep 2021	YTD Actual \$ Sep 2020	YTD Budget \$ Sep 2020
Note						
Income						
		20,472,264	20,504,246	(31,982)	19,937,595	19,923,440
		161,436	126,747	34,689	88,254	103,802
		92,689	157,047	(64,358)	113,912	92,550
	1	1,284,240	1,078,066	206,174	1,807,968	2,709,002
	2	3,365,039	2,920,000	445,039	2,819,114	787,134
		52,200	82,050	(29,850)	77,601	49,976
	3	1,295	(147,747)	149,042	12,990	(209,751)
		144,095	90,849	53,246	100,368	111,270
Total income		25,573,258	24,811,258	762,000	24,957,800	23,567,423
Expenses						
	4	(3,024,715)	(2,629,317)	(395,398)	(2,744,444)	(2,772,513)
	5	(2,814,934)	(3,448,806)	633,872	(3,075,044)	(3,397,600)
		(1,468,979)	(1,463,196)	(5,783)	(1,469,749)	(1,454,509)
		-	(44,601)	44,601	(3,975)	(60,609)
		-	(1,251)	1,251	-	-
		(4,367)	(27,675)	23,308	(5,682)	(4,878)
		-	(4,026)	4,026	-	-
		(55,381)	(87,789)	32,408	(35,417)	(121,481)
Total expenses		(7,368,377)	(7,706,661)	338,284	(7,334,311)	(7,811,590)
Surplus/(deficit) for the period		18,204,881	17,104,597	1,100,284	17,623,489	15,755,833

Financial Performance Overview

Income

Note 1 - Increase in operating grant income is mainly due to carry forward of unearned grant income as at 30th June 2021 to 2021/22 financial year (\$305k). This partly offset by early receipt of municipal emergency management grant (\$60k) in June 2021.

Note 2 - Increase in capital grant income is mainly due to carry forward of unearned grant income as at 30th June 2021 to 2021/22 financial year. This includes Local Road & Community Infrastructure grant (\$652k) and Commonwealth grant for Nagambie Foreshore Walk (\$280k).

Note 3 - Profit on plant and equipment sales is due to less than expected disposals during first 3 months of the financial year.

Expense

Note 4 - Increase in employee cost is due payment of employee income protection insurance annual invoice (\$162k) and annual work cover payment (\$106k).

Note 5 - Decrease in materials and services is mainly due to less than expected contractor & consultancies fees (\$239k), less than expected assets maintenance expenses (\$165k) and less than expected annual maintenance software expense (\$73k) incurred during the first 3 months.

ATTACHMENT 3:**Balance Sheet****As at 30 September 2021**

	Current year		Same time last year	
	YTD Actual \$ Sep 2021	YTD Budget \$ Sep 2021	YTD Actual \$ Sep 2020	YTD Budget \$ Sep 2020
Assets				
Current assets				
Cash and cash equivalents	3,228,966	2,376,830	3,283,071	15,689,132
Trade and other receivables	18,594,257	17,942,000	17,410,151	18,242,000
Other financial assets	18,350,000	15,000,000	15,754,764	-
Inventories	42,768	5,000	11,391	5,000
Non-current assets classified as held for sale	417,384	-	690,384	-
Other assets	78,574	115,000	523,335	113,000
Total current assets	40,711,948.75	35,438,830	37,673,095	34,049,132
Non-current assets				
Other financial assets	2,032	-	2,032	651,000
Investments in associates, joint arrangements and subsidiaries	255,287	243,000	227,146	243,000
Property, infrastructure, plant and equipment	282,643,747	293,812,786	280,113,702	294,189,186
Right-of-use assets	636,453	474,000	872,531	875,000
Total non-current assets	283,537,519	294,529,786	281,215,411	295,958,186
Total assets	324,249,467	329,968,616	318,888,506	330,007,318
Liabilities				
Current liabilities				
Trade and other payables	650,769	1,225,300	1,823,390	635,300
Trust funds and deposits	2,380,091	660,000	232,936	571,000
Provisions	7,474,771	3,010,000	7,097,667	3,350,000
Interest-bearing liabilities	68,748	380,000	65,072	362,000
Total current liabilities	10,574,379	5,275,300	9,219,065	4,918,300
Non-current liabilities				
Trust funds and deposits	55,166	-	64,203	-
Provisions	1,939,754	3,000,000	1,323,979	6,196,000
Interest-bearing liabilities	191,425	282,000	282,425	-
Lease liabilities	652,420	474,000	882,450	875,000
Total non-current liabilities	2,838,765	3,756,000	2,553,056	7,071,000
Total liabilities	13,413,144	9,031,300	11,772,121	11,989,300
Net assets	310,836,324	320,937,316	307,116,385	318,018,018
Equity				
Accumulated surplus	123,496,405	123,502,316	115,876,177	112,353,018
Reserves	187,339,918	197,435,000	191,240,208	205,665,000
Total Equity	310,836,324	320,937,316	307,116,385	318,018,018

ATTACHMENT 4:

Statement of Cash Flows For the period ended 30 September 2021

	Current year		Same time last year	
	YTD Actual \$ Sep 2021	YTD Budget \$ Sep 2021	YTD Actual \$ Sep 2020	YTD Budget \$ Sep 2020
Cash flows from operating activities				
Rates and charges	5,833,116	5,196,000	5,575,166	4,985,500
Statutory fees and fines	161,436	166,000	88,254	123,500
User fees	229,070	124,000	113,912	150,500
Grants - operating	894,290	1,070,066	148,807	1,194,500
Grants - capital	-	240,000	3,395,501	1,303,500
Contributions - monetary	52,200	31,251	74,419	68,750
Interest received	4,105	35,000	-	45,000
Other receipts	16,106	80,250	160,393	61,000
Net GST refund/payment	528,226	592,250	118,786	368,250
Employee costs	(3,024,715)	(2,796,250)	(2,771,251)	(3,041,750)
Materials and services	(5,542,230)	(5,116,750)	(3,584,452)	(5,379,250)
Trust funds and deposits collected/(paid)	738,090	-	(148,539)	-
Other payments	(55,381)	(107,000)	(39,390)	(76,000)
Net cash provided by/(used in) operating activities	(165,685)	(485,183)	3,131,605	(196,500)
Cash flows from investing activities				
Payments for property, infrastructure, plant and equipment	(1,130,094)	(854,715)	(682,285)	(1,816,500)
Proceeds from sale of property, infrastructure, plant & equipment	1,295	180,000	36,805	174,500
Payments for investments - Other Financial Assets *	(1,000,000)	-	(2,050,000)	-
Net cash provided by/(used in) investing activities	(2,128,799)	(674,715)	(2,695,480)	(1,642,000)
Cash flows from financing activities				
Finance costs	(4,367)	(42,500)	(5,682)	(5,000)
Repayment of borrowings	(22,252)	(25,000)	(21,045)	(20,250)
Repayment of lease liabilities	-	(48,500)	-	-
Net cash provided by/(used in) financing activities	(26,619)	(116,000)	(26,727)	(25,250)
Net increase (decrease) in cash and cash equivalents	(2,321,103)	(1,275,898)	409,399	(1,863,750)
Cash and cash equivalents at the beginning of the period	5,550,069	3,652,728	2,873,672	17,552,882
Cash and cash equivalents at the end of the period*	3,228,966	2,376,830	3,283,071	15,689,132

*Note : Cash and cash equivalents - YTD actual excludes term deposits over 90 days. Council held total of \$18.85m in term deposits as at 30 September 2021.

