

Strathbogie Shire Council

Council Meeting Agenda

September 2022

Acknowledgement of Country

We acknowledge the traditional custodians of the lands on which we strive, the peoples of the rivers and the hills of the Strathbogie Shire region who walked these lands for generations.

We pay our respects to the elders of the past, and the speakers of the first words, who lived in harmony with this country.

We acknowledge the elders of the present, who seek to regain their culture, and to teach the elders of the future their law, their history and their language.

We pay our respects to them and extend that respect to all Aboriginal and Torres Strait Islander peoples today.

We honour their spirit – and the memory, culture, art and science or the world's oldest living culture through 60,000 years.

Agenda

Council Meeting

Tuesday, September 20, 2022, at 6pm

Meeting to be held virtually and livestreamed on Council's website:

<https://www.strathbogie.vic.gov.au/council/our-council/council-meetings-and-minutes/>

Council:

Cr Laura Binks (Mt Wombat Ward) – Mayor
Cr Paul Murray (Hughes Creek Ward) – Deputy Mayor
Cr David Andrews (Lake Nagambie Ward)
Cr Reg Dickinson (Lake Nagambie Ward)
Cr Sally Hayes-Burke (Seven Creeks Ward)
Cr Chris Raeburn (Honeysuckle Creek Ward)

Officers:

Julie Salomon – Chief Executive Officer
Dawn Bray – Director People and Governance
Vlad Adamek – Director Sustainable Infrastructure
Kristin Favaloro – Executive Manager Communications and Engagement
Braydon Aitken – Acting Director, Community and Planning

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1. Welcome
2. Acknowledgement of Country
3. Apologies / Leave of Absence
 - Cr Kristy Hourigan (Seven Creeks Ward)*
 - Amanda Tingay – Director Community and Planning*
4. Disclosure of Conflicts of Interest
5. Confirmation of Minutes of Previous Meetings

RECOMMENDATION

That the minutes of the Council Meeting held on Tuesday, 16 August, 2022, be confirmed.

6. Petitions
7. Reports of Mayor and Councillors and Delegates
8. Public Question Time
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
September 16, 2022

Next meeting

The next monthly meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday, October 18, 2022, at the Euroa Community Conference Centre, at 6pm.

Public question time

Questions for the Ordinary Council Meeting can be submitted to be read, and responded to, by the Mayor during the Public Question Time. Questions must be submitted before 12 noon on Tuesday, September 20, 2022, by emailing info@strathbogie.vic.gov.au.

Public Question Time will be conducted as per Rule 31 of Strathbogie Shire Council's Governance Rules. The required [form](#) for completion and lodgement, and associated [Procedural Guidelines](#), can be found on Council's website at www.strathbogie.vic.gov.au.

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.

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9. OFFICER REPORTS

9.1 STRATEGIC AND STATUTORY PLANNING

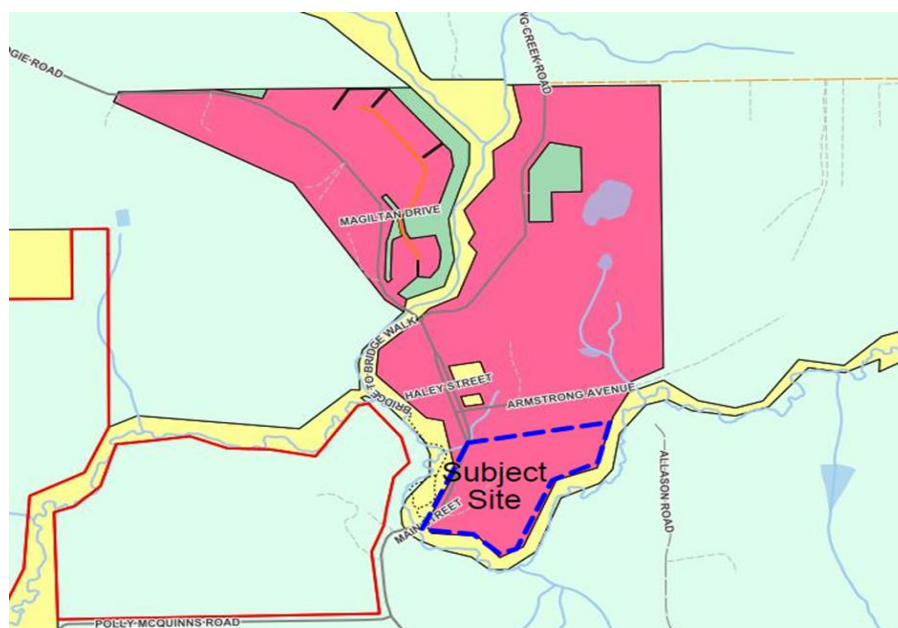
9.1.1 Planning Permit Application No. P2022-049: Three Lot Subdivision and Associated Works (including construction of crossovers and vegetation removal under the Erosion Management Overlay) ~ Main Street, Strathbogie VIC 3666

Author: Town Planner

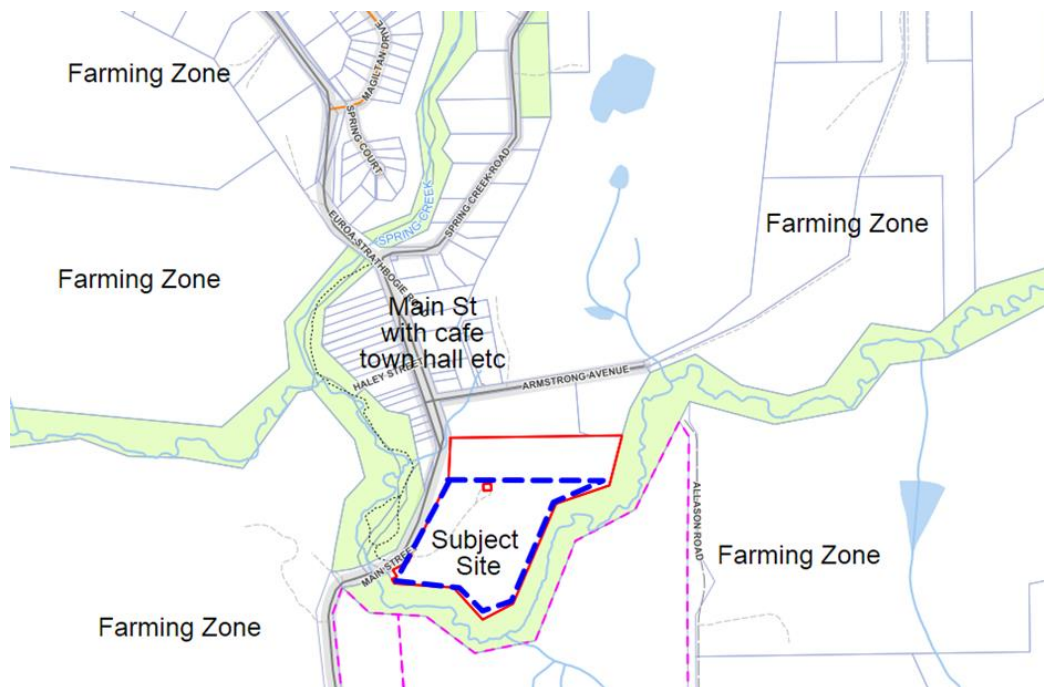
Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

- Council has received notice from the Victorian Civil and Administrative Tribunal (VCAT) that the Applicant has lodged an application under Section 79 Failure of the Responsible Authority to grant the permit within the prescribed time of 60 statutory days (known as a failure to determine appeal) of the Planning & Environment Act 1987.
- Even though a failure to determine appeal has been lodged and VCAT is now the decision maker, Council must still form a view on the merits of the application.
- The purpose of this report is to provide Council with information pertaining to Planning Application P2020-049 to enable Council to form a position on the application to provide to VCAT.
- The proposal is for a three-lot subdivision with associated works including the construction of crossovers and native vegetation removal. The crossovers and vegetation removal are triggered by the Erosion Management Overlay. There is no permit trigger for the native vegetation removal under Clause 52.17 as there is an exemption that allows for the creation of access to a lot and therefore no offset is required.
- The application was advertised and one objection has been received.
- The proposal is weighted in favour of support when assessed against the planning scheme.



9.1.1 Planning Permit Application No. P2022-049: Three Lot Subdivision and Associated Works (including construction of crossovers and vegetation removal under the Erosion Management Overlay) ~ Main Street, Strathbogie VIC 3666 (cont.)



RECOMMENDATION

That Council

- ***Having caused notice of Planning Application No. P2022-049 to be given under Section 52 of the Planning and Environment Act 1987 and having considered all the matters required under Section 60 of the Planning and Environment Act 1987 decides, that it would have issued a Notice of Decision to Grant a Permit under the provisions of the Strathbogie Planning Scheme in respect of the land known as (L1 PS405650 V12102 F419 Parish of Strathbogie) Lot 1 PS405650 Main Street, Strathbogie VIC 3666, for the Three Lot Subdivision and Associated Works including Native Vegetation Removal (under the EMO) in accordance with endorsed plans, subject to the following conditions:***

Conditions:

Endorsed Plan Subdivision:

1. ***The subdivision must be carried out in accordance with the endorsed plans and permit. The endorsed plans or permit can only be altered or modified with the prior written consent of the Responsible Authority.***

9.1.1 Planning Permit Application No. P2022-049: Three Lot Subdivision and Associated Works (including construction of crossovers and vegetation removal under the Erosion Management Overlay) ~ Main Street, Strathbogie VIC 3666 (cont.)

RECOMMENDATION (cont.)

General Amenity:

- 2. The subdivision must be managed so that the amenity of the area or locality, in the opinion of the Responsible Authority, is not detrimentally affected, through the:**
- **transport of materials, goods or commodities to or from the land;**
 - **appearance of any building, works or materials;**
 - **emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;**
 - **presence of vermin; and**
 - **others as appropriate.**

Public Open Space Contribution:

- 3. Before the statement of compliance is issued under the Subdivision Act 1988, the owner must pay to the responsible authority a sum, or land set aside, or a combination, equivalent to five per cent of the site value of all the land in the subdivision.**

The owners must advise Council, in writing, to undertake the property valuation and must pay the Council's reasonable costs and expenses to provide such a valuation for payment in lieu of the public open space contribution.

Telecommunications:

- 4. The owner of the land must enter into an agreement with:**
- **a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and**
 - **a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.**
- 5. Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:**
- **a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and**

9.1.1 Planning Permit Application No. P2022-049: Three Lot Subdivision and Associated Works (including construction of crossovers and vegetation removal under the Erosion Management Overlay) ~ Main Street, Strathbogie VIC 3666 (cont.)

RECOMMENDATION (cont.)

- *a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.*

Environmental Health:

6. *Prior to the issue of the statement of compliance, the owner must enter into an agreement with the Responsible Authority, pursuant to Section 173 of the Planning and Environment Act 1987. This agreement must be registered on the title to the land pursuant to Section 181 of the Planning and Environment Act 1987. The owner must pay the costs of the preparation, execution and registration of the Section 173 Agreement. The agreement must provide for the following:*
 - *Prior to the commencement of works for a single dwelling on each allotment the owner must lodge with the Council an Application for a Permit to Install an On-site Wastewater Management System. The application shall be in accordance with the Environment Protection Regulations 2021, the EPA Code of Practice – Onsite Wastewater Management, Publication 891.4, July 2016 and the Land Capability Assessment (LCA) prepared by A.C. Geotechnical, Andrew Craig, Report No. 22076, dated 26/03/2022.*
 - *As indicated in the current Section 173 agreement, all wastewater from any dwelling must be treated to a standard of at least 20mg/L BOD and 30mg/L suspended solids using a package treatment plant or equivalent. The system must be installed, operated and maintained in accordance with the EPA Code of Practice – Onsite Wastewater Management, Publication 891.4, July 2016 and must have a Certificate of Conformity.*
 - *The wastewater disposal land application area for each allotment must be located in accordance with the requirements of Table 5 of the EPA Code of Practice– Onsite Wastewater Management, Publication 891.4, July 2016 and specifically as recommended in the LCA set back a minimum of 100m from the Seven Creeks.*

9.1.1 Planning Permit Application No. P2022-049: Three Lot Subdivision and Associated Works (including construction of crossovers and vegetation removal under the Erosion Management Overlay) ~ Main Street, Strathbogie VIC 3666 (cont.)

RECOMMENDATION (cont.)

Engineering:

- 7. Prior to the issue of statement of compliance for the subdivision the Applicant/ Owner must obtain a vehicle crossing permit from the responsible authority for each lot and construct the vehicle crossing in accordance with the requirements. The vehicular crossing shall have satisfactory clearance to any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required shall be in accordance with the requirements of the relevant Authority and shall be at the applicant's expense. Final location of vehicle crossing must be approved by Responsible Authority via vehicle crossing permit.**
- 8. All stormwater and surface water discharging from the site, buildings and works must be conveyed to the legal point of discharge drains to the satisfaction of the Responsible Authority/Goulburn Murray Water. No effluent or polluted water of any type may be allowed to enter the stormwater drainage system.**
- 9. Appropriate steps must be taken to retain all silt and sediment on site during the construction phase to the satisfaction of the Responsible Authority, in accordance with the sediment control principles outlined in Construction Techniques for Sediment Pollution Control (EPA, 1991) and to the satisfaction of the Responsible Authority.**
- 10. Any damage to the Responsible Authority's assets (i.e. sealed roads, kerb & channel, trees, nature strip etc), and boundary fences, must be repaired at the cost of the applicant all to the satisfaction of Responsible Authority.**

AusNet Electricity Services:

11. The applicant must –

- Enter into an agreement with AusNet Electricity Services Pty Ltd for supply of electricity to each lot on the endorsed plan.**
- Enter into an agreement with AusNet Electricity Services Pty Ltd for the rearrangement of the existing electricity supply system.**
- Enter into an agreement with AusNet Electricity Services Pty Ltd for rearrangement of the points of supply to any existing installations affected by any private electric power line which would cross a boundary created by the subdivision, or by such means as may be agreed by AusNet Electricity Services Pty Ltd.**

9.1.1 Planning Permit Application No. P2022-049: Three Lot Subdivision and Associated Works (including construction of crossovers and vegetation removal under the Erosion Management Overlay) ~ Main Street, Strathbogie VIC 3666 (cont.)

RECOMMENDATION (cont.)

- *Provide easements satisfactory to AusNet Electricity Services Pty Ltd for the purpose of "Power Line" in the favour of "AusNet Electricity Services Pty Ltd" pursuant to Section 88 of the Electricity Industry Act 2000, where easements have not been otherwise provided, for all existing AusNet Electricity Services Pty Ltd electric power lines and for any new power lines required to service the lots on the endorsed plan and/or abutting land.*
- *Obtain for the use of AusNet Electricity Services Pty Ltd any other easement required to service the lots.*
- *Adjust the position of any existing AusNet Electricity Services Pty Ltd easement to accord with the position of the electricity line(s) as determined by survey.*
- *Provide to AusNet Electricity Services Pty Ltd a copy of the plan of subdivision submitted for certification that shows any amendments that have been required.*

Goulburn Valley Water:

12. The following is required -

- a) *Payment of new customer contribution charges for water supply to the development, such amount being determined by the Corporation at the time of payment;*
- b) *Provision of one water tapping per each lot at the developer's expense, in accordance with standards of construction adopted by and to the satisfaction of the Goulburn Valley Region Water Corporation;*
- c) *Provision of easements over existing water mains located within private property as per existing title.*
- d) *The plan of subdivision lodged for certification is to be referred to the Goulburn Valley Region Water Corporation pursuant to Section 8(1) of the Subdivision Act, 1988. The plan of subdivision will also require a notation stating "due to the lack of water pressure, all lots on this plan will require Water By Agreements with Goulburn Valley Water".*

Goulburn Murray Water:

13. The Plan of Subdivision submitted for Certification must show wastewater disposal exclusion zones on newly created lots at least 100m from Seven Creeks and any other waterways, 40m from any drainage lines, 60m from any dams and 20m from any bores.

14. Prior to the Statement of Compliance being issued, the owner must enter into an agreement with the Responsible Authority and Goulburn-Murray Water under Section 173 of the Planning and Environment Act requiring that:

- a) *If a community effluent disposal system or reticulated sewerage system becomes available, each lot in the subdivision must be connected to the system and all on-site treatment and disposal systems must be decommissioned.*

9.1.1 Planning Permit Application No. P2022-049: Three Lot Subdivision and Associated Works (including construction of crossovers and vegetation removal under the Erosion Management Overlay) ~ Main Street, Strathbogie VIC 3666 (cont.)

RECOMMENDATION (cont.)

- b) The owner shall meet the cost of the registration of the agreement on the title of the land.***
- c) This agreement is cancelled if (a) above is satisfied.***

15. The owner must provide evidence of registration of the 173 Agreement to Goulburn-Murray Water within three months of this occurring.

Permit Expiry:

16. This permit will expire if one of the following circumstances applies:

- the subdivision is not Certified within two (2) years of the date of this permit;***
- the subdivision is not completed within five (5) years of the date of Certification under the Subdivision Act 1988.***

The Responsible Authority may extend the periods referred to if a request is made in writing:

- before the permit expires; or***
- within six months afterwards***

Planning Notes:

- This Permit does not authorise the construction of a new access way/crossover without application for a Works Within A Road Reserve Permit.***

Goulburn Valley Water

- Please note due to the lack of water supply pressure Water by Agreements will be required for each lot.***

End of Conditions

- Advise the Victorian Civil and Administrative Tribunal and relevant parties of its position on planning permit application P2022-049.***

PURPOSE AND BACKGROUND

The purpose of this report is to bring before Council an application for a three-lot subdivision of land in the Township Zone, in the settlement of Strathbogie.

An application for review at VCAT under section 79 of the Planning and Environment Act 1987 has been made by the applicant based on Council's failure to decide on the application within the prescribed timeframe. Even though a failure to determine appeal has been lodged and VCAT is now the decision maker, Council must still form a view on the merits of the application.

9.1.1 Planning Permit Application No. P2022-049: Three Lot Subdivision and Associated Works (including construction of crossovers and vegetation removal under the Erosion Management Overlay) ~ Main Street, Strathbogie VIC 3666 (cont.)

The Bushfire Management Overlay and the Erosion Management Overlay apply to this subject site. Some vegetation is proposed to be removed to create access to the lots from Main Street, and this is exempted from the requirements of a planning permit under Clause 52.17 Native Vegetation, however, is captured by the Erosion Management Overlay. There is no requirement to provide an offset in the Erosion Management Overlay. A Works Within a Road Reserve Permit will be required from Council to construct the access crossovers and remove the vegetation.

The subject site is located within the Special Water Catchment area and Goulburn Murray Water have not objected and given conditional consent.

A person who proposes subdivision of land must make a contribution to the council for public open space and this proposal is not exempted from that requirement.

Given this is subdivision only, any future proposal for development will trigger the need for a planning permit under the Erosion Management Overlay and it will be at that time that a Geotechnical Report to assess the risk of erosion and landslide will be required.

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 land within the municipality.

Under delegated authority of Council, Council Officers determine some matters.

Any application that has received objections is to be reviewed by Council for a decision based on the Assessing Officer's recommendation.

SUMMARY

The proposal is to allow for infill residential development on a lot that is zoned for residential purposes and creates lots of a size that respect the existing neighbourhood character of this rural settlement that requires retention of its village character. The lots provide a choice of size and can each be developed with a dwelling that allows for a garden to be established and to complement the existing rural feel of the settlement. The proposal meets the objectives of Clause 56.

The risk of erosion and landslide will be considered fully at the time of any development proposal.

The CFA have reviewed the proposal and have considered no conditions are required and the mandatory condition does not need to be applied. It is considered the risk is low.

9.1.1 Planning Permit Application No. P2022-049: Three Lot Subdivision and Associated Works (including construction of crossovers and vegetation removal under the Erosion Management Overlay) ~ Main Street, Strathbogie VIC 3666 (cont.)

Goulburn Murray Water have provided conditional consent to protect the Water Catchment Area allowing the proposal to go ahead.

Further consent for the removal of vegetation and construction of the crossovers is required from Council via a Works Within a Road Reserve Permit.

It is considered that overall the proposal accords with the relevant policy in the planning scheme weighing in favour of support.

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. The application was advertised to the neighbouring lots.

The application has been advertised pursuant to Section 52 of the *Planning and Environment Act 1987*, by

- Sending letters to adjoining landowners.

One objection has been received to Council. This is considered in the Officer Report in detail.

A site visit was undertaken on a couple of occasions to fully assess the site and surrounds.

POLICY CONSIDERATIONS

Council Plans and Policies

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

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.

The state policies are considered in Officer Report at Attachment 1.

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.

This application is being considered under Section 61 of the *Planning and Environment Act 1987*.

9.1.1 Planning Permit Application No. P2022-049: Three Lot Subdivision and Associated Works (including construction of crossovers and vegetation removal under the Erosion Management Overlay) ~ Main Street, Strathbogie VIC 3666 (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.

This application is being heard by Council as the proposal has one objection. Hearing the application in the public meeting will allow all parties the opportunity to be heard by the councillors prior to a decision being made.

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

There are no economic implications from the proposal or as a result of this application.

Social

There are no broader social implications from the proposed subdivision or as a result of this application.

Environmental

The application has been assessed against the relevant provisions of the *Planning and Environment Act 1987*. A small amount of vegetation removal is required to facilitate the formal construction of two existing vehicle access points. This removal consists of a few small saplings and the pruning of some branches on existing trees. The use of the existing vehicle access points will avoid the removal of any large trees.

Climate change

The Strathbogie Planning Scheme has incorporated broader considerations on Climate Change, with the assessment that the proposal will not have an impact on climate change within the municipality, as all works will be required to comply with relevant legislation.

HUMAN RIGHTS CONSIDERATIONS

There are no human rights implications with this proposal. The application is being assessed in accordance with relevant legislation, and all parties will be afforded all relevant rights of appeal at the Victorian Civil and Administrative Tribunal.

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- 9.1.1 Planning Permit Application No. P2022-049: Three Lot Subdivision and Associated Works (including construction of crossovers and vegetation removal under the Erosion Management Overlay) ~ Main Street, Strathbogie VIC 3666 (cont.)

CONCLUSION

After due assessment of all the relevant factors, it is considered appropriate that Council notify the Victorian Civil and Administrative Tribunal that the issue of a Notice of Decision to grant a permit is supported subject to the conditions, in accordance with the officer recommendation.

ATTACHMENTS

Attachment 1: Planning Officer Report (*separate document*)

Attachment 2: Plans for Endorsement (*separate document*)

9.1.2 Planning Permit Applications Referral to Council Policy for Adoption

Author: Manager Planning and Investment

Responsible Director: Acting Director Community and Planning

EXECUTIVE SUMMARY

Council Officers have a statutory obligation to decide/make recommendations on planning permit applications in a timely manner. The statutory timeframe for approval of a standard planning permit application is 60 days. A key performance indicator of the Strathbogie Shire Council 2021-2025 Council Plan is to decide on 80% of standard planning permit applications within the 60-day timeframe.

The recently conducted Community Satisfaction Survey highlighted a source of frustration for ratepayers is the time it takes to obtain approval for a planning permit application. This was also reflected in feedback obtained from community members at the recent 'Talk to a Planner' forums.

Currently a planning permit application that receives one (1) or more objections or that is recommended for refusal needs to be referred to a Council meeting for a decision. Most planning permit applications that come to a Council Meeting for a decision take longer than the 60-day statutory timeframe. This increases overall approval times and leads to community frustrations.

