

Strathbogie Shire Council

Extraordinary Council Meeting Agenda

June 6, 2023

Agenda

Extraordinary Council Meeting

Tuesday, June 6, 2023, at 6pm

**Meeting to be held at the Euroa Community Conference Centre and
livestreamed on Council's website:**

<https://www.strathbogje.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 Kristy Hourigan (Seven Creeks Ward)
Cr Chris Raeburn (Honeysuckle Creek Ward)

Officers:

Julie Salomon – Chief Executive Officer
Amanda Tingay – Director Community and Planning
Dawn Bray – Director People and Governance
Vlad Adamek – Director Sustainable Infrastructure
Kristin Favaloro – Executive Manager Communications and Engagement

Municipal Monitor:

Peter Stephenson

Meeting Procedure

1. Welcome

2. 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 of the world's oldest living culture through 60,000 years.

3. Privacy Notice

This public meeting is being streamed live via our website ([Council Meetings and Minutes | Strathbogie Shire](#)) and made available for public access on our website along with the official Minutes of this meeting. All care is taken to maintain your privacy; however, as a visitor in the public gallery, it is assumed that your consent is given in the event that your image is broadcast to the public. It is also assumed that your consent is given to the use and disclosure of any information that you share at the meeting (including personal or sensitive information) to any person who accesses those recordings or Minutes.

4. Governance Principles

Council considers that the recommendations contained in this Agenda gives effect to the overarching governance principles stated in Section 9(2) of the Local Government Act 2020. These principles are as follows:

- 1. Council decisions are to be made and actions taken in accordance with the relevant law;*
- 2. priority is to be given to achieving the best outcomes for the municipal community, including future generations;*
- 3. the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;*
- 4. the municipal community is to be engaged in strategic planning and strategic decision making;*
- 5. innovation and continuous improvement is to be pursued;*
- 6. collaboration with other Councils and Governments and statutory bodies is to be sought;*
- 7. the ongoing financial viability of the Council is to be ensured;*
- 8. regional, state and national plans and policies are to be taken into account in strategic planning and decision making;*
- 9. the transparency of Council decisions, actions and information is to be ensured.*

5. Apologies / Leave of Absence

6. Disclosure of Conflicts of Interest

- 7. Officer Reports**
 - 7.1 Strategic and Statutory
 - 7.2 Community
 - 7.3 Infrastructure
 - 7.4 Corporate
 - 7.5 Governance and Customer Service
 - 7.6 Executive

Julie Salomon
CHIEF EXECUTIVE OFFICER

June 2, 2023

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7. OFFICER REPORTS

7.3 INFRASTRUCTURE

7.3.1 Contract Variation - Contract No. 21/22-23: Violet Town Landfill Rehabilitation

Author: Environment and Waste Coordinator

Responsible Director: Director Sustainable Infrastructure

EXECUTIVE SUMMARY

Council is required by the Environment Protection Authority (EPA) to complete capping works at the Violet Town Landfill. The competitive tender process for this contract was undertaken in 2022 and awarded to Apex Earthworks Pty Ltd at the July 2022 Council meeting for a total sum of \$2,151,946.50 inclusive of GST.

Works were originally scheduled to begin in October 2022 but due to the flood event were delayed until February 2023. Additional requirements imposed by the Environment Auditor and the EPA have resulted in a cost increase of \$477,573.56 inclusive of GST. This will result in a total contract price of \$2,677,277.42, inc GST, should this variation be approved.

Work is still required to complete the biofilter for the landfill gas system and the work will now be moving into winter and as all wet weather days have been used there is potential for further variations for stand down costs to complete the project.

The landfill gas system variation was approved under delegation but due to the total amount exceeding 10% a report is now being presented to Council for the additional amount plus a contingency.