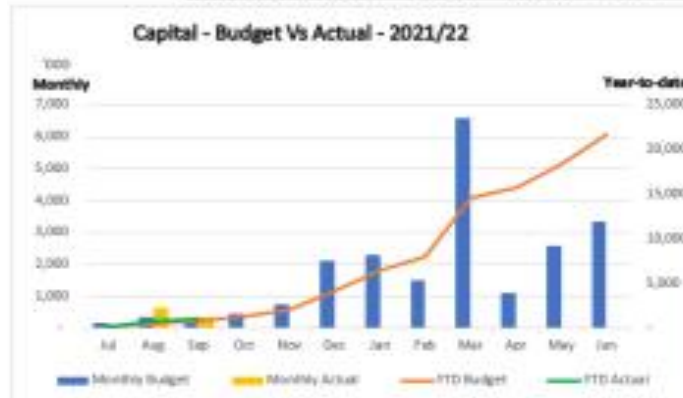
ATTACHMENT 5:

Capital Performance

	Adopted Budget	Forecast	YTD Budget	YTD Actual	YTD Completion %
Property	4,072,007	4,072,007	146,507	67,350	40%
Plant and Equipment	902,000	902,000	150,000	141,788	95%
Furniture & Equipment	350,000	350,000	90,000	96,867	108%
Infrastructure	16,246,922	16,246,922	466,208	824,811	175%
	21,570,929	21,570,929	854,715	1,130,816	132%



This graph shows YTD capital expenditure for Sep '21 with comparison to YTD budget for each category of capital expenditure.

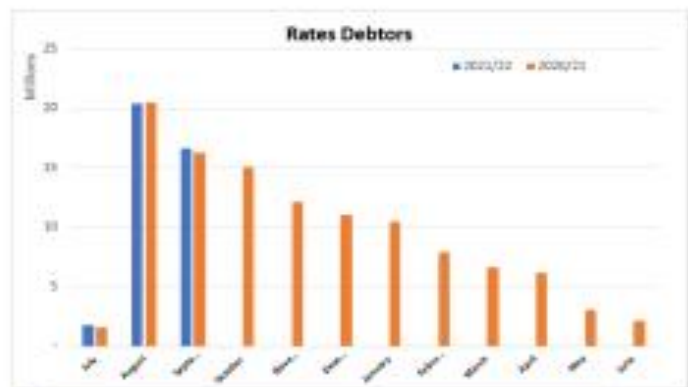


This graph shows monthly capital expenditure for this financial year with comparison to monthly budget. Orange trend line is YTD budget trend and green trend line shows YTD actual trend for the year. Narrow gap between these two lines shows a better performance and wider gap is an indication of poor capital works delivery performance.

Other Financial Data

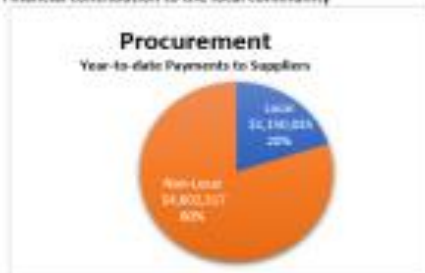
1. Rates Debtors Comparison

Month	2021/22	2020/21
July	1,765,979	1,595,168
August	20,433,033	20,504,994
September	18,890,215	16,220,916
October		15,698,353
November		12,087,462
December		10,991,756
January		10,448,857
February		7,854,561
March		6,582,173
April		6,138,617
May		3,995,788
June		3,152,044



This graph shows total rate debtors for each month comparison to last year. August has a higher value due to rates run for the full financial year.

2. Financial contribution to the local community



This is a comparison of total creditor payments for suppliers located within the shire and outside shire.

9.5 GOVERNANCE AND CUSTOMER SERVICE

9.5.1 Monthly Performance Report

The November 2021 Monthly Performance Report includes reports as follows:-

- Building Department – October 2021 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) – October 2021
- Customer Enquiry Analysis Report – Report for October 2021
- Waste Management Reporting ~ Year to Date – October 2021
- Actioning of Council Reports Resolutions – Council Meeting 19 October 2021
- Outstanding Actions of Council Resolutions to 31 October 2021
- Review of Council Policies and Adoption of new Policies – October/November 2021
- Records of Informal Council Briefings / Meetings – 1 to 31 October 2021

By reporting on a monthly basis, Council can effectively manage any risks that may arise. The Business Management System will also incorporate Council's corporate goals and objectives.

RECOMMENDATION

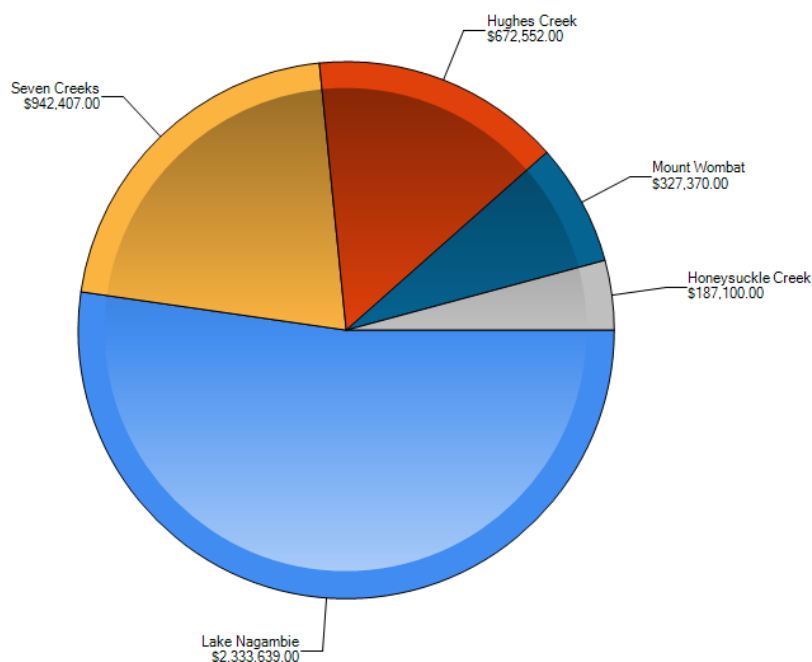
That the report be noted.