Often applications presented to Council receive only a small number of objections and do not have any significant strategic implications or impact on the broader community. Reducing the number of applications being presented to Council for determination, particularly those with a small number of objections, will speed up overall approval times and free up more time for officers to process other applications in a timely manner.

It is recommended that a Delegations Policy, for Planning Permit Applications and Referral to Council be adopted that provides clarity on which planning permit applications need to come to Council for a decision. The policy will focus on ensuring applications that are strategic in nature, controversial or of community interest are decided on by Council, while simple applications with a small number of objections are decided on under delegation without undue delay.

RECOMMENDATION

That Council:

- 1. Adopt the Planning Permit Applications – Referral to Council Policy; and***
- 2. Note that any planning applications with less than five (5) objections can be called in by a Councillor for this matter to be considered and determined at a formal Council meeting.***

9.1.2 Planning Permit Applications Referral to Council Policy for Adoption (cont.)

PURPOSE AND BACKGROUND

A goal of the Council Plan is to approve 80% of planning permit application within the statutory timeframe (60 days). Last financial year the Council's Statutory Planning Team approved 78.5% of applications within this timeframe. The Rural Council average for this period was 68.9%. While this is a good result in comparison to our rural neighbours, it is still below Council officer and community expectations.

The Council's Planning & Investment Department is currently undertaking several initiatives with an aim to improve overall planning permit approval times. These include:

- Participation in the state-run Better Planning Permit Approvals program,
- Undertaking an upskilling of staff by training admin staff to become planners,
- Undertaking a review of current planning delegations, and
- Getting out into the community and talking to community members about planning matters.

A review of planning applications required to be referred to Council for determination is one initiative that can improve on overall planning permit decision making timeframes. This can be done by focusing only referring more complex or high interest applications to come to a Council Meeting for a decision and ensuring simple low risk applications are not held up by the existing decision-making processes.

To provide certainty, officers propose that a Delegations Policy be prepared and adopted by Council that clarifies which planning permit applications are required to be considered at Council Meeting for decision.

Officers believe the following triggers should require a planning permit application to be referred to Council for a decision:

- An application with five (5) or more objections'
- An application that is called in by a Councillor,
- An application that raises an issue of significant public interest, concern or controversy, or is likely to do so, and
- An application where officers believe that the planning matter or any issue arising in connection with it should be determined by the Council rather by officers.

In addition to the above, officers will continue to brief Council monthly on planning permit applications received, applications granted under officer delegation and applications that are proposed for refusal by officers.

In addition to the above, officers will continue to report monthly to Council on planning permit applications received and applications decided under officer delegation. Officers will also provide a weekly update on any planning applications proposed for refusal or that have received objections and are to be recommended for approval.

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.

9.1.2 Planning Permit Applications Referral to Council Policy for Adoption (cont.)

The proposed Planning Permit Applications and Referral to Council (Policy) triggers for referral of a planning permit application to Council for a determination, are generally consistent with surrounding rural and metropolitan Council's. Implementation of these triggers will provide a level of consistency for regular users of the planning system in our region.

In the past twelve (12) months, 24 planning permit applications have been sent to a Council Meeting for a decision. Of these applications only four (4) received more than five (5) objections. These four (4) applications were applications that would either be considered of public interest or being more complex in nature and would be presented to a Council Meeting for a decision under the proposed Policy. The remaining 21 applications were of a low level of complexity and not strategic in nature. Due to the need to come to a Council meeting all were decided upon outside of the 60-day statutory timeframe. Under the proposed policy it is likely these 21 applications would've been decided on within this timeframe.

By presenting less applications to Council, more applications be decided on within the statutory timeframe and moreover, the proposed approach will also provide officers the opportunity to process all applications in a timelier manner.

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 results of the recent Community Satisfaction Survey have shown that the community takes a keen interest in the time taken to approve planning permit applications. The feedback received as part of this survey showed a clear desire from the community for Council to work on improving planning permit approval timeframes.

This was further supported by feedback obtained at the recent Talk to a Planner Days where officers heard from the community that it can take too long to get an approval for simple planning permit applications.

Adoption of this Policy will help meet the needs identified by our community.

POLICY CONSIDERATIONS

Council Plans and Policies

2021-2025 Strathbogie Shire Council Plan

Strategic Focus Area 4 – Inclusive. Productive. Balanced.

The proposed policy will help ensure most planning permit applications are decided on in a timely manner, whilst also ensuring applications that are more complex in nature or of significant public interest are referred to Council for a decision. This process will ensure that planning applications that impact the community will have the maximum opportunity for community participation in the decision-making process.

9.1.2 Planning Permit Applications Referral to Council Policy for Adoption (cont.)

Strategic Focus Area 6 – Accountable. Transparent. Responsible.

The Policy will help ensure responsible and timely customer service by allowing more simple applications with a low level of objections to be decided on within the Statutory Timeframe.

The Policy will provide a clear level of accountability and transparency for the Council to the Community in terms of the types of applications that will need to be determined by Council.

The Policy aligns with the relevant goals and deliverables of the Council Plan by assisting in improving planning permit application approval timeframes.

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 this report.

Council Officers completed the Policy Impact Assessment Tool during the development of this Policy and found that the Policy adequately considers and responds to the key areas outlined in the Tool.

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.

There are no legal considerations to consider regarding this report. Any procurement of public art will be consistent with Council's Procurement Policy and any associated guidelines.

All decision making will be undertaken in accordance with the requirements of the *Planning & Environment Act 1987*

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.

In the interest of transparency, it is recommended that the proposed Policy be considered in a public forum. This will ensure full disclosure of Councils policy position regarding planning permit applications required to be referred to Council for a determination.

9.1.2 Planning Permit Applications Referral to Council Policy for Adoption (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 significant financial implications associated with this report. Any costs associated with this report are budgeted for within Council's operating budget and are subject to Council's annual budgetary process.

If the Policy is adopted, it will assist in ensuring a larger number of planning permit applications are approved within the Statutory Timeframe. This will reduce the likelihood of any appeal to VCAT by a planning permit application based on Council's failure to decide on a planning permit application within the required 60 day timeframe.

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 timely approval of planning permit applications assists with stimulating new development within the Municipality. This has flow on affects for the local economy through the creation of jobs and additional work for existing local businesses.

Social

The timely approval of planning permit applications for new residential development provides the opportunity for improved transport and pedestrian connectivity.

Environmental

Adoption of the proposed Policy will ensure any planning permit application that raises significant environmental issues will be referred to Council for determination.

Climate change

There are no significant climate change impacts associated with this report. This policy will be applied in line with existing Council policy and will consider Council's commitment to Sustainable Strathbogie 2030, the Climate Change Action Plan and any other relevant Plans and Strategies, if appropriate.

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.

This Policy provides for continuous improvement in the service delivery of Council's Statutory Planning function by ensuring a larger number of planning permit application will be approved in within the Statutory Timeframe.

9.1.2 Planning Permit Applications Referral to Council Policy for Adoption (cont.)

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.

In drafting the Policy and preparing this report, officers have reviewed similar policies from surrounding Municipalities to ensure general consistency in decision making and best value for planning permit applicants.

HUMAN RIGHTS CONSIDERATIONS

There are no human rights implications associated with the proposed Policy.

A Policy Impact Assessment has been undertaken which has considered The *Charter of Human Rights and Responsibilities Act 2006*.

Decision making on all planning permit applications will continue to be made in accordance with the relevant legislation.

CONCLUSION

Council is committed to undertake additional work to ensure timely decision making on planning permit applications. The Council Plan recognises the need for planning permit applications to be decided on within the Statutory Timeframe of 60 days

This commitment is supported by Community feedback from the recent Community Satisfaction Survey and Talk to a Planner Days, where the community has expressed frustration with the time taken to decide on simple planning permit applications.

The proposed Policy will assist in improving planning permit application approval times while ensuring applications of strategic significance or that are controversial in nature are referred to Council for a decision. The triggers for planning permit applications to be referred to Council for a determination align with the key strategic direction of the Council Plan by ensuring inclusive, accountable, transparent, and responsible decision making.

ATTACHMENTS

Attachment 1: Draft Strathbogie Shire Council Planning Permit Applications Referral to Council Policy (*separate document*)

Attachment 2: Draft Strathbogie Shire Council Planning Permit Applications Referral to Council Policy – Policy Impact Assessment Tool (*separate document*)

9.1.3 Planning Applications Received and Planning Applications Determined - 1 to 31 July 2022

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 of 1 to 31 August 2022. The latest available Planning Permit Activity Performance Figures are also attached (Attachment 3). The contents of this report are provided for information purposes only.

It is noted that there were 23 new planning permit applications received and 27 planning permit applications decided upon during the reporting period.

RECOMMENDATION

That Council:

- 1. Note that there were 23 new planning permit applications received, and 27 planning permit applications decided on during the period of 1 to 31 August 2022; and***
- 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.

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.

9.1.3 Planning Applications Received and Planning Applications Determined
- 1 to 31 July 2022 (cont.)

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 permit application activity.

ATTACHMENTS

Attachment 1: Planning Applications Received (*separate document – includes Attachments 1, 2 and 3*)

Attachment 2: Planning Applications Determined

Attachment 3: Planning Permit Activity Performance Figures

9.2 **COMMUNITY**

9.2.1 **Community Action Group Funding 2022/23**

Author: Community Development Officer

Responsible Director: Acting Director Community and Planning

EXECUTIVE SUMMARY

Funding allocation for Strathbogie Shire Council's eight (8) Community Action Groups opened on 1 July 2022 and closed on 1 August 2022.

The purpose of the Community Action Group Funding is to provide an opportunity for Community Action Groups to undertake projects that deliver on the objectives outlined in their Community Plans, encourage community participation, and align with the focus areas of Council.

The total budget allocation for the 2022/2023 Community Action Group Funding is \$81,000. Four of the eight Community Action Groups requested funding for a total of \$38,550, supporting a total of 10 projects to be delivered through this allocation.

Council Officers are requesting that the funding program remains open for the groups who did not apply for funding, until the funds are exhausted, enabling Council Officers to work with Community Action Groups to identify and submit projects that meet the funding guidelines for consideration of Council.

This will also support the Community Action Groups who may not currently have a Community Plan and those that may be transitioning to new models or governance structures.

Council Officers are also requesting a review of the Community Grants and Community Action Group Funding programs, due to the poor uptake across both funding programs and the nature of projects that are being funded.

In addition, Council Officers also recommend a review of the Community Action Group Model to enable continuous improvement and innovation within the community development approach of Council.

RECOMMENDATION

That Council:

- Award funding to four action groups for ten (10) projects for the total sum of \$38,550 as per the below:***

<u>Action Group; Project</u>	<u>Proposed funding</u>
<i>Graytown Action Group; Maintenance/Upgrades Community Hub</i>	<i>\$5,000</i>
<i>Avenel Active Community; Hub-External Weatherboard Repair</i>	<i>\$3,000</i>
<i>Avenel Active; Community Portable All-Abilities Access Ramp</i>	<i>\$1,750</i>
<i>Avenel Active; 'Get Me to the Shops' Community Transport</i>	<i>\$2,500</i>
<i>Violet Town Action Group; Village Voice production contribution</i>	<i>\$5,000</i>

9.2.1 Community Action Group Funding 2022/23 (cont.)**RECOMMENDATION (cont.)**

- | | | |
|--|--|-----------------------|
| | <i>Violet Town Action Group; Violet Town & district website upgrade</i> | <i>\$5,000</i> |
| | <i>Euroa Comm. Action Group; Bush Food Trail at Yiiro</i> | <i>\$1,500</i> |
| | <i>Euroa Comm. Action Group; Seating at Yiiro</i> | <i>\$4,800</i> |
| | <i>Euroa Comm. Action Group; Taungurung Artwork at Yiiro</i> | <i>\$5,000</i> |
| | <i>Euroa Comm. Action Group; Indigenous Land Practice Workshop</i> | <i>\$5,000</i> |
2. ***Authorise Council Officers to reopen the funding program on 1 October 2022 for Community Action Groups who did not apply, and remain open until funds are exhausted, enabling Council Officers to work with these Community Action Groups to identify and submit projects that meet the funding guidelines for consideration of Council;***
 3. ***Authorise Council Officers to undertake a comprehensive review of the Community Action Group Model and present a report back to Council at a future Council meeting; and***
 4. ***Authorise Council Officers to undertake a review of Council's existing Community Grants and Community Action Group Funding guidelines and present a report to Council at a future Council Meeting.***

PURPOSE AND BACKGROUND

Council's Community Action Group Funding Allocation is structured to provide an opportunity for Action Groups to undertake projects that complement the focus areas of Council, progress priorities enunciated in their local community action plans and encourage community participation. Action Groups can apply for multiple discrete projects up to the value of \$5,000 per project, however, funding cannot be received for the same project in the one year. Projects must be detailed in or consistent with the groups Community Plan.

Eight (8) Community Action Groups exist across Strathbogie Shire. A number of these groups are implementing their recently endorsed Community Plans whilst others are in the final year of their current plans. To continue to support the Action Groups in their final year, submissions were also accepted for projects not listed in their Community Plan providing the Action Group could demonstrate community support and some alignment for the proposed project.

Eligible applications were received from the following Action Groups:

- Graytown, one (1) project to the value of \$5,000
- Avenel, three (3) projects to the value of \$7,250
- Violet Town, two (2) projects to the value \$10,000
- Euroa, four (4) projects to the value of \$16,300

9.2.1 Community Action Group Funding 2022/23 (cont.)

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.

A total of four (4) submissions were received for the 2022-23 Action Group Funding Program, for a total of eleven projects and a total funding amount requested of \$43,550. The funding round is under subscribed with four (4) Action Groups not submitting projects for funding.

The 2022-23 submissions were assessed and moderated by an assessment panel comprising of three senior Council Officers:

- Executive Manager Communications and Planning
- Manager Community and Culture
- Manager Operations

The applications were evaluated and scored against the funding criteria as detailed below:

- Alignment to Community Plan and Council Plan (40% weighting)
- Community Need (25% weighting)
- Demonstrated Community Capacity (20% weighting)
- Budget (15% weighting).

Council Officers recommend that ten (10) of the eleven (11) projects receive funding as detailed in table 1 below. One of the proposed projects from Euroa Community Action Group was deemed ineligible by Council Officers as it was not consistent with the funding guidelines.

Table 1: Summary of Proposed Projects

Action Group	Brief Project Description	Amount Requested	Recommended Funding
Graytown	Maintenance and Upgrades to the Community Centre	\$5,000	\$5,000
Avenel	Avenel Community Hub - External Weatherboard Repair	\$3,000	\$3,000
Avenel	Avenel Community Portable All-Abilities Access Ramp	\$1,750	\$1,750
Avenel	Avenel 'Get Me to the Shops' Community Transport Program	\$2,500	\$2,500
Violet Town	Village Voice Newsletter	\$5,000	\$5,000
Violet Town	Website Upgrade	\$5,000	\$5,000

9.2.1 Community Action Group Funding 2022/23 (cont.)

Euroa	Bush food trail at Yiiro	\$1,500	\$1,500
Euroa	Seating for Yiiro	\$4,800	\$4,800
Euroa	Taungurung Public Art at Yiiro	\$5,000	\$5,000
Euroa	Taungurung Land and Water Council Workshops	\$5,000	\$5,000

Attachment 1 provides further detail of the proposed 2022-23 Action Group Funding recommendations. Attachment 2 provides details of the projects not recommended for funding.

Applications were not received from Ruffy, Strathbogie, Nagambie or Longwood. A status summary regarding the groups that did not submit applications is as follows:

- Strathbogie Tablelands Action Group – currently transitioning to a new Committee
- Ruffy Community Action Group – currently transitioning to a new Committee
- Longwood Action Group – ineligible until acquittals for 2021/22 have been completed.
- Nagambie Action Group – no response to communications.

This is not dissimilar to 2021/22 when some Community Actions Groups did not apply for funding. Council Officers believe a review of Council's Community Action Group Model is required based on the information above, the inequitable funding distribution and due to the ongoing development and change in local communities.

This review would require significant input from the current Community Action Groups, consider the strengths and challenges associated with this model in Strathbogie Shire, and provide comparison with Community Development Models utilised by Local Government Authorities and best practice approaches to Community Development in a rural setting. Recommendations for this review would be presented to Council for Council's consideration at a further meeting.

When reviewing the nature and calibre of the projects submitted, Council Officers also recommend a review of Council's Community Action Funding Program to ensure it is reflective of Community development principles and not being used to maintain buildings and infrastructure which may be better assessed and funded via a different budget source. It is proposed that this review also extends to Council's Community Grants Program.

9.2.1 Community Action Group Funding 2022/23 (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.

Emails were sent to the secretary of each Community Action Group to notify them that the funding round was open. Council Officers also followed up by phone to offer support throughout the application process to those Community Action Groups that had not yet submitted applications. A final reminder of the round closing was also sent to the secretary in the final week.

As the funding is specific to Community Action Groups, no broad consultation or engagement is required.

POLICY CONSIDERATIONS

Council Plans and Policies

2021-2025 Strathbogie Shire Council Plan –

Strategic Focus Area 1: Engage.Create.Unite

Goal:

We create welcoming social spaces where people can connect

Strategy:

We have strategies, services and facilities in place to cater for the changing needs across all ages and abilities, delivered in partnership with action groups and committee of management

Strategic Focus Area 2: Live.Access.Connect

Goal:

We are focussed on activities that build economic, financial and social security

Strategy:

Our active and passive open spaces cater for all generations

Strategic Focus Area 5: Strong.Healthy.Safe

Goal:

We are working together to share knowledge and get things done

Strategy:

We enable people and communities to help each other and value the significant contribution made to our society by volunteers

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.

There are no legal implications associated with this report.

9.2.1 Community Action Group Funding 2022/23 (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.

In the interest of transparency and open and honest communication with our community, it is recommended that the 2022-2023 Community Action Group Funding Program and associated projects are released to the public through this report providing an understanding of the assessment process and outcomes of the program.

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.

A Budget allocation of \$81,000 has been approved through Council's annual budgetary process.

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 distribution of funds through the 2022-23 Action Group Funding Program will greatly assist community groups progress with projects that would otherwise be unable to go ahead due to lack funding. Many projects will support improvements to facilities and promote participation and engagement which will have a positive impact on the Shire's economic prosperity.

Social

Several of the projects funded through Community Action Funding contribute positively to health and social outcomes in the community. Community Action Groups play an important role in the community to facilitate social change and development and contribute to the social fabric of local communities. These benefits include improved communication, improved accessibility, improved community infrastructure, development of community spaces and contributions to the arts.

Environmental

Two projects submitted by Euroa Community Action Group will have a positive environmental impact, with the planting of native plants and delivery of workshops building the capacity for and understanding of the importance of indigenous environmental practices.

9.2.1 Community Action Group Funding 2022/23 (cont.)

Climate change

Two projects submitted by Euroa Community Action Group will have a positive climate change impact, with the planting of native plants and delivery of workshops building the capacity for and understanding of the importance of indigenous environmental practices.

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.

Council Officers recommend a review of the Community Action Group Model and Council's Community, and Community Action Grants to allow for a more flexible and responsive model and program that may better meet the needs of the Strathbogie Shire community. A full review of the model and grants has not been undertaken for many years.

HUMAN RIGHTS CONSIDERATIONS

This report considers human rights broadly and Community Action Group Models and access to funding enables important community capacity to be built and for each individual to have the right to express themselves and participate in community life.

CONCLUSION

It is recommended that Council endorse the recommendation to award funding to the four (4) Community Action Groups for the ten (10) projects recommended in this report, to the value of \$38,550, from the 2022-23 Action Group Funding Program.

In addition, Council Officers also recommend that the Community Action Group funding program is reopened to enable Council Officers to work with Community Action Groups who did not apply to identify and submit projects that meet the funding guidelines for future consideration of Council, until funds are exhausted.

Further, it is proposed that a review of Council's Community Action Group model and two grant funding programs; Community Action Funding and Community Grants is undertaken, as a mechanism for continuous improvement and innovation.

ATTACHMENTS

Attachment 1: 2022-23 Community Action Group Funding – Projects Recommended for funding (*separate document – includes Attachments 1 and 2*)

Attachment 2: 2022-23 Community Action Group Funding – Projects Not Recommended for funding

9.2.2 Public Art Policy for Adoption

Author: Manager Culture and Community

Responsible Director: Acting Director Community and Planning

EXECUTIVE SUMMARY

Public art can form an integral part of the public domain enhancing people's experiences of, and encouraging greater interaction with, public spaces. Public art is the unique association of how it is made, where it is, and what it means.

The Strathbogie Shire Council Arts and Culture Strategy and Action Plan highlights Council and the Community's commitment and desire for public art.

In response to this, Council Officers drafted a Public Art Policy. At the Council Meeting held on June 21, 2022, Council endorsed the release of the Draft Public Art Policy for community consultation.

Consultation is now complete and an engagement report detailing submissions is attached to this report. A total of four submissions were received and some minor amendments to the policy have been made as a result of feedback received.

This report presents the draft Public Art policy for Council's consideration and adoption.

RECOMMENDATION

That Council:

- 1. Note the findings of the Draft Public Art Policy Engagement Report; and***
- 2. Adopt the Public Art Policy.***

PURPOSE AND BACKGROUND

Public art can form an integral part of the public domain enhancing people's experiences of, and encouraging greater interaction with, public spaces.

This Policy has been drafted to provide a clear and transparent process for assessing and making decisions about the design, placement, and preservation of art in public spaces in the Strathbogie Shire.

The Policy applies to public art acquired and commissioned by Council, and by third parties that are to be donated or transferred to Council and those that will be placed on Council land or maintained by Council.

Part 1 of the policy specifically describes Council's policy position whilst Part 2 details the processes associated with the application of the policy.

Following authorisation at the June 21 Council Meeting the policy was released for public comment and feedback.

9.2.2 Public Art Policy for Adoption (cont.)

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.

Following the release of the draft policy the broader community have had an opportunity to inform the policy and make comment ensuring a clear and transparent process has been followed and that the municipal community have had the opportunity to be engaged in the process.

The submissions received were reviewed and minor amendments were made based on one particular response. The other three responses were broader in nature and referred to the application of the policy, the installation of public art and artistic sensory activities more broadly, not specifically to the policy or to public art by definition.

Each submission received a letter of response from Council, thanking them for their contribution and outlining the next steps regarding the policy adoption.

The application of this Policy will support informed decision making and ensures decisions regarding public art are clear and transparent and in the best interest of the municipal community.

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 draft policy was open for public comment for a four-week period from 12 July-9 August 2022 to ensure it met the needs and expectations of those who have worked hard to drive public art as well as the general community.

The Share Strathbogie page housed the draft policy and provided an avenue for submissions.

Our community was informed through clear, consistent and honest communication using all our communication channels to encourage key stakeholders, community groups and individuals to provide their feedback on the draft policy.

Council used a combination of media releases, social media posts, website content, and information in our weekly newspaper advert explaining how the community could have its say on the draft Policy. Council's tourism Arts and Culture Advisory Group were also provided with an opportunity to contribute to the draft prior to it being presented to Council.

9.2.2 Public Art Policy for Adoption (cont.)

Throughout the consultation period, the Share Strathbogie page received 110 views and a total of four (4) submissions were received.