RECOMMENDATION

That Council:

- 1. Accept the variation of \$477,573.56 increasing the value of Contract No 21/22-23 Rehabilitation of the Violet Town Landfill, to \$2,677,277.42, inc GST to cover additional works required to complete the work;***
- 2. Authorise responsible council officers to accept further variations up to the value of \$200,000 to cover any possible additional works required to complete the project; and***
- 3. Note that the cost of the variations form part of the provisional sums allocated to the project when originally awarded at the 19 July 2022 Council meeting***

PURPOSE AND BACKGROUND

Strathbogie Shire Council owns a closed landfill located at 190 McDiarmids Road, Violet Town. This landfill commenced its operations prior to 1960 and ceased accepting municipal waste in 2010. The EPA Environmental License ES39830 was surrendered in 2019. The license allowed this two-cell site to receive putrescible waste, asbestos waste of domestic origin, solid inert waste and shredded pneumatic automotive tyres.

7.3.2 Contract Variation - Contract No. 21/22-23: Violet Town Landfill Rehabilitation (cont.)

The competitive tender process for this contract was undertaken in 2022 and awarded to Apex Earthworks Pty Ltd at the 19 July 2022 Council meeting for a total sum of \$2,151,946.50 inclusive of GST.

In February 2023 rehabilitation works on site began after being delayed from October 2022 due to flooding. Once the works began the environment auditor recommended that the landfill gas system be installed as the capping works were being completed. Auditor requirements to redesign some drainage work has meant a change in the quantities from the original tender schedule.

The landfill gas system variation was approved under delegation but due to the total amount exceeding 10% a report is now being presented to Council for the additional amount plus a contingency.

VARIATION DETAILS

Additional work encountered during construction is summarised as below.

Table 1: Summary of Additional Works

S/N	Description	Amount (Ex. GST)
1.0	<i>Construction of a landfill gas system (already approved under delegation)</i>	\$182,447.60
2.0	<i>Additional subsoil and constructability issues and additional Auditor requirements</i>	\$295,125.96
Total		\$477,573.56 (ex GST)

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.

Accepting to include the additional works was therefore in the best interest of Council as it represents the best value outcome. The variations can be broken into two broad categories that are explained further below.

Variation due to site conditions:

Post the engagement of the contractor and clearing the site several discrepancies were noted in the existing surface levels. This was due to variations in the survey data from excessive vegetation growth on the existing interim cap. This variation has required the EPA to approve the amended design resulting in an increase to the soil levels required.

Provisions are included in the original contract to allow for this expected discrepancy; however, this requires Council approval to utilise these provisional sums as per the Council's procurement guidelines.

7.3.2 Contract Variation - Contract No. 21/22-23: Violet Town Landfill Rehabilitation (cont.)

Variation due to changes in detailed design of LFG:

The EPA require appropriate Landfill Gas (LFG) collection and Treatment systems to be installed for closed landfills. The EPA approved capping design includes a preliminary gas collection system design for installation after the completion of the capping. Therefore, the LFG system was excluded from the original capping construction works and was included for delivery after the capping works as a separate contract.

However, during a review of the detailed design of the LFG system, it was recommended by the designer and the construction verification Auditor to construct the LFG collection system before the capping to avoid damages to the clay liner. Therefore, it was agreed to bring forward the LFG construction from post-capping to pre-capping works and to include in the current contract.

This has caused a variation to the contract to construct the LFG system before the capping construction works. These LFG works are constructed with readily available materials without significant delays to the capping construction works and also avoided future works in the capping.

COMMUNITY ENGAGEMENT

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

Consultation

The matter under consideration did not warrant a community consultation process

Community Implications

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

Risk Management

Timely consideration of the variation while construction is ongoing as vital to successful delivery of the works under this project. Delay in taking decision could attract further costs.

POLICY CONSIDERATIONS

Strategic Links – policy implications and relevance to Council Plan

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 *2012-2025 Council Plan* is relevant with the following:

Strategic focus area 3: Protect.Enhance.Adapt.

- Action 3.1.5: Complete the Violet Town Landfill Rehabilitation project

7.3.2 Contract Variation - Contract No. 21/22-23: Violet Town Landfill Rehabilitation (cont.)

Asset Management Policy

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

Asset Management Strategy

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

LEGAL CONSIDERATIONS

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

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

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.