BUILDING ACTIVITY

OCTOBER 2021

A report on new building permits recorded in Council's building permit register in October 2021

Council ward	Number of lodgements	Total works value
Honeysuckle Creek	1	\$187,100
Hughes Creek	6	\$672,552
Lake Nagambie	14	\$2,333,639
Mount Wombat	6	\$327,370
Seven Creeks	5	\$942,407
	32	\$4,463,068



Honeysuckle Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
5239277863083	7/10/2021	Construction of	Dwelling	Violet Town	\$187,100.00

Hughes Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
1663123780724	12/10/2021	Construction of	Alfresco Area	Avenel	\$90,000.00
2648251843768	26/10/2021	Construction of	Dwelling & Garage	Avenel	\$246,595.00
2915139910418	8/10/2021	Construction of	Dwelling	Avenel	\$192,586.00
6456274928532	4/10/2021	Construction of	Shed	Avenel	\$26,134.00
7776713917568	7/10/2021	Construction of	Garage	Avenel	\$51,237.00
9190801591513	29/10/2021	Completion of	Dwelling	Longwood	\$66,000.00

Lake Nagambie

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
1194045872547	19/10/2021	Construction of	Shed	Nagambie	\$13,530.00
1921512551639	14/10/2021	Construction of	Shed	Moormbool West	\$20,619.00
3254937766535	1/10/2021	Construction of	Dwelling & Carport	Bailieston	\$138,700.00
3525771074602	8/10/2021	Construction of	Dwelling & Garage	Nagambie	\$315,839.00
4484207475131	30/09/2021	Construction of	Garage	Bailieston	\$40,617.00
4491341737608	11/10/2021	Construction of	Shed	Whroo	\$30,506.00
4499584140539	30/09/2021	Construction of	Dwelling & Garage	Nagambie	\$351,606.00
4905721684769	8/10/2021	Construction of	Verandah	Tabilk	\$26,882.00
4958794855073	6/10/2021	Construction of	Dwelling & Garage	Nagambie	\$329,621.00
6070972167878	18/10/2021	Construction of	Dwelling, Shed	Nagambie	\$556,000.00
6685369728305	8/10/2021	Construction of	Shed	Tabilk	\$37,950.00
7768776650813	11/10/2021	Construction of	Swimming Pool and Fence	Kirwans Bridge	\$69,880.00
9237887328435	6/10/2021	Construction of	Carport	Nagambie	\$15,730.00
9411773149250	1/10/2021	Construction of	Dwelling	Whroo	\$386,159.00

Mount Wombat

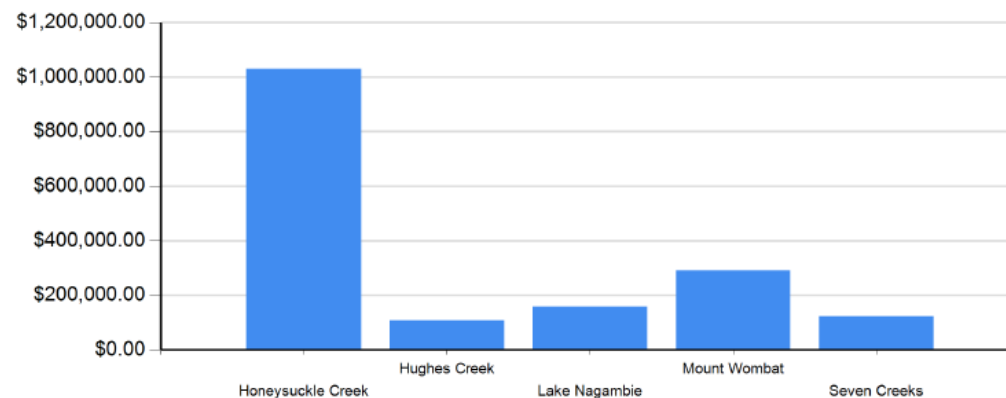
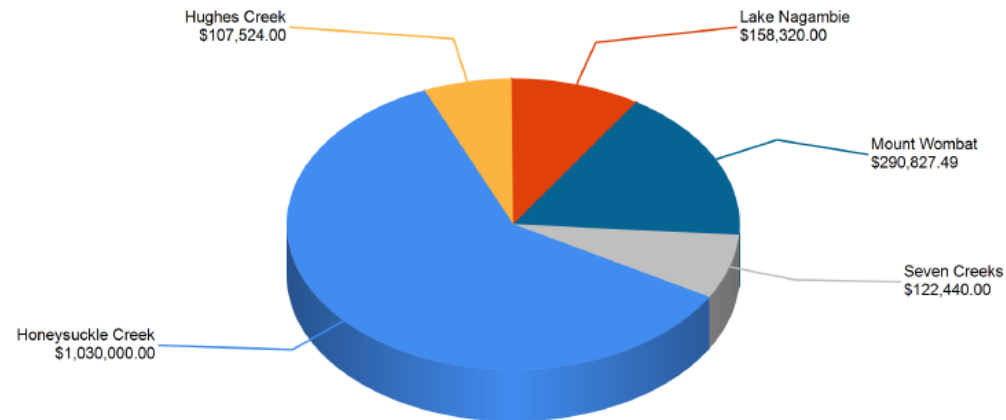
Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
2195929322855	13/10/2021	Construction of	Dwelling	Ruffy	\$30,000.00
6231516065072	19/10/2021	Alteration to	Verandah	Euroa	\$15,200.00
7152053147083	11/10/2021	Construction of	Shed	Strathbogie	\$44,490.00
7281110183810	28/06/2021	Construction of	Dwelling & Carport	Creightons Creek	\$120,000.00
7461037745759	19/07/2021	Construction of	Swimming Pool & Pergola	Strathbogie	\$80,000.00
8367028298287	7/10/2021	Construction of	Shed	Strathbogie	\$37,680.00

Seven Creeks

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
4763017615470	14/10/2021	Construction of	Dwelling	Euroa	\$391,060.00
5491340312806	27/10/2021	Construction of, Extension to	Carport, Verandah, Shed	Euroa	\$16,000.00
5517555071340	12/10/2021	Alterations & Additions to	Dwelling	Euroa	\$495,000.00
7385702645525	27/10/2021	Construction of	Garage, Verandah	Euroa	\$15,942.00
8906722961152	30/09/2021	Alteration to	Dwelling	Euroa	\$24,405.00