Stage	Purpose	Goals	Tools and Methods
One	Inform To create awareness	To inform the community the Draft Public Art Policy has been released for public comment. To encourage the communities to provide feedback on the policy itself.	<ul style="list-style-type: none"> • Media release • Social media • Website content • Advertising • Internal communications
Two	Engage To provide information and advice	To provide applicants with the opportunity to provide feedback on the Draft Policy	<ul style="list-style-type: none"> • Share Strathbogie • Media release • Social Media • Website content • Advertising • Internal communications

POLICY CONSIDERATIONS

Council Plans and Policies

2021-2025 Strathbogie Shire Council Plan

Community Vision

The Strathbogie Shire is a region of natural beauty with vibrant communities who are respectful, optimistic and inclusive. We have a strong sense of belonging and of our collective history. We care deeply for Country and First Nations people. We are bold. We embrace opportunities. We welcome you.

- Strategic focus area 1: *Engage. Create. Unite.*
- Strategic focus area 4: *Inclusive. Productive. Balanced.*
- Strategic focus area 5: *Strong. Healthy. Safe.*

Arts and Culture Strategy 2019 – 2023 and Action Plan

Goal One - A connected and vibrant community

To strengthen the strong sense of belonging and community pride, by increasing the opportunities for creative stimulation and connectedness.

Goal Two - A culturally capable community

To increase the capacity of the community to lead and deliver arts and cultural experiences, by supporting opportunities for growth and learning.

Goal Three - A diverse community that recognises, expresses and celebrates creativity and heritage.

9.2.2 Public Art Policy for Adoption (cont.)

To increase levels of appreciation, belonging and equality of opportunity for all people, by supporting creative communities to preserve heritage and foster cultural sustainability.

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 this report.

Council Officers completed the Policy Impact Assessment Tool following the draft development of this Policy and found that the Policy adequately considers and responds to the key areas outlined in the Tool.

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.

There are no legal considerations to consider regarding this report. Any procurement of public art will be consistent with Council's Procurement Policy and any associated guidelines.

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.

In the interest of transparency and open and honest communication with community, it is recommended that this Policy be acknowledged in a public forum providing full disclosure of Council's policy position regarding public art providing community with an opportunity to provide comment and engage on the subject matter.

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 significant financial implications associated with this report. Any costs associated with this report are budgeted for within Council's operating budget and are subject to Council's annual budgetary process.

9.2.2 Public Art Policy for Adoption (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

Public art contributes to the economy of a community. It increases visitor economy through investment in public artists and attracts people to town to view and the public art.

Social

Public art contributes positively to a community through the development of engaging and meaningful public spaces and the creation of conversation regarding the themes captured within the art. Public art can take many forms and can inspire communities adding significant value to health, wellbeing and social outcomes of individuals and the community.

Environmental

There are no significant environmental impacts associated with this report. This policy will be applied in line with existing Council policy and will consider Council's commitment to Sustainable Strathbogie 2030, the Climate Change Action Plan and any other relevant Plans and Strategies.

Climate change

There are no significant climate change impacts associated with this report. This policy will be applied in line with existing Council policy and will consider Council's commitment to Sustainable Strathbogie 2030, the Climate Change Action Plan and any other relevant Plans and Strategies, if appropriate.

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.

Whilst this report considers Strathbogie Shire Council's Public Art Policy specifically, the projects and art works that result from the application of the policy will involve collaboration.

Collaboration will occur with the broader community, artistic networks, Creative Victoria and other municipalities.

HUMAN RIGHTS CONSIDERATIONS

This Policy provides a clear and transparent process for Council's decision making in regard to public art. Public art has the ability to support and enable freedom of expression and participation in public life, two substantive rights in the *Charter of Human Rights and Responsibilities Act 2006*.

9.2.2 Public Art Policy for Adoption (cont.)

CONCLUSION

Council is committed to arts and culture within the Strathbogie Community, public art has been identified as an important element of this.

The Public Art Policy provides a clear and transparent policy position and process for assessing and making decisions about the design, placement, and preservation of art in public spaces in the Strathbogie Shire.

The report asks Council to consider the adoption of the Public Art Policy as attached to this report and note the findings from the Engagement Report.

ATTACHMENTS

Attachment 1: Draft Strathbogie Shire Council Public Art Policy (*separate document*)

Attachment 2: Draft Public Art Policy Engagement Report (*separate document*)

Attachment 3: Draft Public Art Policy Impact Assessment Tool (*separate document*)

9.2.3 Euroa Secondary College - Scholarship Request for 2022, 2023 and 2024

Author: Manager Community and Culture

Responsible Director: Acting Director Community and Planning

EXECUTIVE SUMMARY

Council has received a request from Euroa Secondary School for funds to support a scholarship for three years, 2022, 2023 & 2024.

The Strathbogie Shire Council Scholarship has been awarded to two current Euroa Secondary College Year 7 students, in the form of a \$250 Scholarship for each. The scholarships are given to students who are residents of the Strathbogie Shire and meet criteria based on academic results, participation in extracurricular activities and interest in community involvement. The scholarship is used to assist with the purchase of books and materials for year 8.

A representative from the Strathbogie Shire would be invited to present these awards and address the School Community, as per previous years. Council supported this scholarship from 2019-2021 through a previous agreement of the same nature.

Council has no approved funds for this request in the 2022/23 budget and the request does not meet the eligibility criteria for Council's Sponsorship program.

This report recommends Council decline the request from Euroa Secondary School for \$500 per year to fund two Strathbogie Shire Scholarships of \$250, for three years 2022, 2023 and 2024, notifying the school in writing of this decision.

RECOMMENDATION***That Council:***

- 1. Note the request from the Euroa Secondary School for \$500 per year to fund two Strathbogie Shire Scholarships of \$250, for three years 2022, 2023 and 2024; and***
- 2. Decline the request from Euroa Secondary School for \$500 per year to fund two Strathbogie Shire Scholarships of \$250, for three years 2022, 2023 and 2024 and authorise officers to notify the school in writing of this decision.***
- 3. Note that work with the Euroa Secondary College, through Council's Youth Development Officer, will continue to identify ways to collaboratively strengthen Council's youth service provision and activities delivered through the school for the benefit of young people across Strathbogie Shire.***

9.2.3 Euroa Secondary College - Scholarship Request for 2022, 2023 and 2024 (cont.)

PURPOSE AND BACKGROUND

The Strathbogie Shire Council Scholarship has been awarded to two current Euroa Secondary College Year 7 students, in the form of a \$250 Scholarship for each student since 2014. At the 17 December 2019 Council meeting, a formalised three-year agreement for 2019, 2020 and 2021 was endorsed. Prior to this agreement, the scholarship funding was granted on an annual arrangement.

The scholarships are awarded to two current Year 7 students who are residents of the Strathbogie Shire. The criteria for awarding the scholarships is based on academic results, participation in extracurricular activities and interest in community involvement. The scholarship is used to assist with the purchase of books and materials for year 8.

The Awards night takes place in December and a representative from Council is invited to attend and present the Scholarships.

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.

When assessed against Council's eligibility criteria under Council's Sponsorship program, this request is deemed ineligible as it is not considered an event that benefits the broader community. The Sponsorship Program provides funding opportunities for events within the Shire that:

- Promote community engagement and participation,
- Support gender equality and social inclusion and improve accessibility,
- Contribute to building healthy and vibrant communities, and
- Increase economic development, tourism and the visitor economy.

Furthermore, it comes from a State Government Education provider who receives funding from the State Government to deliver a secondary school service and, as such, is not consistent with Council's Community Funding and Investment Policy.

Council has no approved funds for this request in the 2022/23 budget.

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.

No engagement has been completed regarding this report.

POLICY CONSIDERATIONS

Council Plans and Policies

This report does not align with the Council Plan objectives or Community Vision.

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.

9.2.3 Euroa Secondary College - Scholarship Request for 2022, 2023 and 2024 (cont.)

It should also be noted that the Euroa Secondary College is considered an education provider, funded by the State Government for the provision of secondary school education.

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.

There are no legal implications associated with this report.

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 is presented to Council in a Council meeting open to the public, ensuring that the municipal community are aware of matters and decisions being put to Council ensuring transparency.

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.

Council has no approved funds for this request in the 2022/23 budget and the request is not eligible through Council's Sponsorship program as it does not meet the eligibility criteria.

The value of the request is for a commitment of \$500 for three years from 2022-2024, inclusive, totalling \$1500.

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

There are no economic benefits associated with the is report.

Social

The scholarship is partially determined by community involvement. Whilst this is broad, it could be implied that the young people who are awarded the scholarship may be more likely to contribute to social outcomes in future generations.

9.2.3 Euroa Secondary College - Scholarship Request for 2022, 2023 and 2024 (cont.)

Environmental

There are no environmental implications associated with this report.

Climate change

There are no climate change impacts associated with this report.

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 request is for a three-year partnership between Council and the Euroa Secondary College.

HUMAN RIGHTS CONSIDERATIONS

There are no human rights considerations associated with this report.

CONCLUSION

Council received a request from Euroa Secondary School for funds to support a scholarship for three years, 2022, 2023 & 2024.

The Strathbogie Shire Council Scholarship has been awarded to two current Euroa Secondary College Year 7 students, in the form of a \$250 Scholarship, for each for the past eight years.

The Scholarships have been awarded to students who are residents of the Strathbogie Shire and has criteria based on academic results, participation in extracurricular activities and interest in community involvement.

Following thorough consideration of the matter, this report recommends Council decline the request and notify the school in writing.

9.2.4 **Christmas Decorations Grant 2022**

Author: Community Development Officer

Responsible Director: Acting Director Community and Planning

EXECUTIVE SUMMARY

Strathbogie Shire Council's Christmas Decorations Grant opened on 1 July 2022 and closed on 1 August 2022 for submissions. The objective of the Christmas Decorations funding program is to provide towns in Strathbogie Shire the opportunity to decorate their main street and/or public space to celebrate the Christmas season.

The total budget allocation for the 2022 Christmas Decorations Grant Program is \$30,000. Grants are available for up to \$5,000 per township, multiple submissions may be considered if within the \$5,000 township allocation and the submissions are complimentary, however groups in the same town are encouraged to work with one another.

Six (6) submissions were received for a total amount of \$26,300.

Council Officers followed up with each applicant requesting additional information, quotes, and risk assessments. Applicants were provided an additional week to resubmit the required documentation for consideration.

Four (4) submissions from the towns of Avenel, Euroa, Longwood, and Nagambie are all recommended for approval.

Two (2) submissions were not recommended for funding; the Euroa Chamber of Business and Commerce who could not provide a quote or identify a service provider to undertake the works, and Violet Town Community House due to significant safety concerns. No submissions were received from the township of Strathbogie.

RECOMMENDATION

That Council:

1. ***Approve funding from the Christmas Decorations Grant Program budget to four projects for the total sum of \$16,300 as per the below;***

<u>Project/Applicant</u>	<u>Funding requested</u>
<i>Lighting up Jubilee Park / Jubilee Park CoM</i>	<i>\$5,000</i>
<i>Festive Banners / Euroa Lions Club</i>	<i>\$1,300</i>
<i>Light Trail / Longwood Community Centre CoM</i>	<i>\$5,000</i>
<i>Wreaths and Street Decorations / Go Nagambie</i>	<i>\$5,000</i>

PURPOSE AND BACKGROUND

The objective of the Christmas Decorations Grant Funding is to provide an opportunity for Community Groups to purchase and install outdoor Christmas decorations such as lighting, Christmas trees, feature decorations, signage, banners and/or decorations that provide sensory experiences.

9.2.4 Christmas Decorations Grant 2022 (cont.)

Funded projects must be able to demonstrate community support, have a clear scope and address safety and risk issues. Consideration of the ongoing storage, proposed lifespan of the decorations and financial management was to be addressed in the submissions. A maximum of \$5,000 per township can be applied for, and multiple submissions may be considered if they are complementary and within the \$5000 township allocation. However, Groups within the same town are encouraged to work together on a joint submission.

Eligible towns for the funding program were based on whether they had a main streetscape, these were listed in the Funding Guidelines as per the below:

- Euroa
- Avenel
- Longwood
- Nagambie
- Strathbogie
- Violet Town

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.

A total of six (6) submissions were received for the 2022 Christmas Decorations Grant Program, with a total funding amount requested of \$26,300.

The six (6) submissions received were from:

- Avenel Jubilee Park Committee of Management
- Euroa Chamber of Business and Commerce
- Euroa Lions Club
- Longwood Community Centre Committee of Management
- Go Nagambie
- Violet Town Community House

All submissions were required complete a submission in Smarty Grants and they were required to provide a comprehensive risk assessment and quotes.

All submissions were assessed by an assessment panel, comprising of the:

- Executive Manager Communications and Planning
- Manager Community and Culture
- Manager Operations

The Panel assessed each submission using the below criteria:

- Alignment with the objectives of the grant program,
- Alignment with the objectives of the Council Plan,
- Demonstrated community involvement and participation,
- Addresses community safety and risk issues,
- Clearly identified project scope, location, and outcomes, and
- Clearly defined implementation, storage, and maintenance plan.

9.2.4 Christmas Decorations Grant 2022 (cont.)

Council Officers followed up with the applicants requesting additional information, quotes, and risk assessments. Applicants were provided an additional week to resubmit the required documentation for consideration.

Following assessment, four (4) submissions from the towns of Avenel (Jubilee Park Committee of Management), Euroa (Euroa Lions Club), Longwood (Longwood Community Centre Committee of Management), and Nagambie (Go Nagambie) are all recommended for approval as detailed in Table 1 below.

Two submissions were not recommended for funding from Euroa (Euroa Chamber of Business and Commerce) and Violet Town (Violet Town Community House) as detailed in Table 2 below.

Table 1 Summary of the projects **recommended** for funding:

Township	Applicant	Project Description	Amount Requested	Recommended Funding Amount
Avenel	Jubilee Park Committee of Management	Lighting up Jubilee Park and its heritage buildings	\$5,000	\$5,000
Euroa	Lions Euroa Club	Festive Banners for Lions Park Euroa	\$1,300	\$1,300
Longwood	Longwood Community Centre Committee of Management	Light Trail. Installation of stand-alone structures and decorations incorporating fairy lights in the pub paddock.	\$5,000	\$5,000
Nagambie	Go Nagambie	Wreaths for the doors of businesses along High St and street decorations.	\$5,000	\$5,000
Total Investment Recommended				\$16, 300

Table 2: Summary of Projects **not recommended** for funding

Township	Applicant	Project Description	Amount Requested	Comment
Violet Town	Violet Town Community House	Decorations located in the trees on the Cowslip St median strip.	\$5,000	Safety concerns relating to installation and decommissioning
Euroa	Euroa Chamber of Business and Commerce	Installation of already acquired decorations onto light poles and lighting in trees.	\$5,000	Quote or service provider details not provided

The Euroa Chamber of Business and Commerce could not engage a suitably qualified tradesperson willing to carry out the installation on pole infrastructure within the CBD of Euroa, this was mainly due to the issues around organising a traffic management plan and the general difficulty of the installation task, therefore no quotes were supplied with the submission.

9.2.4 Christmas Decorations Grant 2022 (cont.)

The submission received from the Violet Town Community House was not recommended due to several risk and safety concerns. These concerns centre around safety and risk to community, as follows:

- large decorations hanging in trees over the roadway in Cowslip Street (VicRoads Road- no approval from VicRoads),
- installation of the decorations by community members on a ladder in the median strip without a suitable traffic management plan,
- no safety assessment of the trees by a qualified arborist, and
- no technical specifications for the decorations or the fasteners to be used .

Attachment 1 provides further detail of the proposed 2022 Christmas Decorations Grant – Submissions Recommended for funding. Attachment 2 provides details of the projects not recommended 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.

A communications and engagement plan was completed for the 2022 Christmas Decorations Grant Program which focused on promoting the program widely to all community groups in Strathbogie Shire.

The community was informed about the Grants Program through website content, a media release, social media, and emails to community groups. Promotion of the program began in late June with the grant round opening on 1 July and closing 1 August 2022.

POLICY CONSIDERATIONS

Council Plans and Policies

Council Plan 2021-2025

Strategic Focus Area 1: Engage. Create. Unite.

- We create welcoming spaces where people can connect

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.

There are no legal implications associated with this report.

However, it is important to note that funds are being provided for projects where occupational health and safety, and community safety is an important consideration and compliance with any relevant Acts and Legislation is required.

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.

9.2.4 Christmas Decorations Grant 2022 (cont.)

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 the community, this report along with attachments is released to the public providing an understanding of the assessment process and outcomes of the funding program.

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 allocated budget of \$30,000 for the Christmas Decorations Grant Funding Program was approved as per Council's annual budgetary process.

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.

There are no significant sustainability considerations associated with this report.

Economic

The distribution of funds through the 2022 Christmas Decorations Grant Funding Program will greatly assist community groups to decorate their townships during the festive season utilising funds on offer for the first time. These projects will provide a sense of community pride and promote participation and engagement which will have a positive impact on the Shire's economy.

Social

The delivery of these projects by community groups will build a sense of community pride and promote participation and engagement in the local community.

Environmental

A requirement of the funding program is that any decorations are reusable, for more than one Christmas season. There are no other environmental implications associated with this report.

Climate change

There are no climate change implications associated with this report.

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.

Council will review the success of the program and consider funding for 2023/2024, as this is the first time the grant program has been offered.

9.2.4 Christmas Decorations Grant 2022 (cont.)

HUMAN RIGHTS CONSIDERATIONS

The celebration of Christmas is a religious celebration. The Charter of Human Rights details specifically the right to freedom of expression, cultural rights and religion.

CONCLUSION

This report provides an overview of Strathbogie Shire Council's Christmas decorations Grant Funding Program for 2022. It details the submissions received, the assessment process and recommends four projects for funding in four (4) of the six (6) eligible towns.

ATTACHMENTS

Attachment 1: 2022 Christmas Decoration Grant Program – Submissions Recommended for funding (*separate document – includes Attachments 1 and 2*)

Attachment 2: 2022 Christmas Decoration Grant Program – Submissions Not Recommended for funding

9.2.5 Municipal Building Control Intervention Policy

Author: Manager Community Safety

Responsible Director: Acting Director Community and Planning

EXECUTIVE SUMMARY

The Municipal Building Control Intervention Policy sets out how and when Council and its Municipal Building Surveyor will respond to building control matters where:

- a private building surveyor has been appointed and is responsible to carry out functions under the Act, and
- when matters will be referred to the Victorian Building Authority and/or Building Practitioners Board for their administration and enforcement of the Building Act 1993.

Council adopted its Municipal Building Control Intervention Policy in February 2021. The Policy is required to be reviewed on an annual basis. This report provides a summary of the required annual review of this Policy.

A review of the policy has identified no required changes to be made to this policy.

RECOMMENDATION

That Council:

1. ***Notes the annual review of the Municipal Building Control Intervention Policy; and***
2. ***Notes there have been no changes made to this policy.***

PURPOSE AND BACKGROUND

The Building Act 1993 outlines the responsibilities of Council in the intervention of building works not in accordance with the legislation. These responsibilities not only reduce unnecessary risk to council, but also ensure that all matters reported to council are investigated in a timely manner and where appropriate reported to the relevant bodies.

It is also designed to deter wayward practitioners by the threat of referral to the appropriate Building Authority being the Building Practitioners Board or the Victorian Building Authority.

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 policy ensures that intervention occurs at an appropriate time, and that the relevant actions are taken in a timely manner to act on any complaint and make the relevant reports to the appropriate bodies.

9.2.5 Municipal Building Control Intervention Policy (cont.)

It also provides Council with the ability to intervene using the powers set out in the Building Act 1993 or to seek voluntary compliance.

This policy was adopted in 2021 and this report is to seek a review of the adopted policy.

There have been no changes made to this policy.

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 engagement has not occurred during the review of this policy as the actions detailed in the policy are statutory driven without the ability for negotiation or change.

POLICY CONSIDERATIONS

Council Plans and Policies

Council's Municipal Building Control Intervention Policy is in accordance with Strategic focus area 6: Accountable. Transparent. Responsible of the 2021/25 Council Plan. The policy ensures good governance and accountability in decision making.

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.

It is a key requirement under the Local Government Act 2020 that council must develop and maintain a Municipal Building Control Intervention Policy.

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 policy will ensure decision making is in accordance with the following:

- Building Act 1993
- Building Regulations 2018

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.

9.2.5 Municipal Building Control Intervention Policy (cont.)

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 seeking approval of the adopted policy review is being discussed in a Council meeting that is open to the public. The policy is based entirely on statutory requirements.

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.

There are no Economic, Social or Environmental considerations to factor into this report as the policy relates entirely to the enforcement of state legislation.

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.

This policy ensures continuous improvement and includes regular reviews.

HUMAN RIGHTS CONSIDERATIONS

The Municipal Building Control Intervention Policy is consistent with the Human Rights Charter, in particular, by promoting the rights of members of the community to take part in public life.

CONCLUSION

That council note the annual review of its' Municipal Building Control Intervention Policy and that no changes have been made as part of the review.

ATTACHMENTS

Attachment 1 - Strathbogie Shire Council Municipal Building Control Intervention Policy (*separate document*)

Attachment 2 - Strathbogie Shire Council Municipal Building Control Intervention Policy - Policy Impact Assessment Tool (*separate document*)

9.3 INFRASTRUCTURE

9.3.1 Contract Variation CN19/20-44: Mullers Road - Road Reconstruction ~ Stage 2

Author: Manager Projects Delivery, Senior Project Officer

Responsible Director: Director Sustainable Infrastructure

EXECUTIVE SUMMARY

Re-construction of Mullers Stage 2 road has been integrated into Strathbogie Shire Capital Work Program for the Financial Year 2022-23, being the second segment of Mullers Road scheduled for reconstruction having completed the reconstruction of a 4km segment of the road under Stage-1 contract.

At the February 2021 Council Meeting, Council approved to award Contract No 19/20-44 for Mullers Road Reconstruction Stage-2 to Bitu-mill (Civil) Pty Ltd, after emerging as the preferred tenderer following a competitive tender process. The lumpsum contract was awarded for a total sum of \$505,987.63 plus GST.

Accordingly, the contract was awarded and Contract Agreement fully executed on 26/07/2021. However, construction work has yet to commence due to delays arising from Cultural Heritage Management Plan (CHMP) and Planning Permits to remove the impacted trees. Although CHMP approval has now been obtained since July 2022, the permit application presented to the 14 December 2021 Council meeting to grant the removal of the impacted trees was deferred. Consequently, Council undertook a redesign of the work within the constraints of retaining the trees while striving to meet the objectives of the road upgrade works.

Therefore, time delay of more than 13 months due to issues enumerated above, coupled with design changes which includes new drainage components, additional fill materials and specification of higher grade of safety guard rails, have collectively resulted in a significant cost increase. Should this variation be approved, the new contract value would be \$689,285.74 plus GST, an increase of \$183,298.11 or 36.23% of the initial value.

RECOMMENDATION

That Council approve the variation of \$183,298.11 to Contract No 19/20-44 Mullers Road – Road Reconstruction Stage-2, from the original amount of \$505,987.63 + GST to \$689,285.74 + GST to carry out the required works.

PURPOSE AND BACKGROUND

This report seeks Council approval for a variation to Contract No 19/220-44 – Mullers Road – Road Reconstruction Stage 2 by the sum of \$183,298.11 +GST (36.23%), as required due to time lapse between award, and due to additional works resulting from redesign.

An upgrade of Mullers Road was considered necessary to improve safety of road users and to expand its capacity for future traffic growth forecasted. The budget allocated for Mullers Road Stage-2 work has been carried over into Council's 2022/23 Capital Works Program.

9.3.1 Contract Variation CN19/20-44: Mullers Road - Road Reconstruction ~ Stage 2 (cont.)

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.