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 budget allocated to Violet Town Landfill Rehabilitation works in the current Financial Year is \$2,151,946.50. With the proposed variation of \$470,703.42 to the contract, the new contract sum will be of \$2,559,649.92.

The cost of the variations form part of the provisional sums allocated to the project when originally awarded at the 19 July 2022 Council meeting. Accordingly, the additional budget allocation can be accommodated within the existing project allocation for the project.

7.3.2 Contract Variation - Contract No. 21/22-23: Violet Town Landfill Rehabilitation (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 Implications

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

Environmental / Amenity Implications

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

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.

The outcome of the project would ensure safety and promote social interaction across communities within the shire, this would in turn enhance innovation within the society.

HUMAN RIGHTS CONSIDERATIONS

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

CONCLUSION

Council approved tender evaluation recommendation to award 21/22-23 Rehabilitation of the Violet Town Landfill to Apex Earthworks Pty Ltd. Additional works emerging from latent conditions during construction are considered necessary to the success of the project. It is proposed that Council endorse the recommendation to increase the value of contract to accommodate the additional works as discussed in this report.

ATTACHMENTS

Nil

7.3.2 Tender for Contract No. 22/23-70: Balmattum Hill Mountain Bike Trail Consultancy

Authors: Procurement and Tenders Officer and Economic Development and Projects Co-ordinator

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

In late 2022 the Shire was successful in achieving \$241,600 in funding under the Victorian Government's Investment Fact Track Fund to investigate, scope, plan and cost an "All abilities Mountain Bike Facility on Balmattum Hill". Council committed to provide \$ 50,400 towards the project.

Through public advertisement in local and national newspapers, Council invited tenders for a consultant to deliver the shovel ready design for a mountain bike facility on Balmattum Hill, with the initial tender opening on 9am Friday 20 January 2023. At close of the initial tender on Thursday 23 February 2023, three (3) tender submissions were received.

After initial independent assessment and evaluation by a panel of Council Officers, clarification was requested of the three (3) tenderers to ensure that all submissions complied with the Council's Scope, and the supplied pricing was reflective of the Scope requirements. Upon return of the clarification responses, a further assessment and evaluation was undertaken, and the final result of Council Officer's evaluations is summarised in the tables within this report.

This report seeks Council's endorsement to award the Contract to Stantec Australia Pty Ltd and authorise the Chief Executive Officer to execute the Contract accordingly.

RECOMMENDATION

That Council:

- 1. Awards Contract No 22/23-70 – Balmattum Hill Mountain Bike Trail Planning Consultancy to Stantec Australia Pty Ltd to be managed in two stages, for maximum price of \$309,791.00 including GST;***
- 2. Authorises officers to advise the unsuccessful tenderers; and***
- 3. Authorises the Chief Executive Officer to execute the Contract by signing and affixing with the Common Seal of Strathbogie Shire Council.***

PURPOSE AND BACKGROUND

In late 2022, Council was successful in achieving \$241,600 in funding under the Victorian Government's Investment Fact Track Fund to investigate, scope, plan and cost an "All abilities Mountain Bike Facility on Balmattum Hill". Council committed to provide \$50,400 towards the project.

7.3.2 Tender for Contract No. 22/23-70: Balmattum Hill Mountain Bike Trail Consultancy (cont.)

This report seeks Council approval of the recommendations for Contract Number 22/23-70 – Balmattum Hill Mountain Bike Trail Planning Consultancy and to award the contract to the winning submitter as provided in this report.

TENDER PROCESS

Tenders were invited by advertising on “Tendersearch” via the Council website on the 20 January 2023. Council also advertised in Saturday’s The Age newspaper (providing state-wide reach), Shepparton News, Euroa Gazette, Benalla Ensign, Violet Town Village Voice, in the week following release. By the close of tenders at 4.00pm on 23 February 2023, three tender submissions had been received.

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

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

Table 1: Tender Submissions Received

Tender Submissions Received at the close of Tender Period (in Alphabetical Order)
BCX Projects
GMR Engineering
Stantec Australia Pty Ltd

Table 2 below lists the Lump Sum pricing submitted including Provisionals.