PLANNING APPLICATION APPROVALS – DEVELOPMENT COST (CAPITAL IMPROVED VALUE)
OCTOBER 2021

Honeysuckle Creek	\$1,030,000.00
Boho	\$30,000.00
Marraweeney	\$1,000,000.00
Hughes Creek	\$107,524.00
Longwood	\$70,524.00
Longwood	\$37,000.00
Lake Nagambie	\$158,320.00
Goulburn Weir	\$43,000.00
Kirwans Bridge	\$6,800.00
Nagambie	\$70,520.00
Tabilk	\$38,000.00
Mount Wombat	\$290,827.49
Creightons Creek	\$50,000.00
Kithbrook	\$203,147.49
Strathbogrie	\$37,680.00
Seven Creeks	\$122,440.00
Euroa	\$15,000.00
Euroa	\$40,000.00
Euroa	\$18,000.00
Euroa	\$30,000.00
Miepoll	\$19,440.00
Total Value	\$1,709,111.49



CUSTOMER ENQUIRY ANALYSIS REPORT - REPORT FOR OCTOBER 2021



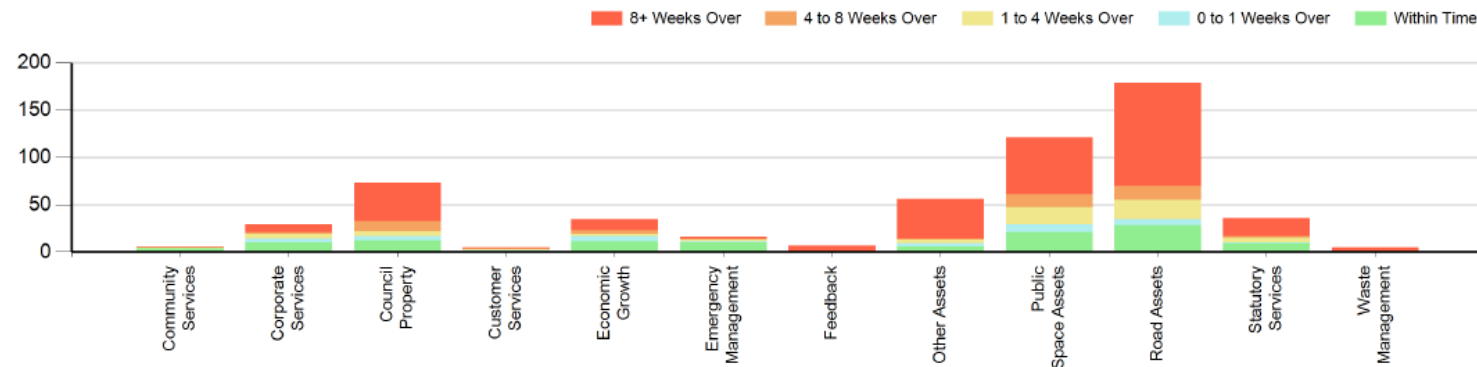
Request Throughput Analysis

01/10/2021 to 31/10/2021

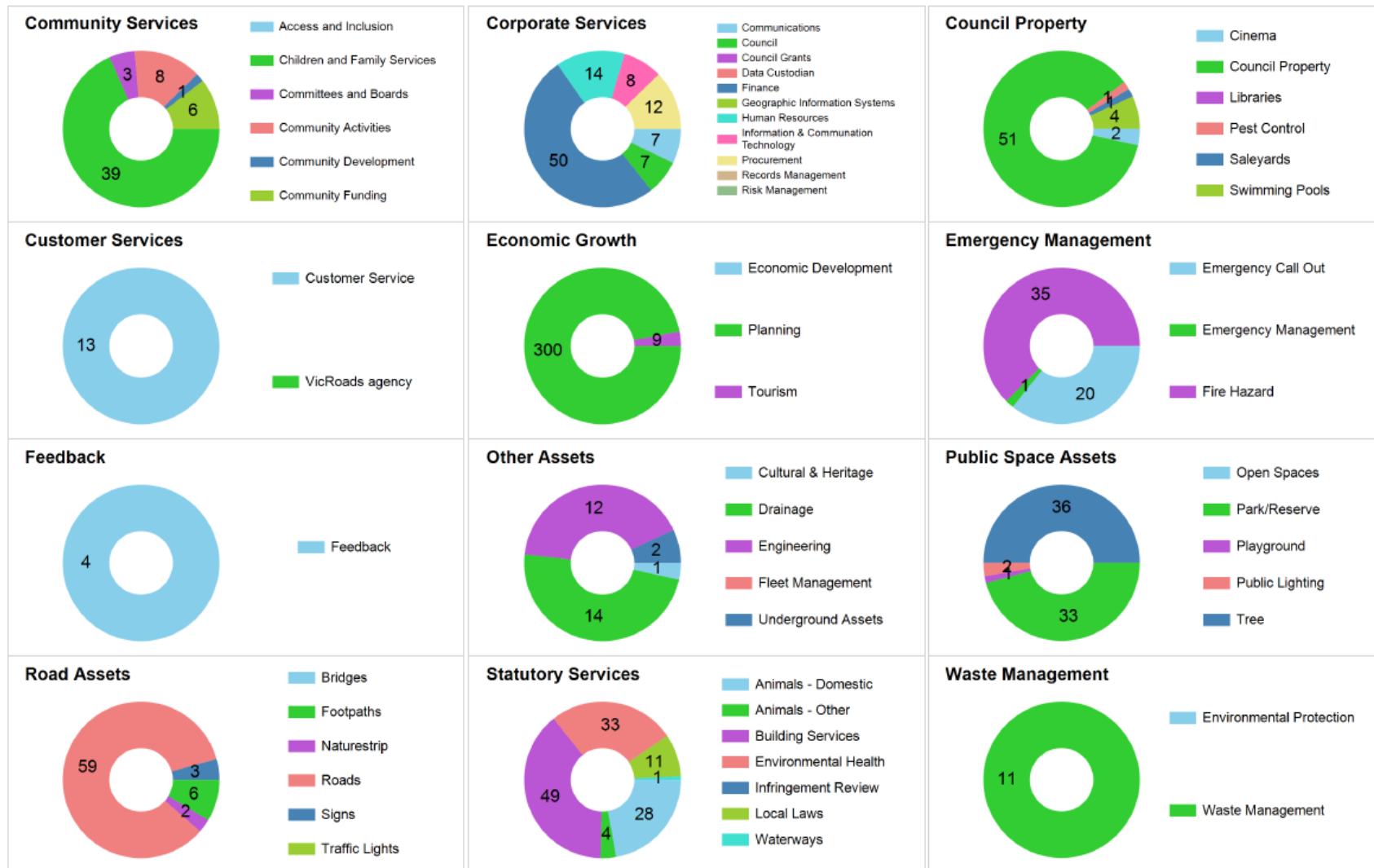
C	Complete / New		> 80%		50-80%		< 50%
O	Overdue / Remaining		< 33%		34-70%		> 70%