Re-construction of Mullers Stage 2 road has been integrated into Strathbogie Shire Capital Work Program for the Financial Year 2022-23, being the second segment of Mullers Road scheduled for reconstruction having completed the reconstruction of a 4km segment of the road under Stage-1 contract.

At the February 2021 Council Meeting, Council approved to award Contract No 19/20-44 for Mullers Road Reconstruction Stage-2 to Bitu-mill (Civil) Pty Ltd, after emerging as the preferred tenderer following a competitive tender process. The lumpsum contract was awarded for a total sum of \$505,987.63 plus GST.

However, due to a range of factors construction work has yet to commence resulting in cost escalations as follows:

- The length of time taken to complete the Cultural Heritage Management Report (CHMP) process due to COVID-19 restrictions and lockdowns in Victoria. A CHMP was finalised in July 2022,
- The delays associated with the application to obtain Planning Permit to remove impacted trees, which was deferred by Council at the 14 December 2021 Council Meeting,
Due to this deferral, additional design costs to redesign the road segment with a view to retaining the trees within the upgrade objectives were undertaken. The revised design resulted in minor reduction in road width, additional road base filling to enable adequate drainage around trees, introduction of open concrete drainage at some sections and change of safety guard rails around the trees to a higher grade. These changes have consequently added to the project cost.
- Construction materials cost escalations and supply chain issues associated with COVID-19 impacts.

VARIATION DETAILS

Details of variation to construction contract are as summarised below:

Table 1: Breakdown of Variation Cost

SN	Description	Value (Excl GST)
A	Original Contract Value (Council Approved)	505,987.63
B	General Cost Increase due to time delay	74,356.36
C	Cost of additional materials due to design change	108,941.75
D	Total Variation (B + C)	183,298.11
	Percentage Increase	36.23%
E	New Contract Value (A + D) (Excl GST)	689,285.74
F	New Contract Value (Including GST)	758,214.31

9.3.1 Contract Variation CN19/20-44: Mullers Road - Road Reconstruction ~ Stage 2 (cont.)

The alternative option to variation cost would be to terminate Contract No 19-20-44, and thereby discontinue the work and keep maintaining the road in its existing condition. This option would result in Council being liable to paying applicable penalties to Bitu-mill for early contract termination. Accepting the variation is therefore in the best interest of Council as it represents the best value outcome. Council approved budget for this Work in FY 2022-23 is \$571,000.00, therefore an offset of \$187,214.31 is required to complete the Work.

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.

No community consultation has been undertaken, as this report relates to contractual matters between the appointed contractor and Council.

POLICY CONSIDERATIONS

Council Plans and Policies

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.

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

Under Council's Procurement Policy, this variation request requires the consideration and any subsequent approval via a Council resolution.

Conflicts 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.

9.3.1 Contract Variation CN19/20-44: Mullers Road - Road Reconstruction ~ Stage 2 (cont.)

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.

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, and
- 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.

Council approved budget for this Work in FY 2022-23 is \$571,000.00, therefore an offset of \$187,214.31 is required to complete the Work.

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 recommendation has no significant negative economic implications for Council or the broader community.

Social

The recommendation has no significant negative social implications for Council or the broader community.

Environmental

The recommendation has no significant negative environmental or amenity implications for Council or the broader community.

Climate Change

The recommendation has no significant negative environmental or amenity implications for Council or the broader community.

9.3.1 Contract Variation CN19/20-44: Mullers Road - Road Reconstruction ~ Stage 2 (cont.)

INNOVATION AND CONTINUOUS IMPROVMENT

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

Upgrade work proposed at Mullers Road Nagambie will ensure safety and promote social interaction across communities within the shire, this would in turn enhance innovation within our shire.

HUMAN RIGHTS CONSIDERATIONS

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

CONCLUSION

Following the tender evaluation process, Council awarded tender CN19/20-44 Contract No 19/20-44 – *Mullers Road – Road Reconstruction – Stage 2* to Bitu-mill (Civil) Pty Ltd. The contract was executed in accordance with Council's Contract Management Guidelines and Procurement Policy. Additional costs emanating from conditions discussed in this report are considered necessary to ensure the success of the project. It is proposed that Council endorse the recommendation to undertake a variation of the contract to accommodate the necessary works discussed in this report to complete these works.

9.3.2 Contract Variation CN21/22-13: Design and Construction of Nagambie Water Splash Park

Author: Manager Projects Delivery, Senior Project Officer

Responsible Director: Director Sustainable Infrastructure

EXECUTIVE SUMMARY

Nagambie Water Splash Park currently being developed at Buckley Park location in Nagambie is one of the key projects Council has pledged to deliver this financial year. It is anticipated that, the park when completed and open for public use, would further promote healthy living of Nagambie residents by means of outdoor recreation and boost tourism in the region.

At the October 2021 Council Meeting, Council approved to award Contract No 21/22-13 Design and Construction of Nagambie Water Splash Park to Exco Construct Pty Ltd, after emerging as the preferred tenderer following a competitive tender process. The lumpsum contract was awarded for a total sum of \$849,410.00 plus GST.

Accordingly, the contract was awarded, and Contract Agreement fully executed on 01/03/2022. Construction has progressed over 75% with an expected completion date of 30 November 2022.

However, work scope has been expanded post contract award to ensure that the facility is fit for purpose at completion, thereby resulting in cost variation to contract. Should this variation be approved, the new contract value would be \$956,976.24 plus GST, an increase of \$107,566.24 or 12.7% of the initial contract value.

RECOMMENDATION

That Council approve the variation to Contract No 21/22-13 – Design and Construction of Nagambie Water Splash Park, from the original amount of \$849,410.00 + GST to \$956,976.24 + GST to carry out additional works required to complete the project.

PURPOSE AND BACKGROUND

This report seeks Council approval for a variation to Contract No 21/22-13 – Design and Construction of Nagambie Water Splash Park by the sum of \$107,566.24 +GST (12.7%), to carry out additional works required to complete the project.

ISSUES, OPTIONS AND DISCUSSION

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.

The project has an allocated budget carried into FY 2022/23 Capital Works Program. Work is currently more than 75% completed with an expected completion date of 30 November 2022.

9.3.2 Contract Variation CN21/22-13: Design and Construction of Nagambie Water Splash Park (cont.)

To meet the project objectives, additional works requiring cost variations to contract are as outlined below:

- Replacement of water splash unit from TOT Heron/Emu Spray to Dolphin Spray. Cost included redesign of the splash pad to suit change. The variation cost of \$6,126.51 + GST was approved under delegation as VQR02 to contract,
- Adjustment in cost to Provisional Sum items in contract, including Plant Room Equipment, Hydraulic Works including extra tanks, Electrical work and downward cost variation for Rubberoc., and
- Addition to scope of two new sets of LED lighting at car park area to improve visibility at night.

VARIATION DETAILS

Details of variation to contract are as summarised below:

Table 1: Breakdown of Variation Cost

S/N	Description	Remove	Add	Value (Excl GST)
A	Original Contract Value			\$849,410.00
	Variation Approved Under Delegation			
B	VQR-02: Replacement of Water Splash Unit (Ref Doc 776508)		\$6,126.51	\$6,126.51
	Variation Awaiting Council Approval			
C	Plant Room Equipment	\$6,000.00	\$99,456.46	\$93,456.46
D	Hydraulics (Including Balance Tank)	\$14,000.00	\$36,246.36	\$22,246.36
E	Electrical Works	\$19,000.00	\$19,109.00	\$109.00
F	Robberoc – (Credit to Council)	\$90,000.00	\$50,263.64	(\$39,736.36)
G	Two new sets of LED lighting at car park area	Nil	\$12,133.00	\$12,133.00
H	Sub-Total (C to G above)			\$88,208.46
J	Profit of Attendance for Provisional Items (15%)			\$13,231.27
K	VQR-03: Variation Awaiting Approval (Excl GST)			\$101,439.73
L	Cumulative Variation (B+H) (Excl GST)			\$107,566.24
M	Percentage Increase			12.66%
N	New Contract Value (Excl GST)			\$956,976.24

Alternatively, these variations could be undertaken after completing the approved scope of work. However, this option would be more expensive and cause delays as the facility cannot be certified for operation until all associated fixtures have been put in place. Accepting the Variation Request is therefore in the best interest of Council as it represents the best value outcome.

9.3.2 Contract Variation CN21/22-13: Design and Construction of Nagambie Water Splash Park (cont.)

In addition, the revised Contract sum of \$956,976.24 if approved, is within the \$1,000,000 budget allocated for the project, therefore no budget offset is required.

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.

No community consultation has been undertaken, as this report relates to contractual matters between the appointed contractor and Council.

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.

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

Under Council's Procurement Policy, this variation request requires the consideration and any subsequent approval via a Council resolution.

Conflicts 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.

9.3.2 Contract Variation CN21/22-13: Design and Construction of Nagambie Water Splash Park (cont.)

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.

The revised Contract sum of \$956,976.24 if approved, is within the \$1,000,000 budget allocated for the project, therefore no budget offset is 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

The recommendation has no significant negative economic implications for Council or the broader community.

Social

The recommendation has no significant negative social implications for Council or the broader community.

Nagambie Splash Park project provides for free and inclusive *water play* activity that caters to all ages and abilities. Overall, *the splash park can benefit* community both *socially (bringing people together) and economically*

Environmental

The recommendation has no significant negative environmental or amenity implications for Council or the broader community.

Splash Parks can help cool the neighbourhood and reduce heat stress for residents.

9.3.2 Contract Variation CN21/22-13: Design and Construction of Nagambie Water Splash Park (cont.)

Climate Change

The recommendation has no significant negative environmental or amenity implications for Council or the broader community.

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

Following the tender evaluation process, Council awarded tender Contract No 21/22-13 – Design and Construction of Nagambie Water Splash Park to Exco Construct Pty Ltd. The contract was executed in accordance with Council's Contract Management Guidelines and Procurement Policy. Additional costs emanating from conditions discussed in this report are considered necessary to ensure the success of the project. Officer propose that undertaking a variation of the contract to accommodate the necessary works will deliver best value outcomes for the community.

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

Author: Manager Projects

Responsible Directors: Director Community & Planning / Director Sustainable Infrastructure

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 September 2022. 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;***
- 2. Contracts and purchases awarded under delegated authority by Director, and***
- 3. Contracts and purchases 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 is tabled for information purposes at each Council Meeting. The report details all 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 and business operations.

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 \$50,000 for Works
- A Manager – award a contract up to the value of \$15,000 for Goods and Services and \$15,000 for Works.

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

Tendered Contracts Awarded Under Delegated Authority by CEO

Contract No.	CN 21/22-38
Contract Name	<i>Rural Residential & Rural Land Use Strategy</i>
Contract Details	Lump sum contract
Value Including GST	\$136,935.70
Awarded to	RM Consulting
Scheduled Commencement	September 2022
Scheduled Completion Date	February 2023

Contracts awarded under delegated authority by a Director

Contract No.	RFQ
Contract Name	<i>Euroa Streetscape Seating</i>
Contract Details	Lump Sum Contract
Value Including GST	\$36,960.00
Awarded to	SA Tobin & SM Tobin
Scheduled Commencement	31/08/2022
Scheduled Completion Date	31/10/2022

Contracts awarded under delegated authority by Manager

Contract No.	RFQ
Contract Name	<i>Construction New Chemical Storage Shed Nagambie Swimming Pool</i>
Contract Details	Lump sum contract
Value Including GST	\$16,003.00
Awarded to	All Sheds (Shepparton)
Scheduled Commencement	01/08/2022
Scheduled Completion Date	30/10/2022

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

Contract No.	RFQ
Contract Name	<i>Road Edge Corrections – Asphalt Works</i>
Contract Details	Lump sum contract
Value Including GST	\$18,060.00
Awarded to	Cleaves Earthmoving & Drainage Pty Ltd
Scheduled Commencement	17/08/2022
Scheduled Completion Date	31/ 08/2022

Contract No.	RFQ
Contract Name	<i>Euroa Binney Street Correction Works – Asphalt Works</i>
Contract Details	Lump sum contract
Value Including GST	\$8,360.00
Awarded to	Cleaves Earthmoving & Drainage Pty Ltd
Scheduled Commencement	29/08/2022
Scheduled Completion Date	15/09/2022

Contract No.	RFQ
Contract Name	<i>Demolition of Chemical Storage Shed Nagambie Swimming Pool</i>
Contract Details	Lump Sum Contract
Value Including GST	2,640
Awarded to	Sevens Creek Excavation
Scheduled Commencement	20/07/2022
Scheduled Completion Date	23/08/2022

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

Contract No.	RFQ
Contract Name	<i>Install Platypus Steps at Violet Town Pool</i>
Contract Details	Lump Sum Contract
Value Including GST	\$ 9,790.00
Awarded to	Paramobility
Scheduled Commencement	18/07/2022
Scheduled Completion Date	30/09/2022

Contract No.	RFQ
Contract Name	<i>Irrigation Avenel Swimming Pool</i>
Contract Details	Lump Sum Contract
Value Including GST	\$ 15,961.00
Awarded to	Kialla Lawn & Garden
Scheduled Commencement	24/08/2022
Scheduled Completion Date	30/11/2022

Contract No.	RFQ
Contract Name	<i>Footpath Repairs Campbell Street Euroa</i>
Contract Details	Lump Sum Contract
Value Including GST	\$9,185.00
Awarded to	Spot on Concrete
Scheduled Commencement	26/08/2022
Scheduled Completion Date	26/12/2022

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

Contract No.	RFQ
Contract Name	<i>Footpath Works Hart Street Euroa</i>
Contract Details	Lump Sum Contract
Value Including GST	\$17,190.50
Awarded to	Spot on Concrete
Scheduled Commencement	26/08/2022
Scheduled Completion Date	26/12/2022

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.

Community Implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community.

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 2022/23 budget.

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

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.

Climate Change

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 to 31 August 2022.

9.4 **CORPORATE**

9.4.1 **Instruments of Appointment and Authorisation Updates**

- **S11A Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)**

- **S11B Instrument of Appointment and Authorisation (*Environment Protection Act 2017*)**

Author: Director Community & Planning

Responsible Director: Chief Executive Officer

EXECUTIVE SUMMARY

Following recent appointments to vacant positions and updates to position titles several changes are required to be made to the following instruments:

- S11A Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*;
- S11B Instrument of Appointment and Authorisation (*Environment Protection Act 2017*).

The amended authorisations, once approved by Council, will remain in force until the next Delegations and Authorisations update is prepared or following staff position title change/s, and / or staff changes.

RECOMMENDATION

That in the exercise of the powers conferred by section 224 of the Local Government Act 1989 (the Act) and the other legislation referred to in the attached instruments of appointment and authorisation (Planning and Environment Act 1987 and instrument of appointment and authorization (Environment Protection Act 2017) (the instruments), Strathbogie Shire Council (Council) resolves that –

- 1. There be delegated to the person holding the position, or acting in or performing the duties of the members of Council staff referred to in the instruments be appointed and authorised as set out in the instruments;***
- 2. The instruments be signed and sealed by Council under the Strathbogie Shire Council Local Law No.1 – Use of the Common Seal;***
- 3. The instruments come into force immediately the common seal of Council is affixed to the instruments and remains in force until Council determines to vary or revoke it;***
- 4. On the coming into force of the instrument all previous delegations to members of staff for the purpose of planning and environment and environmental protection are revoked; and***
- 5. The duties and functions set out in the instruments must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.***

9.4.1 Instruments of Appointment and Authorisation Updates

- S11A Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

- S11B Instrument of Appointment and Authorisation (*Environment Protection Act 2017*) (cont.)

PURPOSE AND BACKGROUND

There is a basic distinction between a delegation and an appointment to authorise an officer. A delegate acts on behalf of the Council, exercising the Council's powers. In contrast, a person who is appointed to a position has the authority to exercise the powers of that position directly from the enabling legislation.

Appointments identify the office to which the person is being authorised to exercise the powers legislation provides to it.

Authorisations also allow the relevant officers of Council to generally institute proceedings for offences against Acts and regulations as Authorised Officers under the various Act/s.

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 main reason this report is required is for the following reasons:

- A number of vacant positions have been filled,
- A slight organisational structure realignment resulted in a change of portfolio area responsibilities, and
- To accurately reflect position titles.

It is vital that the Instruments be updated to reflect the names and position titles of the officers that are to hold authority under a range of legislation.

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.

Given that the instruments of authorisation are internal documents responding to a legislative requirement community engagement is not considered necessary.

POLICY CONSIDERATIONS

Council Plans and Policies

Efficient and effective decision making, as provided through this instrument of delegation is consistent with Strategic Focus Area 6 – Accountable. Transparent. Responsible, including the following strategies outlined in the Council Plan:

- As a Council we will:
- Achieve the highest level of good governance across the organisation and as an elected Council, and
- Maximise public transparency and accountability around our performance and decision making processes.

9.4.1 Instruments of Appointment and Authorisation Updates

- S11A Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

- S11B Instrument of Appointment and Authorisation (*Environment Protection Act 2017*) (cont.)

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.

The authorisation of officers enables them to work with other agencies to ensure compliance with legislation, particularly the *Planning and Environment Act 1987* and adherence to local laws and powers under the *Domestic Animals Act 1994*.

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.

Failure to keep the authorisation instruments up to date can potentially impact on the enforcement of legislation and jeopardises Council's compliance with its legal obligations.

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.

By considering this report the community becomes aware of some structures that Council has in place to manage public safety and authorised officers capable of administering various pieces of legislation.

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 negative financial implications associated with this report.

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.

There are no significant sustainability impacts arising from the updating of this instrument.

- 9.4.1 Instruments of Appointment and Authorisation Updates
- S11A Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)
- S11B Instrument of Appointment and Authorisation (*Environment Protection Act 2017*) (cont.)

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.

Updating the instrument of delegation ensures that efficient decision making can be made on a day-to-day basis via the Administration.

HUMAN RIGHTS CONSIDERATIONS

It is considered that the updating of this Instrument of Delegation has no material impacts on the *Charter of Human Rights and Responsibilities*.

CONCLUSION

The endorsement and sealing of instruments of authorisation enables Council to fulfil its obligations in relation to a number of public safety matters and the enforcement of various pieces of legislation.

ATTACHMENTS

Attachment 1: S11A Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*) (separate document)

Attachment 2: S11B Instrument of Appointment and Authorisation (*Environment Protection Act 2017*) (separate document)

9.4.2 Memorandum of Understanding – Governance Structures to Deliver the Rural Councils Transformation Project Grant

Author: Director People & Governance

Responsible Director: Chief Executive Officer

EXECUTIVE SUMMARY

At its November 2021 meeting Council resolved to approve participation, with a grouping of councils, in an application for funding under the Victorian Government's Rural Council Transformation Program (RCTP) entitled '*Lifting Service Performance Through Shared Technology and Collaboration*'.

The funding application outlined a collaboration between Mansfield Shire Council (as the lead Council), the Rural City of Benalla, Murrindindi Shire Council and Strathbogie Shire Councils to procure new information technology systems and re-engineer internal processes to maximise service delivery efficiency.

On 18 May 2022 Minister Shaun Leane wrote to Cr James Tehan, Mayor Mansfield Shire Council, informing councils that the funding application had been successful.

The Department of Jobs, Precincts and Regions is providing the four councils with a combined \$1 million over a two-year period. This funding is augmented by equal contributions from each council totalling \$1.4458 million over the same timeframe. It is noted that all four Councils have committed to a three-year project, with Year 3 being self funded, to procure new systems relating to:

- Records management
- Finance systems (including customer, property and rating functions)
- Council agenda management
- Planning, building and regulatory services.

Following discussions with councils that participated in Round 1 of the RCTP funding stream, it was decided that a Memorandum of Understanding (MOU) was required to define governance structures to meet the terms of the funding agreement, including reporting and acquittal of funds to the Department. The MOU is also designed to provide a clear decision making and reporting structure to deliver this project.

The MOU has now been drafted. The purpose of this report is to provide Council and the community with an update on the granting of the RCTP funding, along with the work that has been undertaken to ensure the project's success through the noting of the MOU.

RECOMMENDATION

That Council note the:

1. ***Receipt of a grant of \$1 million for the Rural Council Transformation Program (RCTP) entitled '*Lifting Service Performance Through Shared Technology and Collaboration* project from the Department of Jobs, Precincts and Regions.***

9.4.2 Memorandum of Understanding – Governance Structures to Deliver the Rural Councils Transformation Project Grant (cont.)

RECOMMENDATION (cont.)

2. ***Draft Memorandum of Understanding between Mansfield Shire Council (the lead Council), Rural City of Benalla, Murrindindi Shire Council and Strathbogie Shire Council, to be signed by the respective Chief Executive Officers of the Councils.***

PURPOSE AND BACKGROUND

The second round of the Rural Council Transformation Program (RCTP) funding was announced by the State Government in 2021. Round two is focused on projects that include new and ongoing collaboration and resource sharing such as shared workforce planning and asset management systems.

The State offered funding up to \$1 million, with a maximum rate of \$250,000 for each rural council involved. A minimum of two rural councils had to be involved in the project and the work funded by the grant had to be completed within two years.

The joint application from the four councils was submitted in December 2021 and focussed on procuring new business systems to improve the efficiency of the following services and functions:

- Records management
- Finance systems (including customer, property and rating functions)
- Council agenda management
- Planning, building and regulatory services.

The funding application outlined a co-contribution of \$361,450 from each of the four councils, taking the total funding for the project to \$2.45 million over two years.

The joint aim of the funding application was to source additional financial support to procure information technology systems given that often such systems are beyond the paying capacity of individual councils. An additional benefit of the collaboration were the significant opportunities to streamline business processes, improving service efficiency through the adoption of best practice systems.

The overall aim of the RCTP funding is, therefore, to improve services to our communities and to deliver key services in the most cost effective and efficient way.

Councils were informed that the grant application had been successful on 18 May 2022. The letter from the then Minister for Local Government, the Hon Shaun Leane, offered \$1 million of State funding (Attachment 1). It is noted that 21 other rural councils were also granted funding in Round 2.

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.

9.4.2 Memorandum of Understanding – Governance Structures to Deliver the Rural Councils Transformation Project Grant (cont.)

Collaboration

The Local Government Act 2020 is aimed at driving the principle of inter-council collaboration and shared services. The RCTP funding stream underlines this, with the objective of collaborative improvements to information technology systems.

Our RCTP funding application sought to improve collaboration between councils within our region given that we are legislated to deliver the same services to our respective communities. The four participating councils are all small regional councils and face financial and resource challenges on a day-to-day basis.

By pooling finances streamlining our systems to use the same business processes, it is considered that there will be financial savings when procuring information technology systems and in the efficiency of providing records management, financial, customer and property/rating systems.

Draft MOU

The draft Memorandum of Understanding attached to this report (Attachment 2) outlines how the four councils will deliver the RCTP project and seek to maximise collaboration.

The MOU ensures a common understanding of roles and responsibilities for all stakeholders and outlines how the project will be delivered.

The project is to be overseen and delivered by a range of groups, set out in the Governance Structures diagram in the MOU. A project manager will be recruited to drive project delivery and will report to the Project Control Group, consisting of senior executives from the four councils. An overall Steering Committee will be comprised of the four CEOs and representatives from Local Government Victoria/Digital Victoria. These groups will form the decision making bodies for the project and also ensure oversight over the expenditure of funds.

The identification of information technology systems and development of streamlined business practices for the four focus areas outlined in the Funding Agreement (financial management, records management, agendas, customer/property/rating) will be developed by Project Teams, with the assistance of a Technical Reference Group (IT experts) and a Project Management Group.