Table 2: Tender Offers Received (including GST)

Lump Sum Offers as provided at Close of Tender Period (including GST) in lowest to highest order
\$120,680.00
\$304,480.00
\$309,791.00

Assessment Process

The Strathbogie Shire Staff members reviewing the submission were made up of the following:

1. Director Community and Planning
2. Manager, Projects Delivery
3. Economic Development and Projects Co-ordinator
4. Procurement and Tenders Officer (process facilitator, non-voting member).

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

7.3.2 Tender for Contract No. 22/23-70: Balmattum Hill Mountain Bike Trail Consultancy (cont.)

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

- Tendered Price (40%)
This criterion measures the price only – either lump sum or unit rates – submitted by the tenderer. In accordance with Council's Procurement Guidelines, a price weighting of 40% is applied, unless a Council exemption is sought.

All submissions were given a weighted score for their submitted price based on a comparative assessment of pricing for all tenders. The comparative assessment awards the highest evaluation score (40%) to the lowest priced tender submission. The subsequent tender submissions received reduced evaluation scores based on the percentage difference between them and the lowest priced tender.
- Business & Management Requirements - OHS, COVID-19 SafePlan and Policy, Insurance, Quality, Risk, Management, HR, QMS/ISO (Pass/Fail)
Quality Management Systems, Policies, Relevant Certifications, and Insurance, a weighting of 0 % was allocated to this criterium.
- Capability, Experience, Personnel CVs, Methodology, Equipment, Managing Contract with current commitment (50%)
As the Work requires timely completion and elimination/mitigation of work-related risks, this criterium is considered important therefore allocated a weighting of 50%.
- Tender conformance, Offer of Alternative Tender, Request for Contract Changes/Exclusions (Pass/Fail) 0%
Due to the importance for the tender to meet the specification, a weighting of pass/fail (0)% was allocated to this criterium.
- Local Content (10%)
In accordance with Procurement Guidelines and being consistent with value for money principles, where different products are of comparable price, quality and equivalent value can be sourced either locally or regionally; preference will be given to local suppliers. A weighting of 10% was allocated to this tender.

TABLE 3: Evaluation Criteria

Criteria	Weighting (%)
Price	40%
Business & Management Requirements	Pass/Fail (0%)
Capability, Methodology and Experience	50%
Regional Benefit	10%
Conformance to Contract and Specification	Pass/Fail (0%)
Total	100%

7.3.2 Tender for Contract No. 22/23-70: Balmattum Hill Mountain Bike Trail Consultancy (cont.)

The officers tasked with reviewing the submissions initially met on the morning of 13 April 2023.

At the completion of the meeting, it was agreed that further information be sought from the three tenderers in regard to compliance with Council's scope, ensuring at project completion the plans are 'shovel ready'.

After clarifications were received from all tenderers, Staff members met again on the mornings of 18 May 2023 and the 22 May 2023. At conclusion of this multi-stage process, the Evaluation Panel were satisfied that Stantec Australia's submitted tender represented the most experienced and capable project program, and therefore overall Best Value outcome for Council.

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.

Broad community engagement was not undertaken as this process was a confidential governance process undertaken by Council to appoint a suitable tenderer.

The Balmattum Hill Bike Track Community Reference Group continues to meet regarding the project and the appointed tenderer will engage with this group. Engagement on the project will also continue to be undertaken with the Euroa Chamber of Business and Commerce and the Euroa Rotary Club whom both have a very keen interest in the project.

POLICY CONSIDERATIONS

Council Plans and Policies

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

The *Council Plan 2021-2025* is relevant with the following:

Strategic focus area 2: Live.Access.Connect

Action 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.

LEGAL CONSIDERATIONS

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

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

Conflict of Interest Declaration

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

7.3.2 Tender for Contract No. 22/23-70: Balmattum Hill Mountain Bike Trail Consultancy (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.

In late 2022, Council received funding from the State Government through the Fast Track Investment Fund for an amount of \$241,600. In addition, Council has committed in the 2022/23 budget \$50,400 to the project.