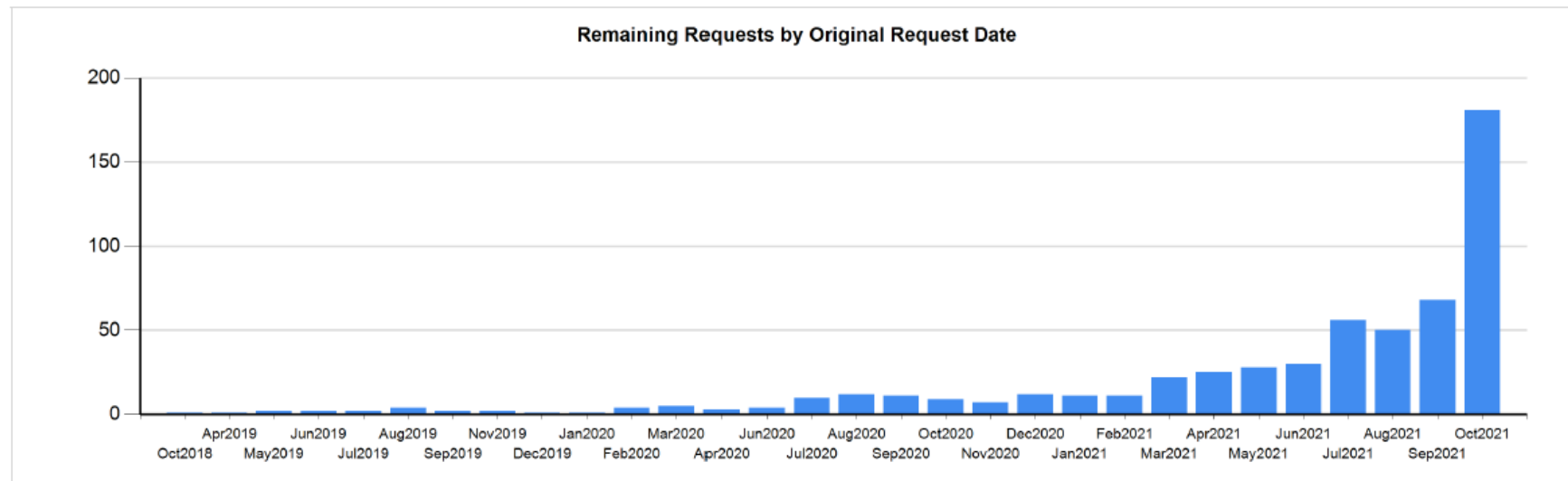
Service Area	Existing Requests	New Requests	Completed Requests	Remaining Requests	C N	Within Time	Over Time	O R	Pending Resources	Service Area Usage
Community Services	8	57	59	6		4	2		0	
Corporate Services	20	98	89	29		10	19		0	
Council Property	71	59	56	73		12	61		1	
Customer Services	4	13	12	5		0	5		0	
Economic Growth	37	309	311	35		11	24		0	
Emergency Management	4	56	44	16		10	6		0	
Feedback	9	4	6	7		0	7		0	
Other Assets	59	29	32	56		6	50		0	
Public Space Assets	106	72	49	121		21	100		8	
Road Assets	180	70	71	179		28	151		0	
Statutory Services	49	126	139	36		9	27		0	
Waste Management	5	11	11	5		0	5		0	
Total	552	904	879	568		111	457		9	

Request Ageing



Service Usage





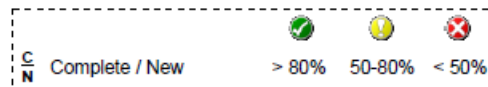
		Community Services	Corporate Services	Council Property	Customer Services	Economic Growth	Emergency Management	Feedback	Other Assets	Public Space Assets	Road Assets	Statutory Services	Waste Management
2018	October										1		
2019	April									1			
	May									1	1		
	June									1	1		
	July									2			
	August									1	3		
	September									2			
	November									2			
	December									1			
2020	January									1			
	February									1	2		1
	March			1						1	3		
	April										2	1	
	June							1		2		1	
	July			2						4	3	1	

2020	August			1		2			1	4	3		1
	September			2						3	6		
	October		1			2				1	5		
	November			3						2	2		
	December			2						6	3	1	
2021	January		3	3		1				2		1	1
	February			1						5	4	1	
	March	1		5		2			4	3	6	1	
	April		1	1	1				5	2	14	1	
	May			3			2	1	5	3	11	3	
	June			4		1		1	10	4	8	2	
	July		1	7		3		2	14	5	20	3	1
	August		2	10		2		1	3	10	17	4	1
	September		2	10	1	5	1		3	20	23	3	
	October	5	19	19	3	17	13	1	11	39	41	13	
Total		6	29	74	5	35	16	7	56	129	179	36	5

Definitions

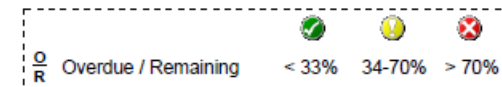
Service Area	Grouping of services by area of responsibility
Existing	Requests open prior to reporting period
New	Requests made during reporting period
Within Time	Remaining Requests where defined deadline is after reporting period
Pending Resources	Requests where additional resources are required to continue. This includes labour, materials, and financial resources.

Complete New An indicator showing the ratio of Completed requests and New requests. Designed to represent how well we are keeping up with the demand for a service.