This means that there is involvement across each council in the development of new systems and processes to ensure that the staff who deliver the service have input into its design.

Overall, the Project Manager is the lynchpin of the project, responsible for the overall project planning and delivery as well as ensuring effective communication from all of the groups involved in the governance structures outlined in the MOU.

9.4.2 Memorandum of Understanding – Governance Structures to Deliver the Rural Councils Transformation Project Grant (cont.)

Management of funds

As lead council, Mansfield Shire will be receiving the funding from the Department on behalf of all participating councils.

After much discussion, it has been decided that the most efficient and transparent way of managing the funds is through Mansfield managing the funding rather than dispersing it to the four individual councils.

All expenses will be forwarded to Mansfield Shire Council for payment from the grant. Mansfield will also coordinate the recruitment of the Project Manager and any support staff, which will be funded from the \$1 million allocation by the State government.

Reporting of progress and the acquittal of funds as required under the funding agreement will be undertaken by Mansfield but supported by the other three participating councils.

Joint meeting of councils

Discussions with other councils participating in Round 1 of the RCTP funding stream indicated that it was often beneficial to hold joint meetings of councils to brief councillors on project updates.

Clause 9 of the draft MOU outlines that from time to time joint meetings may be held in relation to this project. As a minimum, three councillors from each participating council would form this joint meeting. Mansfield Shire's Governance Rules would be used to run any such meeting held.

System design principles

The MOU also outlines the principles which will underpin the decision making around the nature, design and customer interface for any new systems or information technology infrastructure, which are:

- Cloud based systems
- Strategic ICT investment
- Designing processes for best practice
- Minimising manual processes
- Maximising user experience and equal access.

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 nature of the RCTP project is internally focussed on information technology systems and business processes and so no formal community engagement has taken place other than through the allocation of joint contributions by the four councils through their 2022-23 budget consultation process.

Updates to the four councils and communities will be provided at key milestones throughout the project to ensure all parties are informed of the progress being made.

9.4.2 Memorandum of Understanding – Governance Structures to Deliver the Rural Councils Transformation Project Grant (cont.)

POLICY CONSIDERATIONS

Council Plans and Policies

This matter is consistent with the strategies of Strategic Focus Area 6 of the Council Plan 2021-2025 – Accountable.Transparent.Responsible, which states:

“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.”

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.

The RCTP project is informed in part by the State government's Digital Strategy 2021-25. It is noted that some of the design principles identified in the State strategy have been used to guide the System Design Principles outlined in section 10 of the MOU.

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.

Advice was sought from the Maddocks governance team, which specialises in local government. The template for the MOU was provided by Maddocks, with the four councils clarifying roles and responsibilities for the project to ensure that all parties are clear about what their participation is in the project.

The RCTP project is also a means through which the four councils will meet the requirements of section 108(c) of the *Local Government Act 2020*, which states that a council's procurement policy must describe how council will seek to collaborate with other councils and public bodies in procuring goods and services.

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.

9.4.2 Memorandum of Understanding – Governance Structures to Deliver the Rural Councils Transformation Project Grant (cont.)

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 provides information to the Council and the community about the successful grant application lodged by the four councils to support improvements in the delivery of key services through improved information technology systems and business processes.

Importantly, the MOU is designed to clearly outline expectations, roles and responsibilities to ensure there is no breach of the funding agreement and that the project is successfully delivered on behalf of our communities.

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.

Council contributions for the RCTP grant form part of the respective adopted budgets for the 2022-23 financial year and future budget allocations for 2024-25.

All costs relating to the project are to be met from the grant funding and the co-contributions from the four councils.

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.

The RCTP project is likely to deliver benefits to our communities through more efficient business processes, which will lead to improved customer service levels for residents, ratepayers and businesses within our communities.

Environmental sustainability gains, albeit marginal, should be achieved through a reduced reliance on paper based systems and the adoption of best practice business processes.

A clearer sense of the sustainability benefits of this project will become more apparent as the project progresses.

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.

Formal collaboration to procure systems and design business processes between the four participating councils is a highly innovative project.

While the four councils collaborate informally on many things, this is the first time such an ambitious joint project has focussed on day to day to business systems and service delivery.

9.4.2 Memorandum of Understanding – Governance Structures to Deliver the Rural Councils Transformation Project Grant (cont.)

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.

The participation of the Department in the Steering Committee and the need for regular reports on the progress of the project and expenditure of funds to the State government serves to ensure that broader collaboration is also achieved.

It is considered that the involvement of other State departments such as Digital Victoria and Services Victoria is beneficial. This is because both Digital Victoria and Services Victoria are deploying significant resources to develop information management solutions for key council services as part of their Business Acceleration initiatives and the implementation of their Digital Strategy 2021-25.

HUMAN RIGHTS CONSIDERATIONS

It is considered that there are no significant implications arising from the RCTP funding and MOU on the rights outlined by the *Charter of Human Rights and Responsibilities Act 2006*.

Having said that, one of the principles that will underpin decision making around new ICT systems is maximisation of accessibility and equity for all users, which is consistent with human rights relating to participation in public life for all sectors of our community.

CONCLUSION

The RCTP project offers a significant opportunity for the four participating councils to create and implement efficient and streamlined services and business processes.

The signing of the MOU by respective Chief Executive Officers signifies the commencement of the project, which will be guided by a comprehensive governance structure to ensure the terms of the funding agreement are met and the goals of the project achieved.

ATTACHMENTS

Attachment 1: Letter from the Hon Shaun Leane, Minister for Local Government, confirming funding allocation (*separate attachment*)

Attachment 2: Draft Memorandum of Understanding (*separate attachment*)

9.4.3 Adoption of 2021/22 Annual Financial Report

Author : Chief Financial Officer

Responsible Director: People & Governance

EXECUTIVE SUMMARY

The Local Government Act 2020 (the Act) states it is essential there is a legislative framework that provides for councils to be accountable to their local communities in the performance of functions and the exercise of powers and the use of resources.

Accordingly, it is a statutory requirement under the Act that councils prepare and report on medium and short term financial plans to discharge their duties of accountability and transparency to their communities.

The Act specifically requires that Council pass a resolution giving its approval in principle to the Annual Financial Report prior to formally submitting to the Auditor-General Victoria. Council is required to authorise two Councillors to approve this Report.

The approved and audited Report then forms part of the Council's Annual Report, as required by Sections 98 and 99 of the Act.

The Audit and Risk Committee considered the Report at its meeting on Friday 16 September 2022, in accordance with the Local Government Act 2020. The Committee requested that the report be amended to ensure commentary around the Violet Town Landfill project was consistent throughout the document. This amendment has been made and is included in the Attachment to this report.

However, due to a lack of quorum due the Committee was unable to move and second a recommendation to Council.

Attempts are being made at the time of writing this report to organise an extraordinary Audit and Risk Committee meeting on Monday 19 September 2022 to enable a recommendation to be made to Council prior to the consideration of this item by Council.

However, if this meeting cannot occur, this matter will need to be deferred, noting that:

- section 99(1) of the Act states that Council must, as soon as practicable after the end of the financial year prepare the financial statements; and
- section 100 of the Act requires Council to hold a meeting to consider its Annual Report within 4 months of the end of the financial year (that is October).

An extraordinary Audit and Risk Committee meeting and an extra ordinary Council meeting would be required to be held in late September in order to meet these legislated requirements.

The purpose of this report is to therefore note the Audit and Risk Committee's recommendations, approve the financial report in principle and authorise two Councillors to sign the Annual Financial Report once audited and finalised.

9.4.3 Adoption of 2021/22 Annual Financial Report (cont.)

RECOMMENDATION

That Council:

- 1. Approve in principle the 2021/22 Annual Financial Report;***
- 2. Authorise the Chief Executive Officer to make minor amendments to the 2021/22 Annual Financial Report, if required following the conclusion of the external audit by the Victorian Auditor General's Office, and brief Council if amendments are made;***
- 3. Authorise Councillors Binks and Murray to sign the 2021/22 Annual Financial Report once finalised; and***
- 4. Authorise the Chief Executive Officer to:***
 - a) certify the 2021/22 Annual Financial Report; and***
 - b) include the Auditor's Certified Report in the Annual Report to be considered by Council at its October 2022 meeting.***

PURPOSE AND BACKGROUND

The Victorian Auditor-General's Office has completed the external audit of the 2021/22 Financial Report through its contracted auditors Crowe Australasia.

The Auditors were onsite at Council in late August 2022 which included a detailed review of the draft 2021-22 Annual Financial Report.

The Annual Financial Report consisting of the Financial Statements and Notes (refer Appendix 1) 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 within the next two weeks.

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), which comprises non-cash items such as Depreciation and cost of goods (assets) sold but excludes Capital Expenditure and Transfers to and from Other Reserves.
- Balance Sheet, which lists Councils' assets and liabilities. It indicates the overall financial position of Council as at 30th June 2022.

9.4.3 Adoption of 2021/22 Annual Financial Report (cont.)

- Statement of Changes in Equity, which indicates movements in Council's Reserve Funds.
- Statement of Cash Flows, which 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 2021/22 financial year, Council is also required to prepare two 'Budget Comparison Notes with variance explanations to the 2021/22 Annual Budget relating to –

1. Income and Expenditure
2. Capital Works.

The following analysis of the 2021/22 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 2022, Council reported an Operating surplus of \$7,016,933. Operating costs were \$29.3 million.

The result was also impacted by recognition of income in accordance with Accounting Standards as follows:

- The need to reduce operating grant income by \$481,122 to reflect grants received but with obligations still attached at 30 June – will adjust in 2021/22 so there is no overall impact
- The need to reduce capital grant income by \$2,675,524 similar to above
- Recognition of expense of \$264,776 for amortisation of 'right of use assets', finance costs for leases (non cash item)
- Early payment of 75% 2022/23 allocation of Finance Assistance Grant of \$4,508,535 from the Grants Commission. This has been recognised as income. However, impact to financial statements is minimal as the similar payment happened (50% early payment) for 2021/22 grant allocation
- There was an income increase of \$2,133,840 due to lower than expected costs relating to the completion of the Violet Town landfill rehabilitation and future maintenance works, which will be spread across a number of financial years.

9.4.3 Adoption of 2021/22 Annual Financial Report (cont.)

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.

Council's cash position as at 30 June 2022 was represented by cash on hand and investments of \$21.80 million. This represents a small increase in cash holdings of \$303,844 during the 2021/22 financial year due primarily to receipt of significant reduction in capital grants and offset with less than budgeted expenditure on capital works. A number of capital works will also be carried over into the 2022/23 financial year.

The value of Council's property, infrastructure, plant and equipment non-current assets as at 30 June 2022 is \$324.22 million, an increase of \$41.3 million, due primarily to an external revaluation of infrastructure assets.

Council's end-of-year working capital ratio is 2.32:1, 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 2022/23 due to difficulties experienced in sourcing contractors to undertake works due to a highly competitive market in the post Covid economy.

4. Statement of Capital Works

Council completed \$7.22 million worth of projects for 2021/22, representing a decrease of 31% over the previous year as national supply chain issue and less availability of external contractors to complete works. It is noted that the expenditure of funds is not a reflection of the actual progress of works as several large projects were underway in 2021-22 but are not due for completion until 2022-23, and so timing is a big factor in the expenditure of these funds. Some works have been carried over to 2022-23, some of which are attached to grant funding received in 2021/22.

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 public inspection as part of the Annual Report.

The release of the Annual Report will occur after the October 2022 Council meeting, where adoption of the report will be sought.

9.4.3 Adoption of 2021/22 Annual Financial Report (cont.)

POLICY CONSIDERATIONS

Council Plans and Policies

The preparation of the annual financial statements is consistent with Strategic Focus Area 6 of the 2021-25 Council Plan Accountable. Transparent. Responsible, that outlines the following strategies:

As a Council we will:

- *Maximise 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*
- *Ensure our organisation's structure and resource allocation are regularly reviewed so they align with the goals and deliverables of the Community Vision and this Council Plan.*

Regional, State and National Plans and Policies

Some of the capital works projects and services provided to the community during the year were funded by grant money provided by State and Federal governments and therefore were consistent with the policies and strategies of other levels of government.

LEGAL CONSIDERATIONS

The Annual Statements have been prepared in accordance with the requirements and timelines laid out in the Local Government Act 2020 and its regulations, and in accordance with relevant Accounting Standards.

Use has been made of the Local Government Model Financial Report 2021-22 released by Local Government Victoria to assist councils across the state in providing uniform financial reports that meet the requirements of the Act and accounting standards.

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.

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.

FINANCIAL VIABILITY CONSIDERATIONS

The Annual Statements show Council to be in a sound financial position, with the Financial Plan to be updated to reflect the end of year result and any items required to be carried over into 2022/23 (both income and expenditure).

9.4.3 Adoption of 2021/22 Annual Financial Report (cont.)

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. The report outlines how Council is in a sound financial position, able to continue to support its community through services and facilities.

Environmental and Climate Change

The budget provided funds for the continuation of environmental programs and the development of the Climate Change Action Plan during the course of 2021-22. Funds for climate change resilience projects also formed part of the 2021-22 budget.

INNOVATION AND CONTINUOUS IMPROVMENT

Council continues to refine its end of year processes. The audit has been conducted hybrid work environment with remotely and inhouse field work in partnership with Crowe Australasia, the Victorian Auditor General's Office appointed service provider. The external audit process always proves useful in terms of reviewing our internal processes and collation of evidence and data which form the basis of the report.

COLLABORATION

Council, the Victorian Auditor-General's Office, Crowe Australasia and Council's Audit and Risk Committee have worked cooperatively in the preparation of the Annual Financial Report.

CONCLUSION

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

Council continues to remain in a sound financial position.

ATTACHMENTS

Attachment 1: Draft Annual Financial Report 2021/22 (*separate document*)

9.4.4 Adoption of Draft Performance Statement 2021/22 and Draft Governance and Management Checklist 2021/22

Author: Chief Financial Officer

Responsible Director: Director People & Governance

EXECUTIVE SUMMARY

The Local Government Performance Reporting Framework (LGPRF) is a mandatory system of performance reporting that must be completed by all Victorian councils. It ensures that councils are measuring and reporting on their performance in a consistent way to promote transparency and accountability in the local government sector.

The Framework uses a range of standardised indicators and metrics to ensure councils are measuring and reporting on their performance in a consistent way to promote transparency and accountability in the local government sector.

The Draft Performance Statement shows consistent performance with previous years, with some metrics such as staff turnover and participation in the library service, being impacted by Covid 19 pandemic lockdowns, loss of staff through State government mandatory vaccination requirements and significant labour market shifts.

The financial metrics identify improvement in performance around loans and borrowings compared to rates and a reduction in the metric of rates compared to property values due to significant increases in capital improved value of all sectors of the property market.

The Draft Governance Management Checklists focuses on a range of policies, plans and other documents, with its aim to identify if a sound good governance framework is in place for council. Strathbogie has performed well against this Checklist, with a 'Yes' answer against all of the listed items of the good governance framework.

The Audit and Risk Committee considered the Performance Report and Checklist at its meeting on Friday 16 September 2022, in accordance with the Local Government Act 2020.

The Committee requested an amendment to be made to provide consistent commentary around the costs and adjustments relating to the Violet Town Landfill to align with the Annual Finance Report. This amendment has been made in the Performance Statement attached to this report.

However, due to a lack of quorum due the Committee was unable to move and second a recommendation to Council on the in principle support for these documents.

Attempts are being made at the time of writing this report to organise an extraordinary Audit and Risk Committee meeting on Monday 19 September 2022 to enable a recommendation to be made to Council prior to the consideration of this item by Council.

9.4.4 Adoption of Draft Performance Statement 2021/22 and Draft Governance and Management Checklist 2021/22 (cont.)

However, if this meeting cannot occur, this matter will need to be deferred, noting that section 100 of the Act requires Council to hold a meeting to consider its Annual Report within 4 months of the end of the financial year (that is October).

An extraordinary Audit and Risk Committee meeting and an extra ordinary Council meeting would be required to be held in late September in order to meet these legislated requirements.

The Local Government Act 2020 (the Act) requires that Council pass a resolution giving its approval to the Performance Statement 2021/22 and Governance and Management Checklist prior to formal submission to the Auditor-General Victoria. The Act also requires that Council must authorise two Councillors to certify the Performance Statement and Governance and Management Checklist.

Once adopted, the Performance Statement and Governance and Management Checklist will form part of Council's 2021-22 Annual Report which will be considered by Council at its October meeting.

RECOMMENDATION

That:

1. ***In accordance with Section 99(2) of the Local Government Act 2020, Council adopt, in principle, the –***
 - a) ***Performance Statement 2021/22***
 - b) ***Governance and Management Checklist 2021/22;***
2. ***In accordance with Section 99 (3) of the Local Government Act 2020, Council authorise the Chief Executive Officer, Mayor Binks and Councillor Murray to certify the 2021/22 Performance Statement and Governance and Management Checklist once reviewed by the Victorian Auditor General's Office, subject to any minor corrections required by the Victorian Auditor General; and***
3. ***Once finalised, the Performance Statement and Governance and Management Checklist be included in Council's 2021-22 Annual Report.***

PURPOSE AND BACKGROUND

In accordance with section 94 of the Local Government Act 2020, the Annual Budget 2021/22 included a list of prescribed indicators of service performance and financial sustainability that Council must report against in an annual Performance Statement.

The indicators are identified in Local Government Victoria's (LGV) Local Government Performance Reporting System (LGPRF), which is in its seventh year of operation.

9.4.4 Adoption of Draft Performance Statement 2021/22 and Draft Governance and Management Checklist 2021/22 (cont.)

The Performance Statement provides a comparison between 2018/19, 2019/20, 2020/21 and 2021/22 with comments detailing any significant variances that are outside the tolerance identified by LGV.

The Draft Performance Statement represents an independent certification of Council's results against the prescribed indicators. Crowe Australasia, the external auditors appointed by the Victorian Auditor General's Office, has conducted an audit of the Performance Statement and supporting evidence.

In addition, Section 98 of the Local Government Act 2020 requires Council to report on Council's assessment against the prescribed governance and management checklist for 2021/22. This checklist identifies a range of policies and documents prescribed by LGV as creating a sound governance framework that also complies with key legislative requirements.

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 LGPRF is a **mandatory system of performance reporting for all Victorian councils**.

The results of the Performance Report and Governance Management Checklist are made available to the public via the Know Your Council website, which allows for comparisons in performance between councils. Comparisons can also be made within groupings of councils, such as Small Rural Councils, to which Strathbogrie Shire Council belongs.

The LGPRF system is used to produce two documents: a Performance Statement and a Governance and Management Checklist. Both documents have been prepared and submitted to Crowe Australasia, the external auditors appointed by the Victorian Auditor General's Office for review. This audit process has now been completed.

The Performance Statement uses a series of service and financial indicators such as library usage, percentage of planning permit applications decided within statutory timeframes, asset management data and financial performance metrics.

Local Government Victoria use a tolerance range of + or – 10% for variations from the previous year's performance; any variation above or below this figure requires a management comment to be provided to explain why performance is beyond this tolerance level.

The Draft Performance Statement (Attachment 1) shows consistent performance with previous years, with some metrics such as staff turnover and participation in the library service, being impacted by Covid 19 pandemic lockdowns, loss of staff through State government mandatory vaccination requirements and significant labour market shifts.

9.4.4 Adoption of Draft Performance Statement 2021/22 and Draft Governance and Management Checklist 2021/22 (cont.)

The Draft Governance Management Checklist (Attachment 2) focuses on a range of policies, plans and other documents, with its aim to identify if a sound good governance framework is in place for council. Strathbogie has performed well against this Checklist, with a 'Yes' answer against all of the listed items of the good governance framework.

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 Performance Statement and Governance and Management Checklists are prescribed legislative requirements set out by Local Government Victoria.

While community engagement is a direct part of the reporting process, it is noted that some of the metrics used in the Performance Statement is based on the results of the annual Community Satisfaction Survey, which was conducted in March 2022. The community therefore had a contribution to the Performance Statement.

POLICY CONSIDERATIONS

Council Plans and Policies

The preparation of the annual Performance Statement and Governance and Management Checklist is consistent with Strategic Focus Area 6 of the 2021-25 Council Plan Accountable. Transparent. Responsible, that outlines the following strategies:

As a Council we will:

- *Maximise 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.*
- *Ensure our organisation's structure and resource allocation are regularly reviewed so they align with the goals and deliverables of the Community Vision and this Council Plan.*

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.

The Performance Statement reports on indicators mandated by State Government through its Local Government Performance Reporting Framework and allow for comparison in performance between councils.

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.

9.4.4 Adoption of Draft Performance Statement 2021/22 and Draft Governance and Management Checklist 2021/22 (cont.)

The collation and reporting of data that comprises the Performance Statement and Governance and Management Checklist has been undertaken in accordance with the Local Government Act 2020 and its 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.

Performance reporting is a key program promoting council transparency, accountability and performance. The data in the Performance Statement will appear on the Know Your Council website which will be available to the community and the data will also be included in Council's Annual Report.

Transparency is also reinforced through the review of the Performance Statement and Governance and Management Checklist by Crowe Australasia, the external auditors appointed by VAGO, and a further review by VAGO itself.

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.

Some of the indicators used in the Performance Statement indicators are directly from the Financial Statements.

The Performance Statement shows Council's finances are in a sound position and that Council is performing relatively well against financial sustainability metrics.

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.

The Performance Statement contains a number of metrics around Council services and functions including:

- Maternal Child Health
- Use of aquatic facilities
- Library usage
- Food Safety
- Statutory Planning
- Waste diversion from landfill
- Community satisfaction data.

9.4.4 Adoption of Draft Performance Statement 2021/22 and Draft Governance and Management Checklist 2021/22 (cont.)

In summary, the performance data for 2021-22 shows:

- Utilisation of aquatic facilities increased as our pools remained open throughout the Summer, a number of activations also took place at aquatic facilities and free season pass provided to all rate payers.
- There was a drop in active borrowers for the library, which was largely due to the Covid 19 pandemic and the periods of lockdown where only click and collect services were available. This type of service did not meet the needs of part of our community given its reliance on access to reliable internet services and transport.
- A reduction in the use of maternal child health services due to the Covid 19 pandemic, sickness experienced by families and isolation protocols through 21/22.
- Consistently high rates of waste being diverted from landfill.

INNOVATION AND CONTINUOUS IMPROVMENT

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

Council continues to refine its end of year financial reporting and performance reporting processes. Following an internal restructure, the Governance Team is now responsible for the oversight of performance reporting, which has served to streamline this year's reporting process.

Feedback from Crowe Australasia is also important to inform a review of our internal processes so that performance reporting can be further streamlined and strengthened for the 2022-23 reporting cycle.

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 staff, the Victorian Auditor-General's Office, their appointed service provider Crowe Australasia and Council's Audit and Risk Committee have been involved in the preparation of these reports.

CONCLUSION

The annual Performance Statement and Governance Management Checklist has been prepared in accordance with the *Local Government Act 2020* and its regulations.

Both documents have been subject to an external audit by Crowe Australasia, appointed by the Victorian Auditor General's Office, and will be subject to a final review by the Auditor General prior to finalisation.

9.4.4 Adoption of Draft Performance Statement 2021/22 and Draft Governance and Management Checklist 2021/22 (cont.)

In accordance with the Act, Council is required to adopt the documents in principle and identify two Councillors to sign the statement, along with the Chief Executive Officer. Once the final audit has been undertaken, minor amendments may need to be made prior to the inclusion of the Statement and the Checklist in Council's Annual Report.