The State funding allocation and the council commitment, both exclude GST. The tender price excluding GST is \$281,628.18, therefore there is the required budget for the project.

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

An economic impact investigation forms part of this initial scoping and costing project and it is anticipated that the construction of an all-abilities facility will have a positive impact on the local economy.

Social

The construction of an all-abilities mountain bike facility at Balmattum Hill will encourage both local people and visitors to undertake physical activities and to interact with other like-minded people. It is anticipated that these factors will have a positive impact on local society.

Environmental

An environmental impact study will be undertaken as a part of this project and any construction would need to take the findings of the environmental impact study into consideration.

7.3.2 Tender for Contract No. 22/23-70: Balmattum Hill Mountain Bike Trail Consultancy (cont.)

Climate change

As highlighted above a number of impact studies will be undertaken to inform a project, that is shovel ready. This will include environmental assessment amongst other considerations.

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 procurement process, this report seeks endorsement to appoint Stantec Australia Pty Ltd to undertake the delivery of Contract No. 22/23-70 - Balmattum Hill Mountain Bike Trail Planning Consultancy.

ATTACHMENTS

Nil

APPENDICES

Appendix 1: Tender Evaluation for Contract No. 22/23-70: Balmattum Hill Mountain Bike Trail Consultancy (CONFIDENTIAL)

7.4 CORPORATE

7.4.1 Hearing of Submissions to Draft 2023/24 Strathbogie Shire Council Budget and Fees and Charges

Author: Chief Financial Officer

Responsible Director: Director People & Governance

EXECUTIVE SUMMARY

The purpose of this report is to receive / hear submissions made under the Local Government Act 2020 (“The Act”) in relation to the Draft 2023/24 Budget Report and the Draft 2023/24 Fees and Charges.

At its 2 May 2023 Extraordinary meeting, Council resolved to seek community comment on the draft 2023/24 Budget and Fees and Charges.

The closing date for submissions was Wednesday 31 May 2023 at 5.00 p.m.

There were fifteen (15) submissions received for the 2023/24 Draft Budget. Four (4) submitters requested to speak to their Budget submissions.

Copies of all submissions have been distributed to Councillors for their information.

It is noted there were no submissions received for the Draft 2023/2024 Fees and Charges.

RECOMMENDATION

That Council:

- 1. Note the fifteen (15) submissions received in response to the public advertisement of the Draft 203/24 Budget;***
- 2. Hear those who wish to be heard in support of their written submissions; and***
- 3. Formally consider all received submissions and the adoption of the Draft 2023/24 Budget and Draft 2023/24 Fees and Charges at an Ordinary Meeting of Council to be held on Tuesday 27 June 2023 at the Euroa Community Conference Centre, commencing at 6.00 pm.***

PURPOSE AND BACKGROUND

The review of the proposed 2023/24 Budget and 2023/24 Fees and Charges was considered by Council at the Extraordinary Council Meeting held on Tuesday 2 May 2023.

Subsequent to that meeting, public notice of the proposed Budget and Fees and Charges was given in local newspapers and on Council’s Share Strathbogie online engagement platform, calling for submissions under Council’s Community Engagement Policy and Section 96(1)(a) of the Act. Submissions in writing were invited until 5.00 p.m. on Monday 31 May 2023.

7.4.1 Hearing of Submissions to Draft 2023/24 Strathbogie Shire Council Budget and Fees and Charges (cont.)

The proposed Budget and Fees and Charges were made available for inspection and accessible on Council's website.

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.

At its 2 May 2023 Extraordinary meeting, Council endorsed the draft 2023/24 Budget and Fees and Charges for public exhibition.

Council invited community members to make submissions to the draft 2023/24 Council Budget and Fees and Charges with the closing date for submissions being 5.00 pm Wednesday 31 May 2023.

In their submission, submitters were able to request to appear in person (or be represented by another person) at the 6 June 2023 Extraordinary Council Meeting. At the conclusion of the public exhibition process:

- Fifteen (15) submissions were received for the 2023/24 Draft Budget,
- No submissions were received for the Draft 2023/2024 Fees and Charges, and
- Four (4) submitters requested to speak to their Budget submissions.