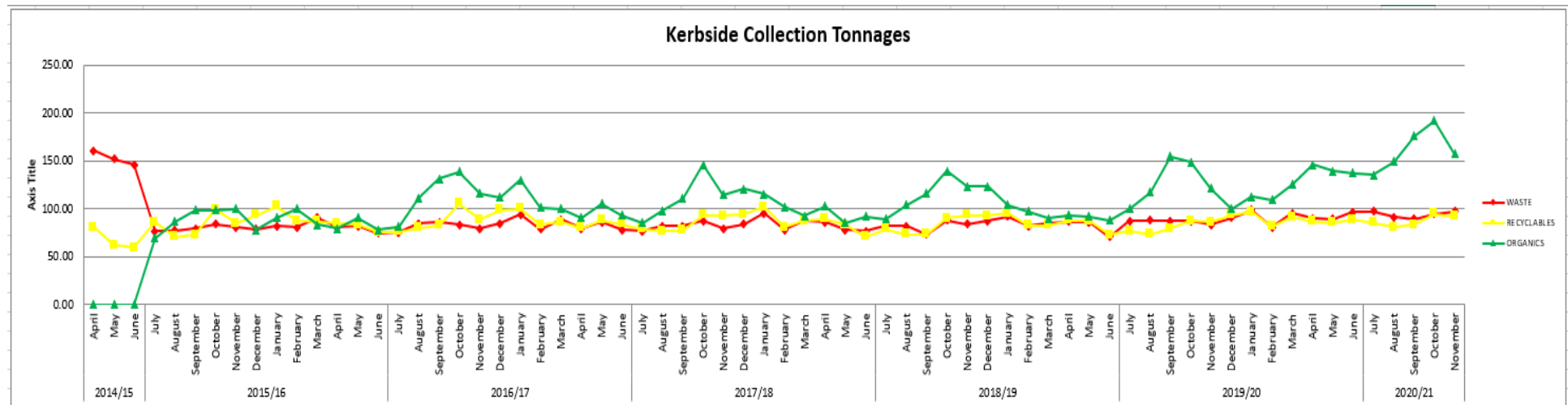


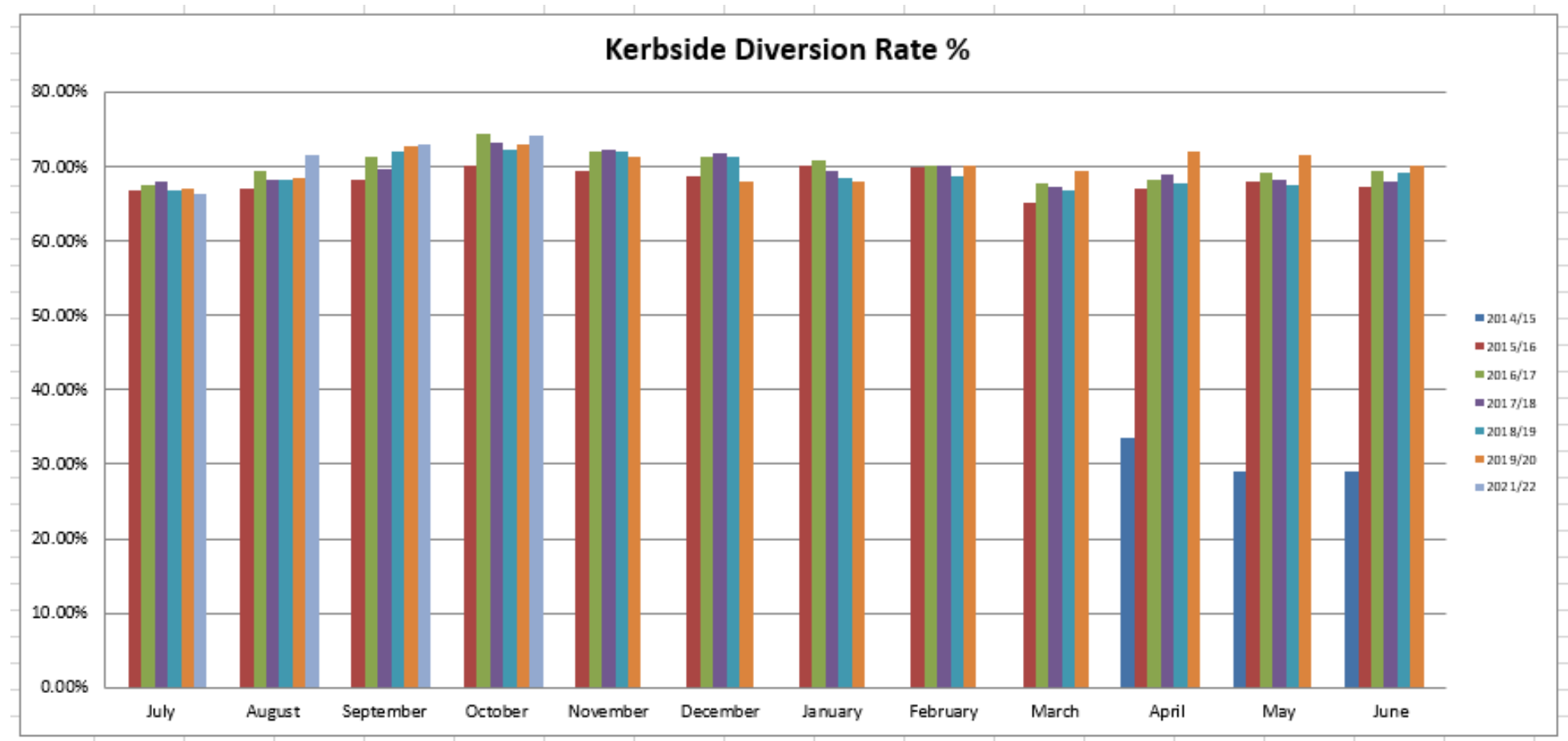
Service	Activities that provide value to the customer
Remaining	Requests incomplete at end of reporting period
Completed	Requests completed during reporting period
Over Time	Remaining Requests where defined deadline is before the end of the reporting period

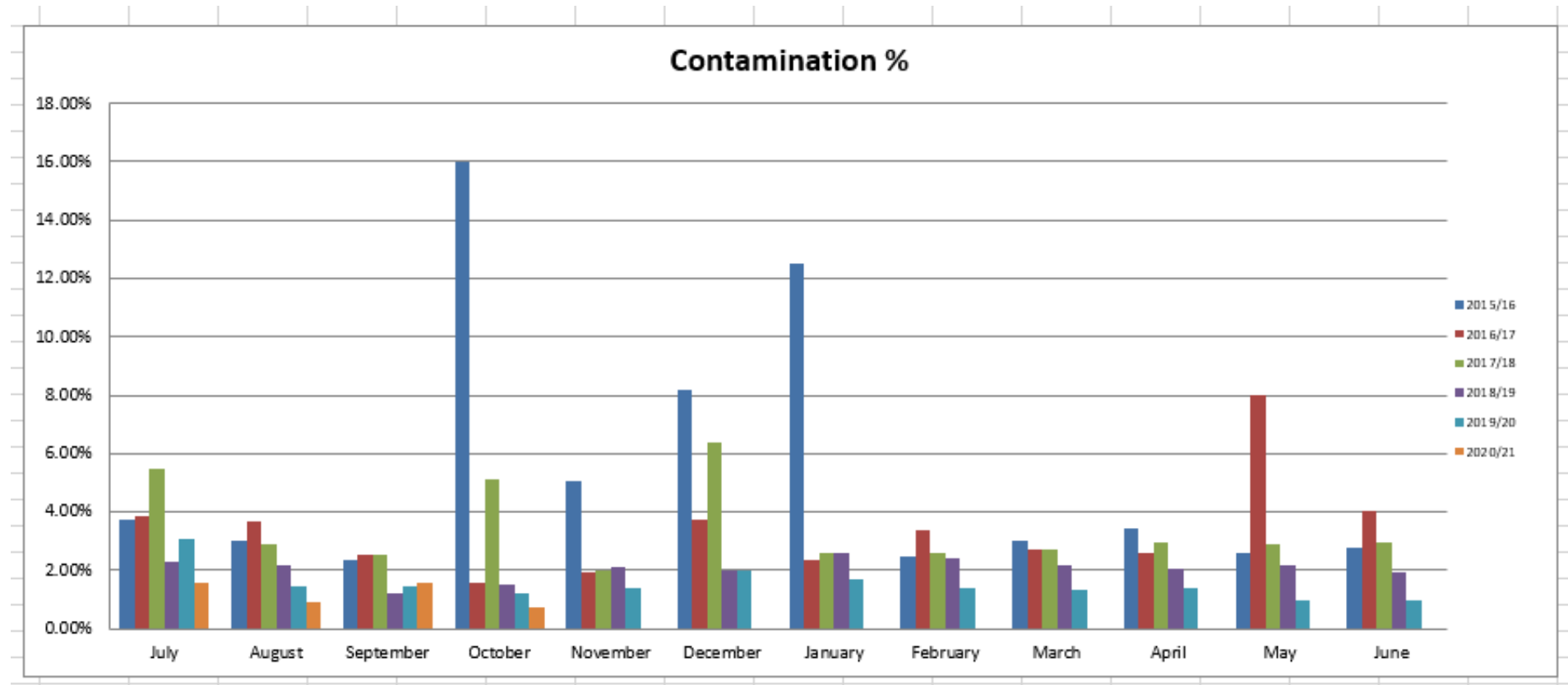
Overdue Remaining An indicator showing the ratio of Overdue requests and Remaining requests. Designed to represent how well we are keeping to the defined deadlines.