ATTACHMENTS

Attachment 1: Strathbogie Shire Council Performance Statement 2021/22 (*separate document*)

Attachment 2: Governance and Management Checklist 2021/22 (*separate document*)

9.5 GOVERNANCE AND CUSTOMER SERVICE

9.5.1 Monthly Performance Report

The September 2022 Monthly Performance Report includes reports as follows:-

- Building Department – August 2022 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) – August 2022
- Customer Enquiry Analysis Report – Report for August 2022
- Waste Management Reporting ~ Year to Date – August 2022
- Actioning of Council Reports Resolutions – Council Meeting Tuesday August 16, 2022
- Outstanding Actions of Council Resolutions to August 31, 2022
- Review of Council Policies and Adoption of new Policies – August/September 2022
- Records of Informal Council Briefings / Meetings – 1 to 31 August 2022

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.

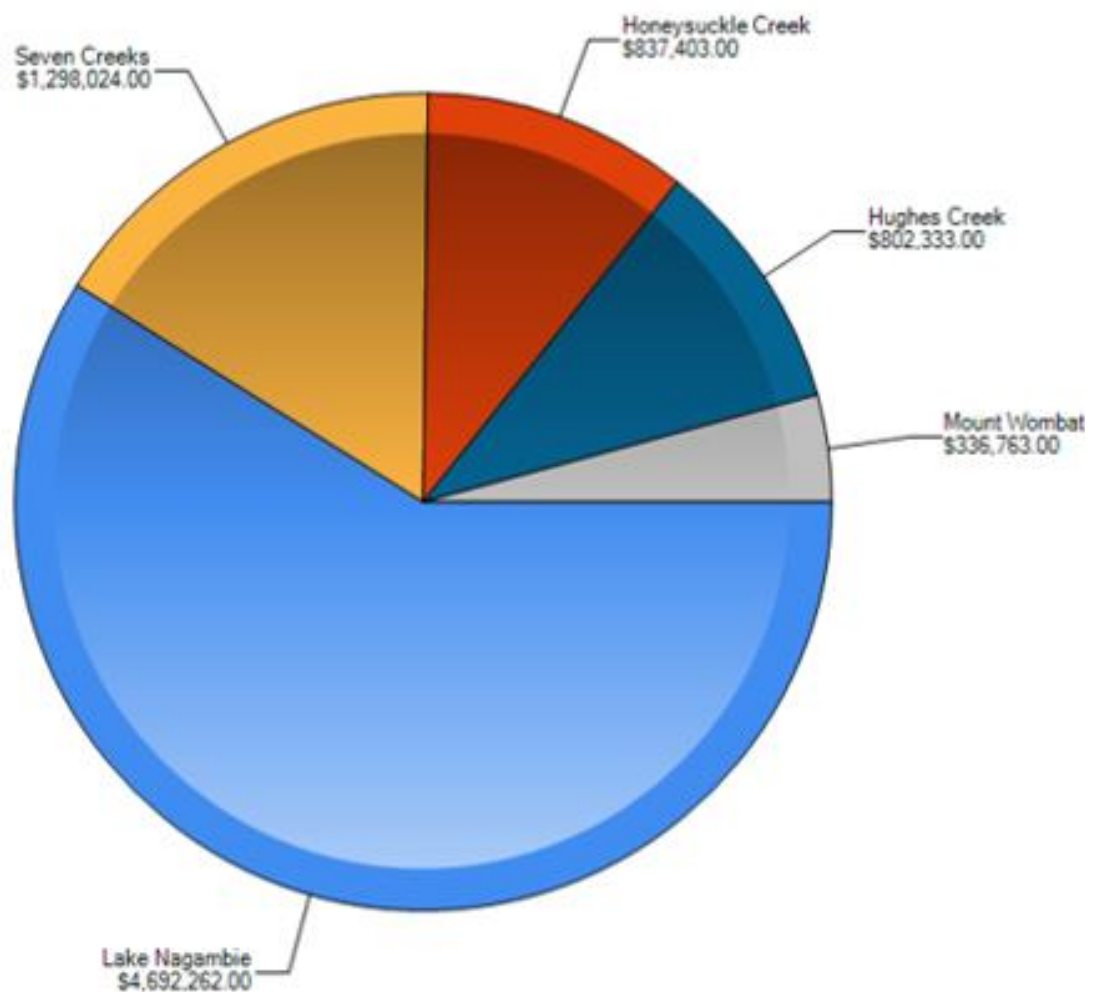
RECOMMENDATION

That the report be noted.

BUILDING ACTIVITY**AUGUST 2022**

A report on new building permits recorded in Council's building permit register in August 2022

Sum (Cost Of Works Number)	Number of Lodgements	Ward
\$837,403.00	4	Honeysuckle Creek
\$802,333.00	4	Hughes Creek
\$4,692,262.00	19	Lake Nagambie
\$336,763.00	3	Mount Wombat
\$1,298,024.00	7	Seven Creeks
\$7,966,785.00	37	



Honeysuckle Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
2043221245623	9/08/2022	Construction of	Farm Shed	Boho	\$85,000.00
3104558207494	19/08/2022	Construction of	Patio	Violet Town	\$14,080.00
7358334108865	19/08/2022	Construction of	Dwelling & Garage	Violet Town	\$704,033.00
9895738767788	25/08/2022	Construction of	Shed	Koonda	\$34,290.00
					\$837,403.00

Hughes Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
2467020926484	16/08/2022	Construction of	Swimming Pool and Fence	Longwood	\$56,533.00
4389636343878	1/08/2022	Construction of	Shed	Avenel	\$102,000.00
7026671568600	25/08/2022	Construction of	Dwelling & Carport	Avenel	\$550,000.00
7867258262045	9/08/2022	Construction of	Swimming Pool and Fence	Avenel	\$93,800.00
					\$802,333.00

Lake Nagambie

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
1245130587846	11/08/2022	Construction of	Dwelling & Garage	Arcadia South	\$392,145.00
2192613587612	5/07/2022	Construction of	Dwelling & Garage	Nagambie	\$850,000.00
2807469699799	29/07/2022	Construction of	Dwelling & Garage	Nagambie	\$363,284.00
2878990032302	23/08/2022	Construction of	Dwelling & Garage	Nagambie	\$406,740.00
3170558721883	16/08/2022	Construction of	Detached Dwelling & Garage	Nagambie	\$262,405.00
3196713475289	27/08/2022	Construction of	Farm Shed	Tabilk	\$25,000.00
3515421558600	19/08/2022	Construction of	Shed	Nagambie	\$18,266.00
3972427190812	8/08/2022	Installation of	Swimming Pool and Fence	Nagambie	\$52,310.00
4049581731508	22/08/2022	Construction of	Dwelling & Garage	Nagambie	\$350,063.00
4070139390610	16/08/2022	Construction of	Dwelling & Garage	Nagambie	\$691,567.00
5579389422636	18/08/2022	Construction of	Swimming Pool and Fence	Nagambie	\$40,000.00
5669357641788	13/08/2022	Construction of	Shed	Nagambie	\$15,000.00
5772200601781	29/07/2022	Construction of	Dwelling & Garage	Nagambie	\$260,546.00
5846116839320	1/08/2022	Construction of	Shed	Nagambie	\$40,000.00
8201058680488	10/08/2022	Construction of	Detached Dwelling & Garage	Nagambie	\$427,999.00
8288732638933	6/08/2022	Construction of	Dwelling, Garage	Nagambie	\$288,057.00
8518687808624	11/08/2022	Construction of	Shed	Nagambie	\$92,000.00
9080716024834	9/08/2022	Construction of	Farm Shed	Mangalore	\$46,880.00
9899580975888	11/08/2022	Construction of	Swimming Pool and Fence	Nagambie	\$70,000.00
					\$4,692,262.00

Mount Wombat

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
2456979473456	31/08/2022	Construction of	Swimming Pool and Fence	Strathbogie	\$62,500.00
3888704390217	9/08/2022	Additions to, Completion of	Dwelling	Goram	\$132,913.00
3900539947508	4/08/2022	Construction of	Dwelling	Strathbogie	\$141,350.00
					\$336,763.00

Seven Creeks

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
1151169842400	3/08/2022	Construction of	Dwelling & Garage	Euroa	\$498,147.00
3273734960835	6/08/2022	Construction of	Shed	Euroa	\$15,780.00
3576000581024	17/03/2021	Alterations & Additions to	Warehouse & Factory	Euroa	\$156,875.00
4247073407675	19/08/2022	Construction of	Office / Workshop	Euroa	\$500,000.00
7356166146227	15/08/2022	Construction of	Swimming Pool and Fence	Euroa	\$51,790.00
8106800490590	22/08/2022	Demolition of	Dwelling	Euroa	\$35,832.00
9188631594998	30/08/2022	Construction of	Verandah	Euroa	\$39,600.00
					\$1,298,024.00

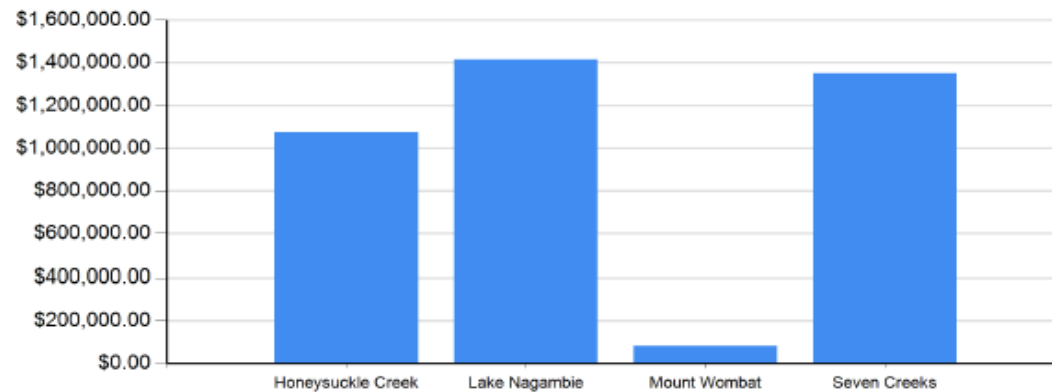
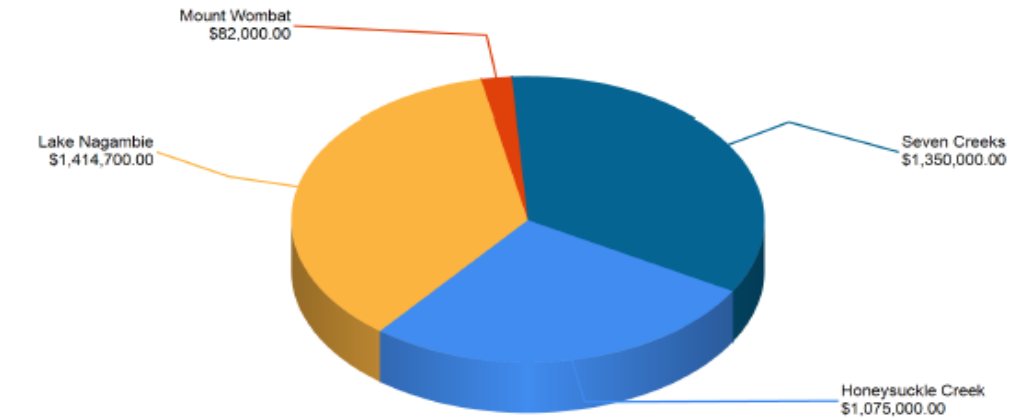
PLANNING APPLICATION APPROVALS – DEVELOPMENT COST (CAPITAL IMPROVED VALUE)
AUGUST 2022



Planning Applications Determined

August 2022

Honeysuckle Creek	\$1,075,000.00
Earlston	\$280,000.00
Violet Town	\$495,000.00
Violet Town	\$300,000.00
Lake Nagambie	\$1,414,700.00
Goulburn Weir	\$450,000.00
Nagambie	\$4,700.00
Nagambie	\$960,000.00
Mount Wombat	\$82,000.00
Euroa	\$50,000.00
Strathbogie	\$15,000.00
Strathbogie	\$8,000.00
Strathbogie	\$9,000.00
Seven Creeks	\$1,350,000.00
Euroa	\$300,000.00
Euroa	\$350,000.00
Molka	\$450,000.00
Riggs Creek	\$250,000.00
Total Value	\$3,921,700.00



CUSTOMER ENQUIRY ANALYSIS REPORT - REPORT FOR AUGUST 2022



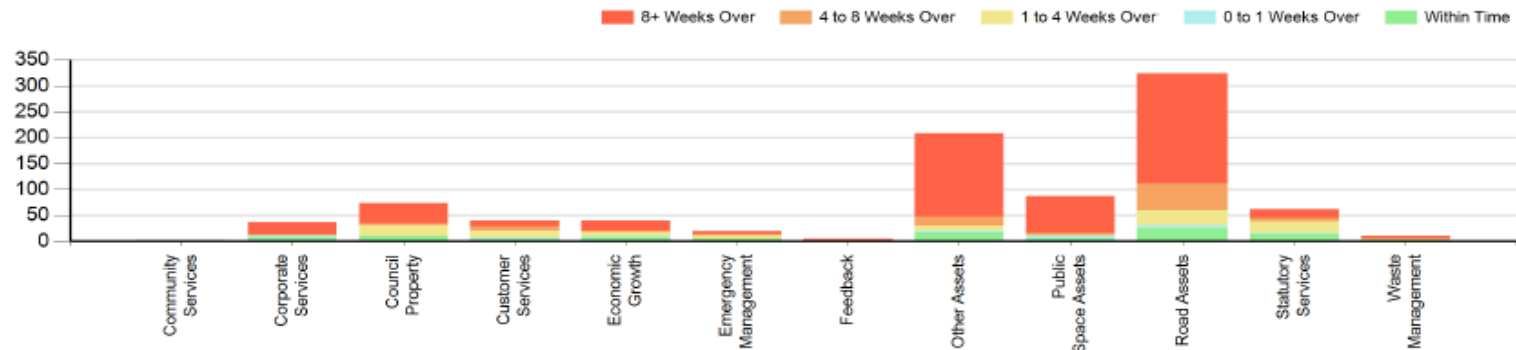
Request Throughput Analysis

01/08/2022 to 31/08/2022

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	2	17	17	2		0	2		0	
Corporate Services	34	82	79	37		8	29		0	
Council Property	66	48	39	75		10	65		0	
Customer Services	25	65	49	41		5	36		0	
Economic Growth	36	205	200	41		8	33		0	
Emergency Management	11	42	34	19		5	14		0	
Feedback	6	1	2	5		0	5		0	
Other Assets	192	50	34	208		17	191		0	
Public Space Assets	124	29	53	89		6	83		11	
Road Assets	342	111	127	326		25	301		0	
Statutory Services	38	136	110	64		14	50		0	
Waste Management	6	22	18	10		3	7		0	
Total	882	808	762	917		101	816		11	

Request Ageing



Service Usage








2021	March			3		1			3	1	3		
	April								4		7		
	May								5		6		
	June			1					6	2	3		
	July			2		1		1	12	1	10		
	August		2	1						2	6		
	September			1	1	1			2	6	5		
	October			2	1	1			2	5	6		
	November			1					7	5	14		1
	December			1			2	1	10	2	14		
2022	January		6	1		1	2		6	7	6		
	February			5	1	1	1	1	19	13	20		
	March	1	2	6	1	3	1		18	6	10	5	
	April		2	3		3			21	5	14	3	
	May		4	1	1	3			25	4	30	6	1
	June		5	3	7	1			26	7	56	4	
	July	1	1	14	8	4	2	1	14	3	50	6	1
	August		11	22	21	17	11		27	15	42	40	4
Total		2	37	75	41	41	19	5	208	100	326	64	10

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.

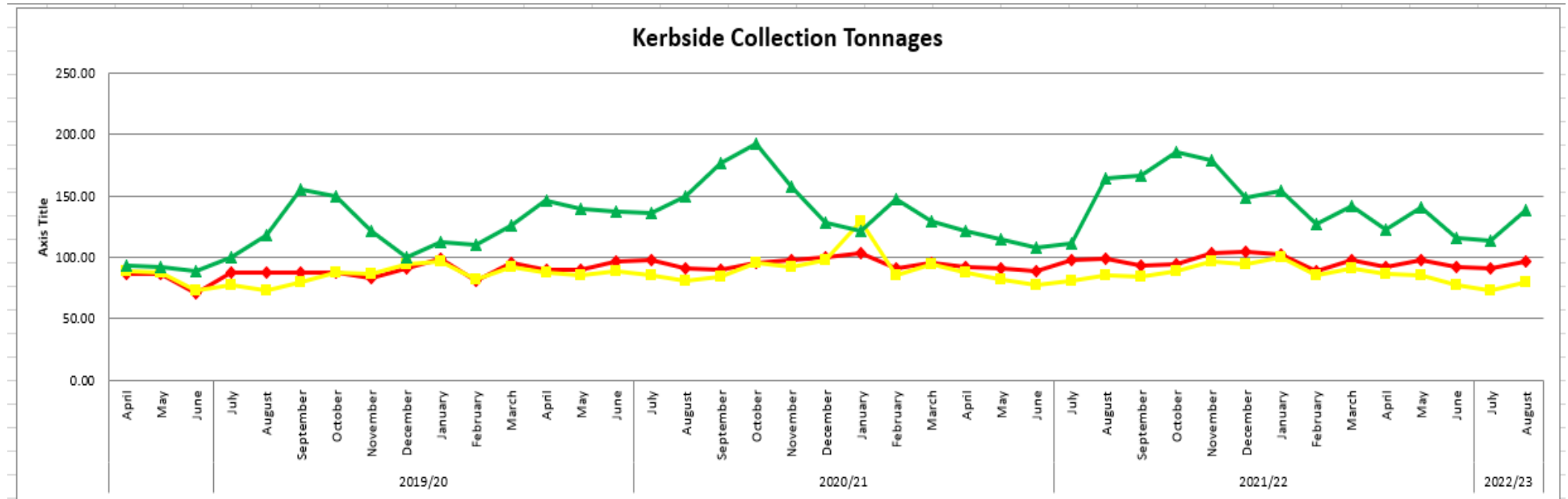
			
$\frac{C}{N}$ Complete / New	> 80%	50-80%	< 50%

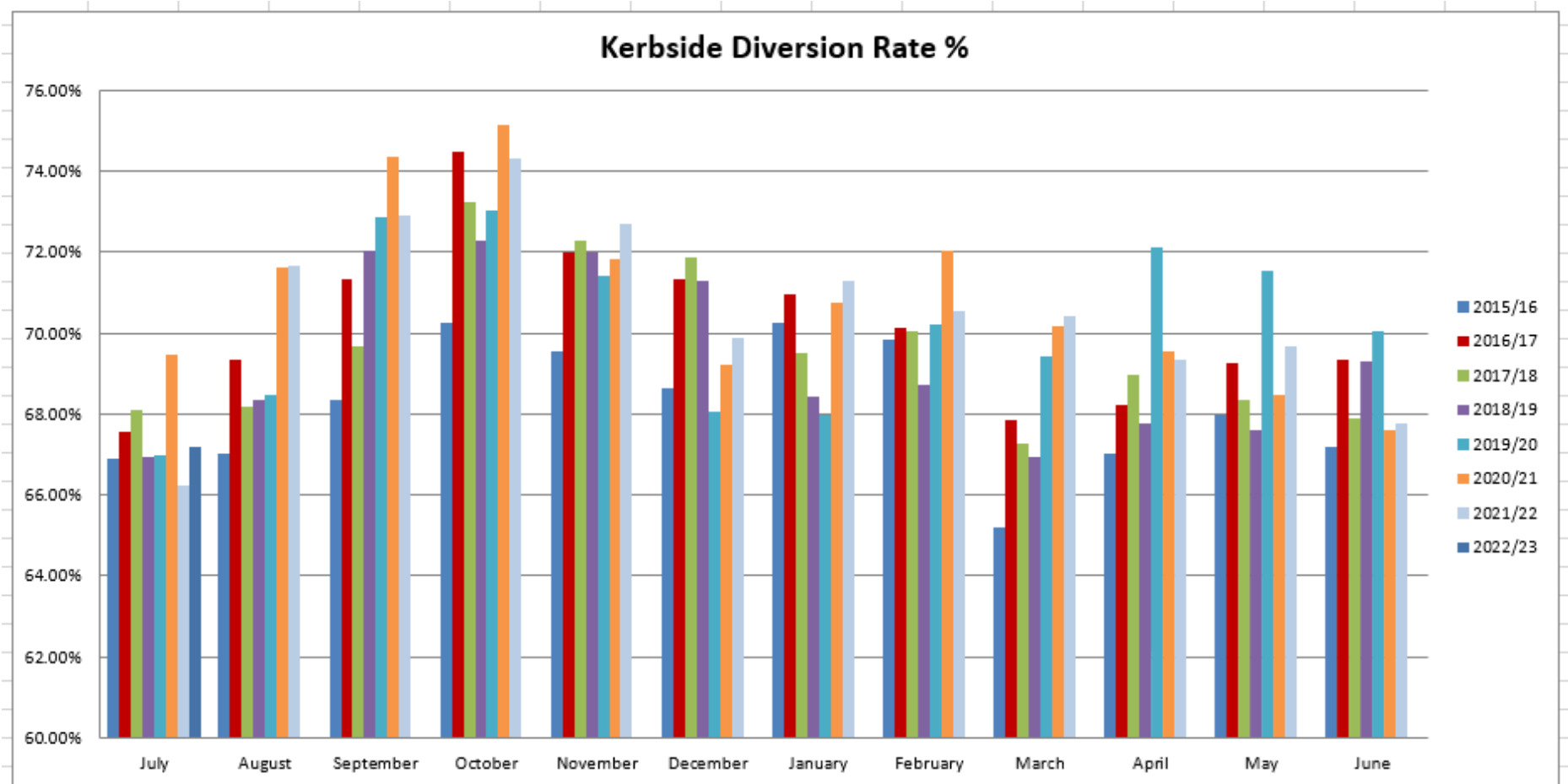
Service	Activities that provide value to the customer
Remaining	Requests incomplete at end of reporting period
Completed	Requests completed during reporting period
Over Time	Remaining Requests where defined deadline is before the end of the reporting period

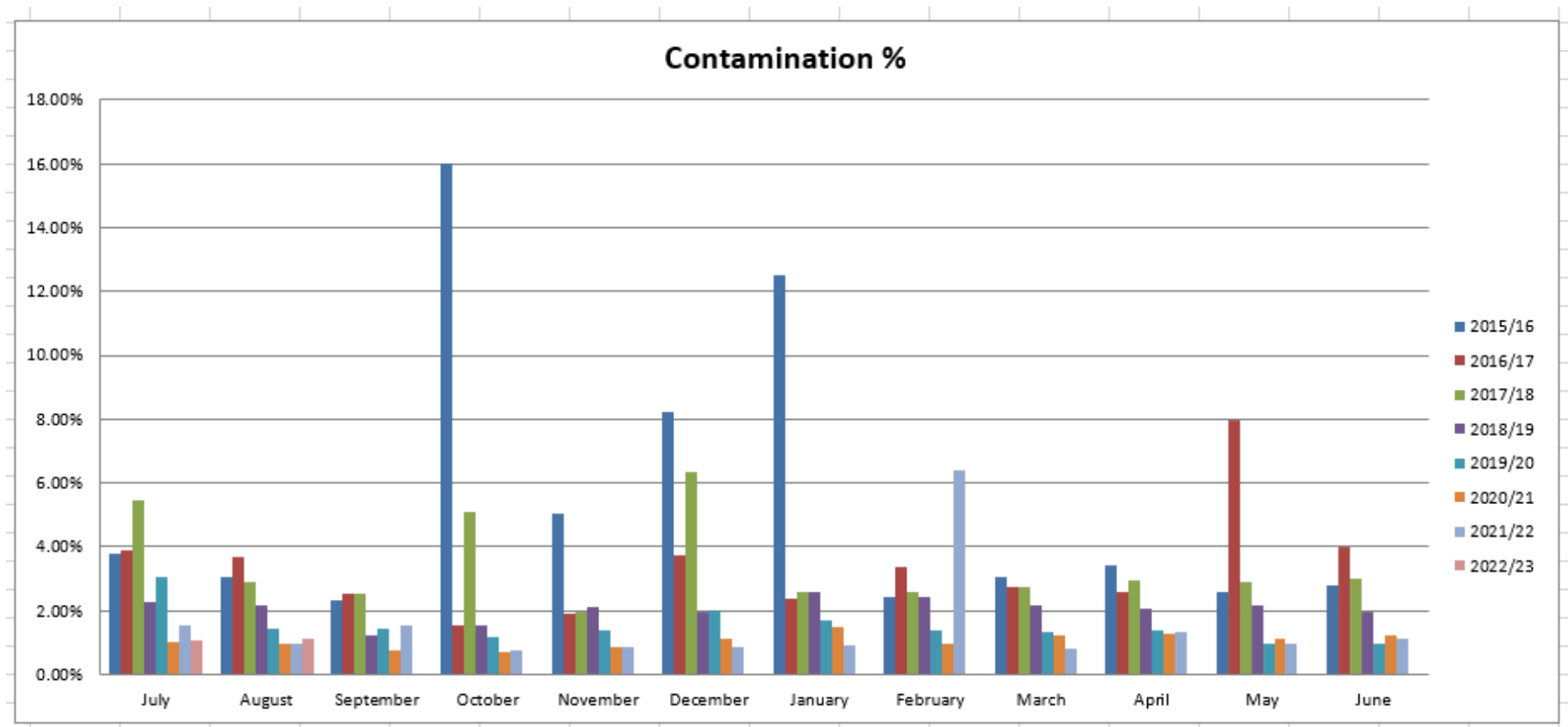
Overdue Remaining An indicator showing the ratio of Overdue requests and Remaining requests. Designed to represent how well we are keeping to the defined deadlines.

			
$\frac{O}{R}$ Overdue / Remaining	< 33%	34-70%	> 70%

WASTE MANAGEMENT REPORTING
YEAR TO DATE - AUGUST 2022







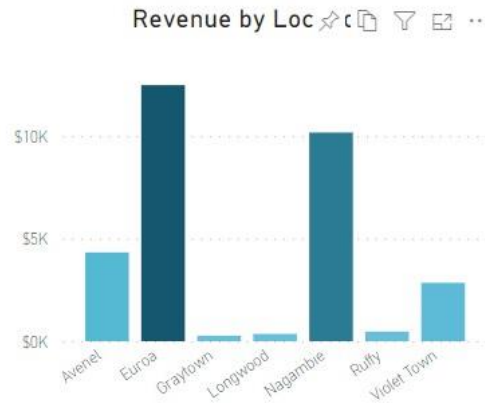
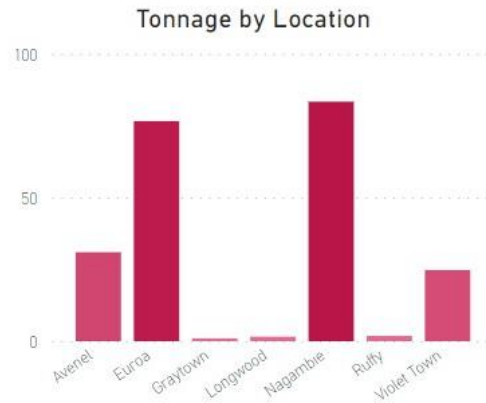
TRANSFER STATION DATA – AUGUST 2022

Top Location by Tonnage
Nagambie
83.39
Tonnage

Top Location by Revenue
Nagambie
\$10,168.48
Revenue

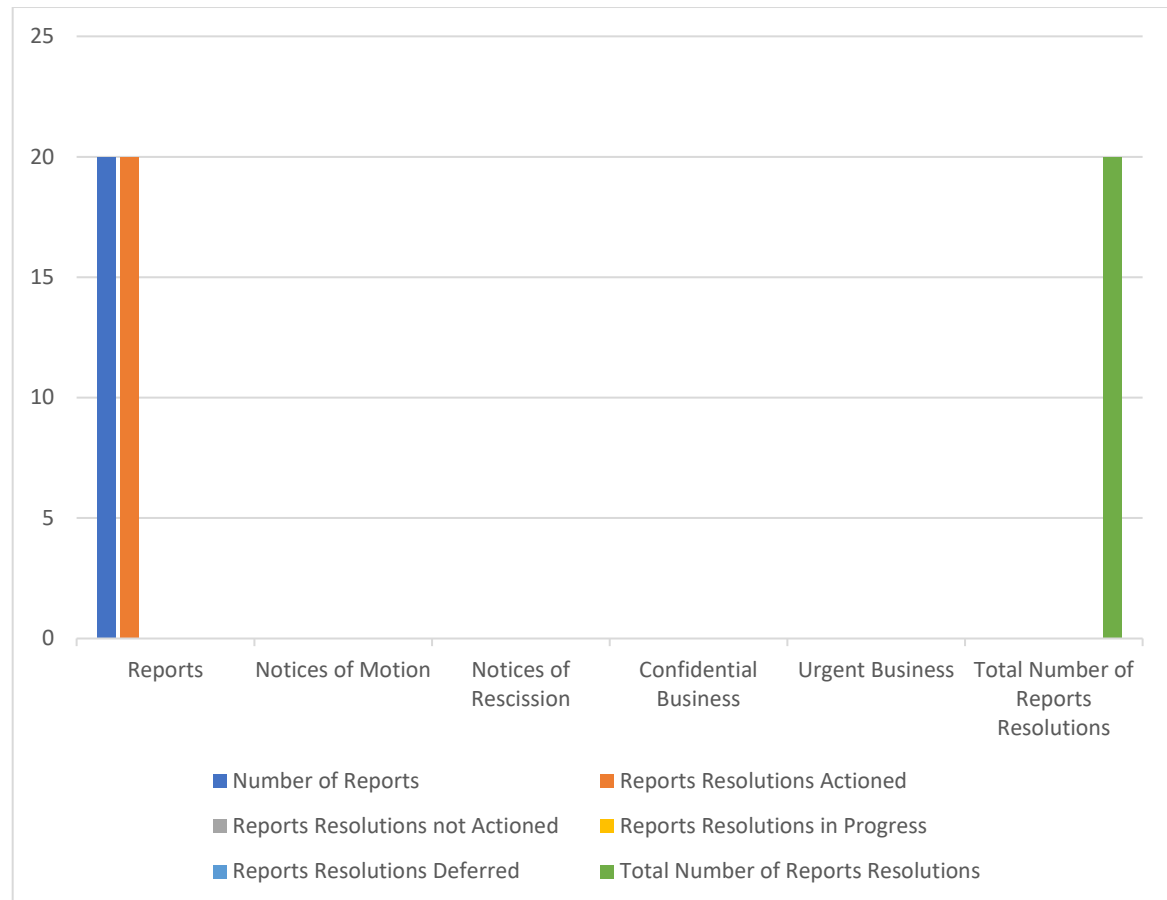
Top Location by Transactions
Euroa
917
Transactions

Top Location by Tip Passes Used
Euroa
50.75
Tip Passes Used



Avenel 233 Transactions 30.98 Tonnage \$4,327.2 Revenue 9.25 Tip Passes Used	Euroa 917 Transactions 76.61 Tonnage \$12,480.8 Revenue 50.75 Tip Passes Used	Graytown 50 Transactions 0.99 Tonnage \$267.6 Revenue (Blank) Tip Passes Used	Longwood 88 Transactions 1.57 Tonnage \$356 Revenue 1.00 Tip Passes Used	Nagambie 462 Transactions 83.39 Tonnage \$10,168.48 Revenue 17.00 Tip Passes Used	Ruffy 117 Transactions 1.84 Tonnage \$465.6 Revenue (Blank) Tip Passes Used	Violet Town 246 Transactions 24.77 Tonnage \$2,846.8 Revenue 10.00 Tip Passes Used
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ACTIONING OF COUNCIL REPORTS RESOLUTIONS
COUNCIL MEETING – TUESDAY, AUGUST 16, 2022



**OUTSTANDING ACTIONS OF COUNCIL RESOLUTIONS TO
AUGUST 31, 2022**

This Report is to advise Councillors, the Executive Leadership Team 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
<i>Nil</i>		

**REVIEW OF EXISTING COUNCIL POLICIES
AND ADOPTION OF NEW POLICIES**

Review of Policy / New Policy	Policy Name	Details
New	Planning Permit Applications Referral to Council Policy	Item No. 9.1.2
New	Public Art Policy	Item No. 9.2.2
Review	Municipal Building Control Intervention Policy	Item No. 9.2.5
Review	Community Engagement Policy	Item No. 9.6.3

RECORDS OF INFORMAL COUNCIL BRIEFINGS / MEETINGS**For period 1 TO 31 AUGUST 2022**

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 2 August 2022

Time: 10.00 am to 11.00 am (Councillors)
2.15 pm to 3.15 pm (Councillors / ELT / Planning Officer/s)
3.15 pm to 3.45 pm (Councillors / CEO)

Attendees:Councillors

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

Officers

Julie Salomon (Chief Executive Officer)
Amanda Tingay (Director, Community and Planning)
Dawn Bray (Director, People and Performance)
Vlad Adamek (Director, Sustainable Infrastructure)
Kristin Favaloro (Executive Manager, Communications and Engagement)
Braydon Aitken (Manager, Planning and Investment) (Item 3)

Apologies

Nil

1. Councillors Discussions / Strategy Session
2. Briefing on Planning Applications to be presented to August Council meeting
3. Councillors / CEO Discussions

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 9 August 2022

Time: 11.30 am to 3.45 pm

Attendees:

Councillors

Laura Binks (Mayor)

David Andrews

Reg Dickinson

Sally Hayes-Burke

Paul Murray (Deputy Mayor)

Chris Raeburn

Officers

Julie Salomon (Chief Executive Officer)

Amanda Tingay (Director, Community and Planning)

Dawn Bray (Director, People and Performance)

Vlad Adamek (Director, Sustainable Infrastructure)

Kristin Favaloro (Executive Manager, Communications and Engagement)

Apologies

Cr Kristy Hourigan

1. Councillors Discussions
2. Review of draft August 2022 Council meeting
3. Citizenship Ceremonies

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 – Confidential Addendum

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 16 August 2022

Time: 2.00 pm – 3.00 pm (Councillors only)
3.15 pm – 4.00 pm (Councillors / ELT)
6.00 pm – 9.03 pm Council Meeting (All)

Attendees:

Councillors

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

Officers

Julie Salomon (Chief Executive Officer)
Amanda Tingay (Director, Community and Planning)
Dawn Bray (Director, People and Performance)
Vlad Adamek (Director, Sustainable Infrastructure)
Kristin Favaloro (Executive Manager, Communications and Engagement)
Jason McConkey (Manager, Community Safety) [Item 2]

Apologies

Nil

1. Councillors Discussions / Strategy Session
2. Confidential Discussions
3. August 2022 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?
3 / 9.2.3	128	Cr Kristy Hourigan	Yes (left meeting at 6.29 pm / returned at 6.34 pm)

Officer/s - NIL

9.6 EXECUTIVE

9.6.1 Establishing a Community Panel

Author: Executive Manager Communications and Engagement

Responsible Director: Executive Manager Communications and Engagement

EXECUTIVE SUMMARY

Action 1.1.2 of the 2021/25 Council Plan is to complete and implement a review of the Advisory Committee structure to adopt a best practice approach.

Council's aim is to find a way to have more meaningful conversations with our community in a way that improves the experience for everyone.

Feedback through social media, petitioning and reactive public opinion is often more negative, rather than constructive.

This does not create meaningful conversations. More importantly, it can put people off participating because they feel they need to be vocal and loud to be heard.

Creating a new approach to community engagement can generate trust, build contribution, and create better outcomes for Council and our community.

This report outlines a new option to ensure best practice engagement into the future.

It recommends the establishment of a Community Panel, often known as a Standing Panel, which is a group of people brought together to collaborate with Council on many issues over a long period of time.

The panel can provide advice on a range of different topics, issues, projects and strategies.

For example – a township-based problem can be solved by bringing in the panel participants who live in that area and asking them to provide local knowledge and advice.

On a shire-based project we could bring the entire panel together to deliberate, share information and gather input.

Our panellists would then act as an advocate to participation in the community.

Not simply encouraging others to participate but generating understanding and trust in the process and Council's decision making.

It is important to note, the establishment of Community Panel is in addition to broad community engagement. We will continue to provide opportunities for our entire community to share their thoughts, feedback and advice.

The panel will be trialled for up to two years.

This report also notes the start of the community consultation to establish a new Community Engagement Strategy, to coincide with the conclusion of the 2019-2022 strategy.

9.6.1 Establishing a Community Panel (cont.)

RECOMMENDATION

That Council:

- 1. Discontinues the operation of all Advisory Committees, noting legislated (Audit and Risk Committee) and cross-organisational committees (currently the Waterways Management Committee and Greening Euroa Committee) will continue to operate;***
- 2. Establishes a community panel that will be trialled for up to two years to provide a best practice approach to Council's community engagement program; and***
- 3. Notes the community panel is an additional engagement method and officers will continue to provide broad community engagement opportunities for the entire community to share thoughts, feedback and advice.***
- 4. Endorses the commencement of an engagement plan to seek input into the 2022/25 Community Engagement Strategy.***

PURPOSE AND BACKGROUND

Strathbogie Shire Council has worked closely with community advisory committees over many years to educate Council on community issues and to help guide us to deliver better services, plans and strategies.

Community representation on these committees was strong. Members were appointed through a public application process and there were eight to nine committees made up of passionate community members.

However, in more recent times attracting members to these committees has been less successful.

This is not a reflection on the committee members nor their valuable work to date.

This has occurred as Council Officers navigate greater expectation for broad community engagement and, more recently, the requirements of the Local Government Act 2020.

Council now has just four advisory committees regularly meeting. Of these one is legislatively required (Audit and Risk Committee), and two are cross-organisation committees being the Waterways Advisory Committee and the Greening Euroa Steering Committee.

The conclusion of the 2019-2022 Community Engagement Strategy provides Council with an opportunity to review the current advisory committee structure and the way we engage with our community to create an improved approach.

This report – and the attached Community Panel Guidelines - outlines a new approach to ensure best practice engagement into the future.

9.6.1 Establishing a Community Panel (cont.)

It recommends the establishment of a Community Panel to replace the existing advisory committee approach, noting there will be no change to legislatively required, or cross-organisation, committees.

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.

A Community Panel, or Standing Panel, is a group of people who are brought together to collaborate with Council on many issues over a long period of time.

Participants would include a broad cross section of people from throughout the community with different interests. The panel would also allow Council to create a representative group of our community when deliberative engagement is required.

A community panel can provide advice on a range of different topics, issues, projects and strategies. For example – a township-based problem can be solved by bringing in the panel participants who live in that area and asking them to provide local knowledge and advice. On a shire-based project we could bring the entire panel (pending numbers) together to deliberate, share information and gather input.

Our panellists would then act as an advocate to participation in the community. Not simply encouraging others to participate but generating understanding and trust in the process and Council's decision making.

The establishment of a Community Panel (with no set limit on the number of participants interested to join the panel) ensures Council is continuing to implement best practice engagement.

The purpose of the panel is to provide a flexible, as needed, and inclusive engagement forum for community members to:

- discuss and contribute to strategic topics of community interest and impact
- contribute to council decision-making by sharing their views on topics of community interest and impact
- represent the collective views of their communities.

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.

Members will be invited to join a panel on strategic topics as and when needed. The panel will not have regular meetings but will convene on an "as needed" basis.

Engagement activities will be varied and be offered both online and face-to-face. This could include activities like webinars, surveys, focus groups, online polls, deliberative processes, workshops or interviews.

Participants can be involved as much or as little as they like. For these engagement activities participation will be voluntary.

9.6.1 Establishing a Community Panel (cont.)

Panel members will receive regular emails inviting them to participate in our engagement activities on www.share.strathbogie.vic.gov.au.

We will draw on panellists with relevant interest and expertise on a range of topic-based engagement opportunities throughout the year. Topics discussed by a panel may include (but are not limited to):

- Animals
- Arts, Culture and Heritage
- Business and Economy
- Planning
- Community
- Disaster Management
- Environment, Sustainability & Climate Change
- Governance
- Health and wellbeing
- Indigenous
- Parks and recreation
- Sport
- Transport and movement
- Tourism
- Resource Recovery

At times, Council may randomly select individuals to participate in deliberative engagement forums where numbers are limited and must be representative of the broader Strathbogie Shire Community.

In line with best practice engagement, these deliberative engagement opportunities will be independently facilitated. In these instances, participants will be paid.

POLICY CONSIDERATIONS

Council Plans and Policies

Action 1.1.2 of the 2021/25 Council Plan is to complete and implement a review of the Advisory Committee structure to adopt a best practice approach. This report completes this action.

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. List and discuss the regional, state and national plans/policies that are relevant to the report/issue.

The *Local Government Act 2020* has at its core, the aim of ensuring all Victorians have the opportunity to engage with their Council on local priorities and the future of their community.

The Act does not define any type of community engagement that Councils must employ; however, it does ensure that, at a minimum, Councils use deliberative engagement practices in developing certain documents and processes, including strategic and financial plans.

9.6.1 Establishing a Community Panel (cont.)

The intent of the Act is to encourage this by assisting Councils to build capacity in deliberative engagement and for it to become usual practice, rather than an exceptional exercise.

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 is consistent with the intent of the Local Government Act 2020 regarding community engagement.

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.

Council's Engagement Principles (set out in the Community Engagement Policy) ensure a set of minimal requirements and objectives that our community engagement must adhere too. These are:

Genuine and transparent: We will be open and honest in our engagement approach. Our scope will be outlined, the purpose clear and we won't shy away from telling the truth – even when it is hard.

Inclusive and accessible: We will be approachable. We will create an environment where diversity of opinion is welcomed, and everyone is heard.

Responsive and flexible: Our engagement approach will be adaptable to ensure it meets its purpose and generates participation. There is no one-size-fits-all approach so we will be watchful and ready to change.

Listen and learn: We will evaluate and monitor our engagement and consultation to ensure we continually improve.

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.

Panel members will be awarded a payment of \$50 per person per day specifically for deliberative engagement forums attended in full duration.

Attendance at all other engagement activities will be voluntary.

9.6.1 Establishing a Community Panel (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 requirement of section 55 of the Local Government Act 2020 that Council must apply 'deliberative' processes for certain strategic plans will have a financial implication. Deliberative engagement processes are independently facilitated and recruited – meaning Council will be required to engage a contractor to do this work.

Social

Creating a new approach to community engagement – through the establishment of a Community Panel, can generate trust, build contribution, and create better outcomes for Council and our community.

Climate change

Climate Change and the Environment will be identified as a key topic for panel members to identify their interest and expertise on application. These members will be invited to join discussions on these topics as and when needed. It is envisaged panellists with an interest in Climate Change and the Environment will meet regularly to provide feedback and advice on Council's Climate Change Action Plan.

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.

This report recommends a best practice approach to Community Engagement.

HUMAN RIGHTS CONSIDERATIONS

The proposed approach is entirely consistent with the Human Rights Charter, in particular, it promotes the rights of members of the community to take part in public life.

CONCLUSION

The recommendation to establish a Community Panel continues Council's commitment to best practice community engagement.

With no set limit to the number of participants, the establishment ensures all interested community members are able to join the panel, while allowing for a representative sample to be recruited when deliberate engagement is required.

In line with the Local Government Act 2020 this will help Council to make deliberate engagement a practice used more often, and not an exceptional exercise.

ATTACHMENTS

Attachment 1: Strathbogie Shire Council Draft Community Panel Guidelines (*separate document*)

9.6.2 Councillor Training and Development Expense Request – Councillor Laura Binks

Author: Chief Executive Officer

EXECUTIVE SUMMARY

As per the Council Expenses Policy, Councillors are entitled to claim training and development and conference attendance expenses of up to \$1,500 per financial year to participate and complete industry programs that may assist in their performance of duties and responsibilities as representatives for Local Government. Any request for training and conference expenses exceeding this annual allowance must be subject to a Council resolution under section 17.2 of the Council Expenses Policy.

The Mayor, Councillor Laura Binks expressed her desire to participate in the Australian Institute of Company Directors (online) Course organised through Regional Councils Victoria (RCV). RCV will provide each participating council a contribution of \$2,428 towards this course, representing a 35% discount. Councils will be required to pay the balance of \$4,571. The total course value is \$6,999 (+GST).

RECOMMENDATION

That Council:

- 1. Endorse the provision of an additional \$4,571 of training funding to Councillor Laura Binks for participation in the online Australian Institute of Company Directors Course;***
- 2. Note that Council funding of \$4,571 is contingent on Councillor Binks successfully passing all requirements of the course; and***
- 3. Receive a written report from Cr Binks upon the completion of the Australian Institute of Company Directors Course, as required by section 17.2 of the Council Expenses Policy, identifying the key issues of relevance to the Shire and the community benefit gained by the completion of the course.***

PURPOSE AND BACKGROUND

The Local Government Act 2020 (the Act) recognises that Councillors must undertake professional development if they are to meet the requirements of providing leadership and good governance for the municipal community.

The Council Expenses Policy provides guidance for how requirements of the Act around providing appropriate support for Councillors in their duties and meeting expenses related to Council business are to be governed and reported to ensure accountability and public transparency.

Section 17 of the Policy relates to Conference and Training Expenses. It states that an allocation for training and conferences of \$1,500 will be provided to Councillors each financial year.

9.6.2 Councillor Training and Development Expense Request – Councillor Laura Binks (cont.)

There is an ability for a Councillor to apply for funds over and above this amount subject to the completion of a request form and a Council resolution. If approved, the Councillor must also prepare a report for consideration by Council at the end of the conference/training around what was learnt, what is of relevance to the Shire and how the community have benefitted from their participation.

Councillor Binks has completed the Councillor Conference and Training Attendance Form required by the policy which is attached to this report.

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.

Councillors have a duty under the Act and the Councillor Code of Conduct to have the skills and knowledge to be effective leaders and decision makers on behalf of the municipal community of Strathbogie Shire.

The Company Directors Course is designed to ensure that participants not only understand their roles and responsibilities, but also improve their contributions to board performance. Updated bi-annually, the online course provides current and relevant information and case references. Graduates will gain comprehensive knowledge to meet contemporary governance challenges and opportunities.

Specifically, the online Company Directors Course provides participants with a comprehensive coverage of the major issues associated with the role as a director in today's business environment. Upon completion of this course, participants gain a deeper and practical understanding of:

- The duties and practices of directorship and the boards functions and responsibilities,
- The responsibilities and functions of directors and officers considering the key questions directors should ask about their legal environment and its impact on board decision-making,
- The board's roles in developing a culture that is appropriate for the risk appetite/ tolerance of the organisation and the board's role in developing and executing strategy,
- Financial literacy and the board's role in driving organisational performance,
- Effective decision-making, board dynamics, the impact of individual and collective performance and how a constructive board culture can create value for an organisation, and
- Overall directors role by applying the course learning through experiential learning activities.