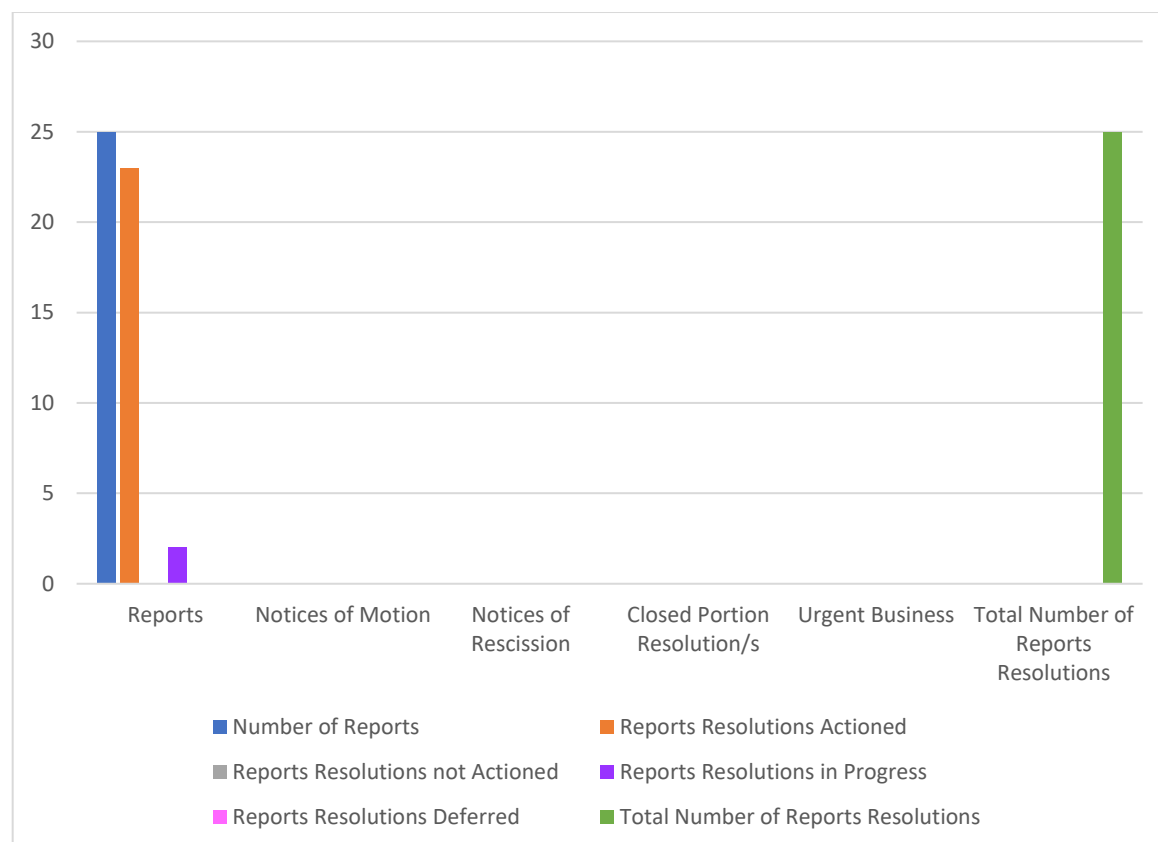
WASTE MANAGEMENT REPORTING YEAR TO DATE - OCTOBER 2021







ACTIONING OF COUNCIL REPORTS RESOLUTIONS
COUNCIL MEETING – 19 OCTOBER 2021



OUTSTANDING ACTIONS OF COUNCIL RESOLUTIONS TO 31 OCTOBER 2021

This Report is to advise the Executive Management Team, Councillors and the community of the status of previous Council resolutions which are in progress but are yet to be finalised.

Council Meeting Date	Item No.	Description
16 March 2021	9.15	Reduction in Load Limit for Kirwans Bridge <i>Recommendation 5 -</i> <u><i>Officer Update:</i></u> <i>Quotes being sought for installation of a camera system.</i>
20 April 2021	10.1	Notice of Motion - Climate Emergency Declaration <u><i>Officer Update:</i></u> <i>The online forum for Developing a Climate Change Action Plan is now live on Share Strathbogie. We have also begun a social media campaign to promote interest and hear views. Once this consultation has been completed, a draft Climate Change Action Plan will be developed and presented to Council.</i>

REVIEW OF EXISTING COUNCIL POLICIES AND ADOPTION OF NEW POLICIES

Review of Policy / New Policy	Policy Name	Details
Nil		

RECORDS OF INFORMAL COUNCIL BRIEFINGS / MEETINGS

For period 1 to 31 October 2021

Record in accordance with Council's Public Transparency Policy 2020

Note: Details of matters discussed at the meeting that have been designated confidential under Rule 103 of the Governance Rules and sections 3 and 125 of the LG Act 2020 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting

Name of Meeting: Informal Council Briefings / Meetings

Date of Meeting: Tuesday 5 October 2021

Time: 12.00 p.m. – 3.00 p.m.

Attendees:

Councillors

Chris Raeburn

David Andrews

Laura Binks

Reg Dickinson

Sally Hayes-Burke

Kristy Hourigan

Paul Murray

Municipal Monitor

Janet Dore

Officers

Julie Salomon (Chief Executive Officer)

David Roff (Director, Corporate Operations)

Amanda Tingay (Director, Community and Planning)

Dawn Bray (Executive Manager, Governance and Customer Service)

Kristin Favaloro (Executive Manager, Communications and Engagement)

Apologies

Nil

1. Councillors / MM Only Discussions
2. Memorandum of Understanding with Taugurung Land and Waters Council
3. Planning Applications for presentation to October Council Meeting
4. MAV Workcare Scheme Payment Liability

Declaration of Interest/s under Local Government Act 2020 (General Conflict of Interest - Section 127 / Material Conflict of Interest – Section 128)

Councillor/s - NIL

Officer/s – NIL

Record of Informal Council Briefings / Meetings

Record in accordance with Council's Public Transparency Policy 2020

Note: Details of matters discussed at the meeting that have been designated confidential under Rule 103 of the Governance Rules and sections 3 and 125 of the LG Act 2020 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting

Name of Meeting: Informal Council Briefings / Meetings

Date of Meeting: Tuesday 12 October 2021

Time: 12.00 p.m. – 4.30 p.m.

Attendees:

Councillors

Chris Raeburn
David Andrews
Laura Binks
Reg Dickinson
Sally Hayes-Burke
Kristy Hourigan
Paul Murray

Municipal Monitor

Janet Dore

Officers

Julie Salomon (Chief Executive Officer)
David Roff (Director, Corporate Operations)
Amanda Tingay (Director, Community and Planning)
Dawn Bray (Executive Manager, Governance and Customer Service)
Kristin Favaloro (Executive Manager, Communications and Engagement)

Apologies

Nil

1. Councillors / MM Only Discussions
2. Review of draft Agenda for October 2021 Council Meeting
3. ARTC Inland Rail Project Update
4. Branding Strategy

Declaration of Interest/s under Local Government Act 2020 (General Conflict of Interest - Section 127 / Material Conflict of Interest – Section 128)

Councillor/s –

Matter No.	LGA 2020 Interest Section	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
Item 2 / 9.2.5 & 9.2.6	127	Cr Hourigan	Yes (Left meeting at 1.26 p.m. / returned at 1.29 p.m.)

Officer/s -

Matter No.	LGA 2020 Interest Section	Name/s of Officer/s who disclosed interest	Did the Councillor/s leave the meeting?
Item 2 / 9.5.1	128	Julie Salomon (Chief Executive Officer)	Yes <i>(Left meeting at 2.13 p.m. / returned at 2.25 p.m.)</i>

Record of Informal Council Briefings / Meetings

Record in accordance with Council's Public Transparency Policy 2020

Note: Details of matters discussed at the meeting that have been designated confidential under Rule 103 of the Governance Rules and sections 3 and 125 of the LG Act 2020 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting

Name of Meeting: Informal Council Briefings / Meetings

Date of Meeting: Tuesday 19 October 2021

Time: 11.30 a.m. – 4.15 p.m.
6.00 p.m. – 8.35 p.m.

Attendees:

Councillors

Chris Raeburn
David Andrews
Laura Binks
Reg Dickinson
Sally Hayes-Burke
Kristy Hourigan
Paul Murray

Municipal Monitor

Janet Dore

Officers

Julie Salomon (Chief Executive Officer)
David Roff (Director, Corporate Operations)
Amanda Tingay (Director, Community and Planning)
Dawn Bray (Executive Manager, Governance and Customer Service)
Kristin Favaloro (Executive Manager, Communications and Engagement)

Apologies

Nil

1. Councillors / MM Only Discussions
2. Councillors / MM / CEO Only Discussions
3. Final Review of Vision / Council Plan / Financial Plan and Submissions
4. Budget Process Review
5. Council Meeting

Declaration of Interest/s under Local Government Act 2020 (General Conflict of Interest - Section 127 / Material Conflict of Interest – Section 128)

Councillor/s –

Matter No.	LGA 2020 Interest Section	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
Item 5 / 9.2.5 & 9.2.6	127	Cr Hourigan	Yes <i>(Left meeting at 6.59 p.m. / returned at 7.07 p.m.)</i>

Officer/s -

Matter No.	LGA 2020 Interest Section	Name/s of Officer/s who disclosed interest	Did the Councillor/s leave the meeting?
Item 5 / 9.5.1	128	Julie Salomon (Chief Executive Officer)	Yes <i>(Left meeting at 8.20 p.m. / returned at 8.29 p.m.)</i>

Record of Informal Council Briefings / Meetings

Record in accordance with Council's Public Transparency Policy 2020

Note: Details of matters discussed at the meeting that have been designated confidential under Rule 103 of the Governance Rules and sections 3 and 125 of the LG Act 2020 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting

Name of Meeting: Informal Council Briefings / Meetings

Date of Meeting: Tuesday 26 October 2021

Time: 10.00 a.m. – 1.00 p.m.
3.00 p.m. – 4.00 p.m.
6.00 p.m. – 6.23 p.m.

Attendees:

Councillors

Chris Raeburn
David Andrews
Laura Binks
Reg Dickinson
Sally Hayes-Burke
Kristy Hourigan
Paul Murray

Municipal Monitor

Janet Dore

Officers

Julie Salomon (Chief Executive Officer)
David Roff (Director, Corporate Operations)
Amanda Tingay (Director, Community and Planning)
Dawn Bray (Executive Manager, Governance and Customer Service)
Kristin Favaloro (Executive Manager, Communications and Engagement)

Apologies

Nil

1. Councillors / MM Workshop
2. Citizenship Ceremonies
3. Extraordinary Council Meeting – Draft Community Vision, 2021-25 Council Plan and 2021/22–2030/31 Financial Plan

Declaration of Interest/s under Local Government Act 2020 (General Conflict of Interest - Section 127 / Material Conflict of Interest – Section 128)

Councillor/s –

Matter No.	LGA 2020 Interest Section	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
Item 3 / 5.5.1	127	Cr Hourigan	Yes <i>(Left meeting at 6.02 p.m. / due to there being only one matter for consideration, Cr Hourigan did not return to the meeting. She advised this when making her declaration)</i>

10. NOTICES OF MOTION

11. NOTICES OF RESCISSION

12. URGENT BUSINESS

13. CONFIDENTIAL BUSINESS

Confidential Appendices

These appendices have been classified as being confidential in accordance with section 66(2)(a) and Part 1, section 3 of the Local Government Act 2020 as they relate to:

- (g) *private commercial information, being information provided by a business, commercial or financial undertaking that—*
 - (ii) *if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage*

Appendix 1	Tender for Contract 21-22-15: Euroa Tennis Sewer
Appendix 2	Tender for Contract No 21/22-10 Construction of Rockies Pedestrian Bridge Euroa
Appendix 3	Tender for Contract No. 21/22-17: 2021-22 Pavement Rehabilitation Program

NEXT MEETING

The next monthly Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 14 December 2021, commencing at 6.00 p.m. Please note: this meeting is being held a week earlier than the usual schedule for Council meetings.

It is intended that this meeting be held in the Euroa Community Conference Centre, however, that will be dependent on any COVID-19 restrictions which may be in place.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT..... P.M.