The assessment is comprised of three tasks: quiz, an exam and an assignment. All three tasks must be successfully completed within three (3) months of completing the course work with a pass mark of 65 per cent to achieve the Company Directors Course award.

9.6.2 Councillor Training and Development Expense Request – Councillor Laura Binks (cont.)

It should be noted that the Mayor, Councillor Laura Binks, commenced participation in this online course on 1 September 2022 due to the timelines of applications and program facilitation.

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.

There has not been any external consultation involved in the preparation of this report as the subject matter relates to an operational matter and compliance with the Council Expenses Policy.

POLICY CONSIDERATIONS

Council Plans and Policies

Councillor Binks' expense request is being submitted for formal review according to the Council Expenses Policy 2019, Part 3, section 17, Conference and Training Expenses.

While the policy states that applications must be made prior to commencement of the training/conference, given the timing of the course enrolment deadlines and the need for Councillors to complete the requisite paperwork to support their application for additional funding, this report was unable to be prepared prior to commencement.

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.

Participation in training and development is consistent with the objectives and requirements of the Local Government Act 2020.

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9, part 2, division 6, part 41 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

Section 8 of the *Local Government Act 2020* (the Act) states that the role of a council is to provide leadership and good governance for the municipal district for the benefit and wellbeing of the municipal community. It must adhere to, and implement, the Overarching Governance Principles and supporting principles outlined in section 9 of the Act in its day to day operations and decision making.

To successfully undertake their role as required under the Act, Councillors need the support of the organisation, along with access to resources and facilities.

Section 39 of the Act outlines provisions for allowances for the mayor, deputy mayor and councillors.

9.6.2 Councillor Training and Development Expense Request – Councillor Laura Binks (cont.)

Section 40 of the Act states that council must reimburse a councillor or member of a delegated committee for out-of-pocket expenses if they:

- are bona fide expenses; and
- have been reasonably incurred in the performance of the role of Councillor or member of a delegated committee; and
- are reasonably necessary for the Councillor or member of a delegated committee to perform that role.

Reporting of Councillor expenses relating to training and conference attendance will be reported to the Audit and Risk Committee prior to publication on Council's website in accordance with Council's Public Transparency Policy.

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 66 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

The purpose of this report is to present all relevant information in an open and transparent context for decision-makers to review and consider. Council encourages and supports Councillors to pursue development and training opportunities to benefit them in performing their role and duties, so long as this is formally requested and adhered to the Council Expenses Policy.

It is noted that the Council Expenses Policy requires Councillors to report back to the community, via a Council report, of the learnings gained from participation in the training and how it benefits the Strathbogie Shire community.

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 additional funding sought by Councillor Binks would be met from this existing budget allocation for Councillor training and development if approval is granted by Council and is contingent on Councillor Binks passing all assessment requirements associated with the AICD course.

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.

There are no direct sustainability implications arising out of this report.

9.6.2 Councillor Training and Development Expense Request – Councillor Laura Binks (cont.)

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.

The Local Government Act 2022 requires Councillors to continue professional development throughout their term, which is one of the means through which Councillors achieve the goal of continuous improvement and innovative thinking.

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.

Participation in external training programs provides Councillors with the opportunity to develop networks and relationships with other Councillors and executives, which may lead to further collaboration in the future.

HUMAN RIGHTS CONSIDERATIONS

There are no significant implications arising from this report in relation to the *Charter of Human Rights and Responsibilities Act 2006* aside from the prospect that participation in further professional development will deepen knowledge around providing people with a fair hearing, respect, equality and dignity and how Councillors can make decisions that are in accordance with human rights principles.

CONCLUSION

Councillor Binks has met the documentary requirements of the Council Expenses Policy.

Should the additional funding be approved by Council, compliance with all reporting aspects of the Policy will be monitored, including reporting of expenses through quarterly reports to the Audit and Risk Committee, and on Council's website, along with a final report at the conclusion of the course to explain what community benefit has been gained.

ATTACHMENTS

Attachment 1: Councillor training and development request form submitted by the Mayor, Councillor Laura Binks (*separate document*)

Attachment 2: Australian Company Directors Course Online brochure (*separate document*)

9.6.3 Community Engagement Policy

Author: Executive Manager Communications and Engagement

Responsible Director: Chief Executive Officer

EXECUTIVE SUMMARY

Community engagement provides opportunities for the community to be involved in planning and decision-making because understanding the needs, aspirations, concerns and ideas of the community creates better outcomes and better decisions.

Hearing from a range of perspectives leads to better decisions and encourages ownership and belonging from all sections of our community. Importantly, it ensures transparency, integrity and trust in Council processes.

The Local Government Act 2020 reformed community engagement on plans, policies and decision-making. The legislation required all Councils to develop and maintain a Community Engagement Policy by March 1, 2021.

Council adopted its Community Engagement Policy in February 2021; this report provides the annual review.

Council's Community Engagement Policy sets the rules about how we engage and who is responsible.

The Community Engagement Strategy 2019-22 sets out how we determine the tools and methods we use to engage, our engagement goals along with determining the level of impact.

Community engagement on a new Community Engagement Strategy – to coincide with the end of the current Strategy – will start in coming months.

The policy ensures that:

- Communication and engagement plans are developed to support proposed, new or existing projects, programs or initiatives within Council;
- All communication and engagement activities undertaken within Council are appropriately researched and planned by the Communications and Engagement Team to effectively target the right audience and achieve the desired outcome for Council and the community;
- Community engagement is a core process that underpins the Community Vision, Council Plan, Financial Plan and Asset Plan;
- Community needs and aspirations are considered in developing and implementing Council's strategic directions and priorities, and;
- Messages are consistent with the short term and long-term goals of Council across all communications.

9.6.3 Community Engagement Policy (cont.)

RECOMMENDATION

That Council:

- 1. *Endorses the annual review of the Community Engagement Policy; and***
- 2. *Notes there have been no changes made to the policy.***

PURPOSE AND BACKGROUND

The Victorian Local Government Act 2020 outlines a set of five overarching principles that are central to our engagement practice. They broadly outline the need for community engagement to be transparent, accountable, meaningfully informed and representative.

The main provisions under section 55 of the Act are that Council must apply 'deliberative' processes for certain strategic plans; must set out its engagement commitment for these and other matters in its Community Engagement Policy and must give effect to the prescribed principles. The policy must specify 'deliberative engagement practices' for the Community Vision, Council Plan, Financial Plan and Asset Plan.

Council has based this policy on best-practice community engagement frameworks including the International Association for Public Participation (IAP2) Core Values for the Practice of Public Participation, the Victorian Auditor General's Office (VAGO) Public Participation Principles and the principles outlined in the Victorian Local Government Act 2020.

This policy is our commitment to the community on the principles and values that guide our community engagement. It applies to our Councillors, staff, contractors and volunteers.

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 policy ensures that engagement happens early in the planning stage for any changes to or introduction of new, services, facilities, policies or local laws that impact our community, including Council's budget. It may need to occur at several stages in the lead up to final plans or decisions.

The greater the impact on the community, the more interactive the engagement will be. Our approach is guided by the IAP2 Spectrum of Engagement which describes five levels of engagement, from 'inform' through to 'empower'.

It matches the role of the community with the level of influence they should expect.

9.6.3 Community Engagement Policy (cont.)

Many projects will involve more than one level of engagement. This is because the community can have different levels of influence at different stages of the project and different groups within the community may be more directly impacted than others.

The table below provides the five levels of engagement that our outlined by the IAP2 framework.

Inform	Consult	Involve	Collaborate	Empower
Public Participation Goal				
To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
Promise to the Public				
We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

There have been no changes made to this policy.

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 engagement has not occurred during the annual review of this policy. Community engagement on a new Community Engagement Strategy – to coincide with the end of the current Strategy – will start in coming months.

9.6.3 Community Engagement Policy (cont.)

POLICY CONSIDERATIONS

Council Plans and Policies

Council's Community Engagement Policy is a key document in helping achieve strategic focus area 1: Engage.Create.Unite in the 2021/25 Council Plan.

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.

It is a key requirement under the Local Government Act 2020 that council must develop and maintain a Community Engagement Policy.

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 Local Government Act 2020 has reformed community engagement on plans, policies and decision-making. The new legislation required all Councils to adopt and implement a Community Engagement Policy by 1 March 2021.

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.

One of the key updates to this Policy is the inclusion of our Engagement Principles. These are a set of minimal requirements and objectives that our community engagement must adhere too. These are:

Genuine and transparent: We will be open and honest in our engagement approach. Our scope will be outlined, the purpose clear and we won't shy away from telling the truth – even when it is hard.

Inclusive and accessible: We will be approachable. We will create an environment where diversity of opinion is welcomed and everyone is heard.

Responsive and flexible: Our engagement approach will be adaptable to ensure it meets its purpose and generates participation. There is no one-size-fits-all approach so we will be watchful and ready to change.

Listen and learn: We will evaluate and monitor our engagement and consultation to ensure we continually improve.

9.6.3 Community Engagement Policy (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.

The requirement of section 55 of the Local Government Act 2020 that Council must apply 'deliberative' processes for certain strategic plans will have a financial implication.

Deliberative engagement processes are independently facilitated and recruited – meaning Council will be required to engage a contractor to do this work.

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

While deliberative engagement processes are independently facilitated and recruited – meaning Council is required to engage a contractor to do this work, good engagement leads to better decisions that are supported by the community.

Social

Best practice community engagement is one of the most effective ways of ensuring meaningful input into our decision making and building trust in Council.

Climate change

One of Council's significant engagement improvements in the past year is our online engagement platform www.share.strathbogie.vic.gov.au. The platform helps Council achieve the aims of this policy and also contributes to Council's Climate Change Action Plan. In particular: Action 19. Monitor paper use and implement paper saving measures across the organisation.

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.

This policy ensures continuous improvement. This includes annual reviews and the implementation of evaluation processes at each engagement activity.

HUMAN RIGHTS CONSIDERATIONS

The Community Engagement Policy is consistent with the Human Rights Charter, in particular, by promoting the rights of members of the community to take part in public life.

9.6.3 Community Engagement Policy (cont.)

CONCLUSION

The Community Engagement Policy has been developed in accordance with section 55 of the Local Government Act 2020. Through the review of this policy, the Council Communications and Engagement Team will continue to ensure that all:

- Communications and engagement activities are effective and of high quality.
- Activities are a derivative of an approved communications and or engagement plan;
- All aspects of Council are considered when preparing communication and engagement activities;
- Activities planned are considered, and where possible cost efficiencies are identified through streamlining or consolidation to avoid duplication or to maximise impact or the opportunity;
- Directors, Executive Managers, or their delegated nominee, approves any communication activities prior to implementation;
- We conduct all community engagement within legislative requirements;
- Our community engagement practices are in line with Council's values, and;
- We undertake evaluation processes to continually improve our approach to community engagement.

ATTACHMENTS

Attachment 1: Strathbogie Shire Council Community Engagement Policy (*separate document*)

Attachment 2: Strathbogie Shire Council Community Engagement Policy - Policy Impact Assessment Tool (*separate document*)

9.6.4 Draft 2022 Victorian Government Election Advocacy Ask

Author: Policy Research and Councillor Support Officer

Responsible Director: Executive Manager Communications and Engagement

EXECUTIVE SUMMARY

The next State Government election will take place on Saturday 26th November 2022.

The next two months provide a significant opportunity for Strathbogie Shire Council to drive a pre-election advocacy campaign, which should consist of five priority projects based the advocacy action identified in the Council Plan 2021 – 25 and Strategic Advocacy Objectives (p.12 of the 2021-2025 Advocacy Strategy).

Council needs to leverage this opportunity to meet with each candidate running for the above-mentioned seats, and present Strathbogie Shire's *Election Advocacy Ask* document, with the aim to receive a pre-election commitment.

Based on Council Plan 2021-2025, the following five projects are prioritised in the 2022 Victorian Government Election Advocacy Ask:

1. Reliable power supply and renewable energy
2. 2026 Commonwealth Games: Lake Nagambie bid for inland coastal rowing
3. The Greening Euroa Project
4. Nature Based Play Space
5. Balmattum Hill Mountain Bike Track – Feasibility Study

Please refer to Attachment 1 of this report to read each advocacy project opportunity, benefit and ask.

RECOMMENDATION

That Council endorse the '2022 Victorian Government Election Advocacy Ask' priorities as listed below:

- 1. Reliable power supply and renewable energy,***
- 2. 2026 Commonwealth Games: Lake Nagambie bid for inland coastal rowing,***
- 3. The Greening Euroa Project,***
- 4. Nature Based Playground (Euroa), and***
- 5. Balmattum Hill Mountain Bike Track – Feasibility Study (Euroa).***

9.6.4 Draft 2022 Victorian Government Election Advocacy Ask (cont.)

PURPOSE AND BACKGROUND

As per the Local Government Act 2020, it is a core duty of Council to advocate to Federal and State Government decision-makers, leaders and authorities on behalf of our community, to achieve the best outcomes for the municipality for the short and long term.

Our Advocacy Strategy (refer Attachment 1) identifies the priorities where our Shire's ambition needs to be matched by other levels of government. It sets out how Council identify and develop projects and undertake activities towards achieving identified priorities. It will also encourage and facilitate a stronger, more strategic and collaborative approach to existing advocacy activities undertaken across Council's services and within departments as well as with our communities. Strathbogie Shire Council looks forward to working with all levels of government to create durable partnerships to see our advocacy priorities come to fruition.

The priorities identified in the Advocacy Ask are consistent with those enunciated in the Council Plan 2021 – 25 and the 2021-2025 Advocacy Strategy which supports ongoing advocacy work and guides timely and issue-based campaigns.

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 strong advocate for its community, directly lobbying decision makers, and making effective representation to State or Federal government.

In the lead up to the 2022 Federal Government elections, Council prepared an Advocacy Ask document (refer Attachment 2) which set out our key projects and funding requests for consideration.

With the next State Government election to take place on Saturday 26th November 2022 the next two months provide a significant opportunity for Strathbogie Shire Council to drive a pre-election advocacy campaign. Based on Council Plan 2021-2025, the following five projects are prioritised in the 2022 Victorian Government Election Advocacy Ask:

1. Reliable power supply and renewable energy,
2. 2026 Commonwealth Games: Lake Nagambie bid for inland coastal rowing,
3. The Greening Euroa Project,
4. Nature Based Play Space, and
5. Balmattum Hill Mountain Bike Track – Feasibility Study

In the lead up to the Victorian Government state election Council will meet with Ministers, Shadow Ministers, Representatives and Parliamentary Secretaries and election candidates with the aim to secure a pre-election promise commitment towards our advocacy priorities.

9.6.4 Draft 2022 Victorian Government Election Advocacy Ask (cont.)

Other ongoing advocacy priorities identified in the Council Plan include:

- Advocate to the State government to deliver expanded public transport options to connect the community to local services and facilities,
- Continue to advocate for the development of the Mangalore Airport as a freight intermodal and transport/ industrial hub,
- Continue to advocate to the Australian Rail Track Corporation (ARTC) for a community led outcome for the redesign of railway infrastructure in Euroa, and
- Continue to advocate to Department of Transport around improving road safety and aligning speed limits with community expectations.

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 formation of the 2021-2025 Council Plan included extensive community consultation and an independently facilitated community panel to form the community vision and strategic focus areas for officers to action, achieve or complete.

Council's Communications and Engagement Policy guides officers to actively generate communications plans for projects and services to inform, consult, involve, collaborate or empower the community through our work (IAP2 Public Participation Spectrum, 2022).

Successful advocacy activities rely on working closely with the community to identify the problem or need, research relevant issues, plan a set of activities, obtain written support, undertake actions and evaluate the results.

POLICY CONSIDERATIONS

Council Plans and Policies

In the 2021-2025 Council Plan, Council's role in advocating is defined as:

Actions where we advocate on behalf of our community: relate to issues that impact our community and affect how we operate but over which we have no role in delivering services or facilities, so we can only advocate for others to take action; the performance indicators are measures of broad trends affecting the Shire.

As per, Strategic focus areas 2,3,4,5 and 6 Council's advocacy priorities are as follows:

2.4 Advocate to the State Government to deliver *expanded public transport options* to connect the community to local services and facilities.

2.1.4 Lobby State and Federal Governments to fund improved *digital and telecommunications infrastructure*.

2.1.6 Support the work being undertaken by the Euroa Mountain Bike Club for the development of a mountain bike track at Balmattum Hill through advocacy with Parks Victoria and relevant government departments.

9.6.4 Draft 2022 Victorian Government Election Advocacy Ask (cont.)

3.1.8 Advocate to Federal and State Government for investment in *reliable power supply infrastructure* with a focus on *renewable energy*.

3.5 Investigate, in partnership with Goulburn Valley Water, opportunities to green open spaces in towns with recycled water from the towns' wastewater treatment plant.

4.1.4 Continue to seek funding to *support local business* in adapting and responding to the Covid-19 pandemic.

4.1.5 Continue to advocate for the development of the *Mangalore Airport as a freight intermodal and transport/ industrial hub*.

4.1.6 Continue to seek funding options for the *upgrade of the Euroa Railway Precinct* as part of the Euroa Structure Plan's implementation.

4.1.7 Continue to advocate to the Australian Rail Track Corporation (ARTC) for a *community led outcome for the redesign of railway infrastructure in Euroa*.

5.6 Continue to advocate to Department of Transport around *improving road safety* and aligning speed limits with community expectations.

5.7 Explore options for the development of a local law around smoking in Council owned public places.

Additional advocacy priorities that are of a timely and issued based nature include the 2026 Commonwealth Games: Lake Nagambie Rowing bid and Nature Based Play Space for Euroa. Each of these projects has the support of the community and would provide significant benefit to Strathbogie Shire residents, businesses, visitors and surrounds.

Other Council Policies referenced include the preparation of this report and in reference to advocacy work outputs on an ongoing basis, include:

- 2021-2025 Advocacy Strategy;
- Communications and Engagement Policy; and
- Media Policy and Protocols.

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.

Strathbogie Shire Council works in collaboration with local, state and national levels of authority to progress infrastructure, services and projects needed for the future of our community.

The following lists have been compiled to demonstrate just some of the relevant policies, strategies and plans that Council reference in grant applications, business cases and advocacy campaigns.

Victorian Government/ State authority:

- Victoria's 30-Year Infrastructure Strategy;
- Department of Transport Policy and Strategy;
- Parks Victoria POL-710
- Sustainability Victoria 2030 Strategy

9.6.4 Draft 2022 Victorian Government Election Advocacy Ask (cont.)

- Department of Environment, Land, Water and Planning
- The Victorian Water Act
- Water for Victoria: Water Plan
- Victoria 2026 Commonwealth Games Sports Program
- Sport and Recreation Victoria
- Department of Health and Human Services Victoria
- Playground equipment, layout and shade guidelines - Dept. of Health
- Victorian Budget 2022/23 and more.

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.

If there is no specific legislative power which applies to the matter, Council may rely on its general power under s.10 of the Act which provides that subject to any limitations or restrictions imposed by the Act or any other Act, Council has the power to do all things necessary or convenient to be done in connection with the performance of its role.

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.

Council's advocacy work and direction both individually and as a collective member of Local Government associations, industry groups, partnerships, and collaborations; is a planned, coordinated and resourced framework to facilitate action and results.

This is primarily achieved by developing and building on strategic relationships through advocacy meetings, correspondence, documentation, communications, media campaigns and collaboration with State and Federal levels of Government.

All advocacy activities and work is documented, and a fair and non-partisan approach is applied at all times.

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 aim of advocacy is to attract funding and create new and beneficial assets for our community where our Shire's ambition needs to be matched by other levels of government.

9.6.4 Draft 2022 Victorian Government Election Advocacy Ask (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

Council advocacy work directly impacts the region's economic activity through the introduction of new, additional or enhanced services of an infrastructure or regulatory form which in turn effects logistics, transport and access to market, business and local industry groups, visitor economy and local market growth.

After two years of State and Federal COVID-19 restrictions, lockdowns and social distancing measures, Council maintains its support for the business sector of the community by providing business newsletters, grant and subsidy information and public spaces and facilities that enhance the natural and built environment as well as attracting new investment, development and the visitor economy.

Social

The people who live, work and visit Strathbogie Shire are the heart of our community, and social considerations in advocacy priorities include, but are not limited to:

- sense of community – e.g. cultural activities, stakeholder participation, recognition of diversity, cultural heritage or social cohesion;
- community services – e.g. range and quality of services for different groups (children and families, young people, elderly people and people with disabilities), accessibility of services or cost of services;
- community health and well-being – e.g. recreation facilities, public safety, health services and facilities or public health implications;
- education and skills development – e.g. number and quality of education options for the community, life-long learning opportunities or meeting local needs; and
- transport – e.g. safety for travellers, emissions and fuel consumption, public transport usage, walking and cycling or transportation needs of all people.

Environmental

Each Council advocacy project has been identified, researched, designed and planned in consultation with relevant industry experts and advisers in relation to environmentally sustainable practices, as per Strategic focus area 3 of the Council Plan 2021-2025: Protect. Enhance. Adapt.

Climate change

Each Council advocacy project has been identified, researched, designed and planned in consultation with relevant industry advisers in relation to climate change action, low emissions and in relation to the environmentally sustainable practices, as per Strategic Focus Area 3 of the Council Plan 2021-2025: Protect. Enhance. Adapt.

9.6.4 Draft 2022 Victorian Government Election Advocacy Ask (cont.)

Projects such as the Greening Euroa Project are designed according to drought resilient strategies by channelling recycled water to water tanks for sports facilities to utilise year-round, while other initiatives such as reliable power supply infrastructure has a focus on renewable energy programs for our community.

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.

The definition of advocacy is to obtain support for a particular cause, project, initiative or policy with the objective to influence decisions within political, economic, social, technological, legal or environmental outcomes and benefits.

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.

Collaboration with all levels of Government, authorities, associations, networks, private sector stakeholders, and community groups is essential in advocacy work and campaigns. As outlined in the adopted 2021-2025 Advocacy Strategy, strategic relationships and local, regional, state and national issues attract more attention and may potentially be more successful when more stakeholders combine to create a more powerful voice.

HUMAN RIGHTS CONSIDERATIONS

Council advocacy work complements human rights considerations with a focus on enhancing liveability, access, inclusion, healthy, safe, transparent and balanced themes across Strathbogie Shire's facilities, services and projects; based on the community vision upon which the Council Plan 2021-2025 was created and endorsed.

CONCLUSION

Strathbogie Shire Council is committed to advocate on behalf of the community and to deliver on plans for the future of our region.

The months leading up to the 2022 Victorian Government Election is a significant opportunity for Strathbogie Shire Council to meet with candidates from all political parties to inform and empower them into making decisions and pre-election commitments.

ATTACHMENTS

Attachment 1: 2022 Victorian Government Election Advocacy Ask (*separate document*)

Attachment 2: Strathbogie Shire Council Advocacy Ask Document (*separate document*)

10. NOTICES OF MOTION

11. NOTICES OF RESCISSION

12. URGENT BUSINESS

- 12.1 Strathbogie Shire Council Audit and Risk Committee – Appointment of Additional Councillor Member

13. CONFIDENTIAL BUSINESS

NEXT MEETING

The next monthly meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday, October 18, 2022, at the Euroa Community Conference Centre, at 6pm.

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