Copies of all submissions have been distributed to Councillors for their information. Attachment 1 details the submissions received.

Following the hearing of submissions and consideration of all submissions, Council will determine a final position on them at the 27 June 2023 Extraordinary Council meeting.

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.

This year the opportunity for meaningful input from our community into our Draft Budget was taken to the next level.

Council Officers created a three-stage engagement program that ensured input into every stage of the Draft Budget's development.

In stage one (November 2022) we launched the innovative Pitch my Project initiative allowing the community several months to 'pitch' their ideas.

The new Pitch My Project Guidelines include an increased level of community input through the community preference period.

Projects that passed through the assessment process progressed to Councillors to receive a score out of a possible 20 points.

7.4.1 Hearing of Submissions to Draft 2023/24 Strathbogie Shire Council Budget and Fees and Charges (cont.)

Ideas that received a score of 11 or over proceeded to the stage two of the engagement program – which was the community feedback stage.

Officers used the Share Strathbogie platform to create a participatory budgeting exercise that allowed the community to have input into how the \$300,000 allocated to Pitch My Project will be spent.

To ensure those who did not have access to the internet could have their say we established ‘survey stations’ in every township to gather hard copy surveys.

We also continued to seek submissions to the 2023/24 Draft Budget and Draft 2022/23 Fees and Charges during a 28-day public exhibition period. Submissions could be made online, in writing or via email.

Two face-to-face Draft Budget Workshops were held with the Share Strathbogie Community Panel – one online and one face-to-face.

Stage three of the engagement program will be closing the loop with the community to inform them how their feedback was used to inform the final 2023/24 Budget.

Throughout every stage we created simple, clear communication materials that provided our community with information about Pitch my Project and the development of the 2023/24 Budget to ensure they understand how they could have their say.

Stage	Goal	Tools and methods
1	<p>To provide every person living in Strathbogie Shire with an opportunity to Pitch their project ideas with Council.</p> <p>To ensure meaningful community input into the 2023/24 Draft Budget.</p> <p>To inform our community about the developments of the 2023/24 Draft Budget and ensure they're clear on how to have their say.</p>	<ul style="list-style-type: none"> • Social media • Media release • Advertising • eNews • Share Strathbogie project page • Letters to key stakeholders • Website content • My Strathbogie Bulletin (delivered to homes throughout shire)
2	<p>To ensure community’s feedback on the Draft Budget is captured.</p> <p>To create a participatory budgeting exercise that allows the community to decide how the \$300,000 allocated to Pitch My Project will be spent</p> <p>To inform the community about the Draft Budget and how to share their feedback.</p>	<ul style="list-style-type: none"> • As stage 1 • Share Strathbogie participatory budgeting exercise • Draft Budget submission form • Letters to Pitch my Project submitters • Survey Stations throughout Shire with participatory budgeting exercise. • Two Budget workshops with Share Strathbogie Community Panel (face-to-face and online)

7.4.1 Hearing of Submissions to Draft 2023/24 Strathbogie Shire Council Budget and Fees and Charges (cont.)

3	<p>Provide the community with the 2023/24 Budget – once adopted.</p> <p>Ensure the community understands how their input created change</p>	<ul style="list-style-type: none"> • As Stage 1 • Letters to submitters • Letters to pitch my project submitters
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Depth of engagement: Collaborate.

Public participation goal: To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.

Promise to the public: 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.

Fifteen submissions were received to the Draft Budget (included in attachment) and the Pitch My Project outcomes will be considered by Council at its Extraordinary Meeting scheduled for June 27, 2023.

The 2023/24 Draft Budget provides funding allocations and support for nominated projects to proceed in both operational and capital works budgets, and, where appropriate, further community consultation will occur throughout the year specific to each project.

POLICY CONSIDERATIONS

Council Plans and Policies

The budget document provides financial resources to achieve the Council Plan objectives, deliver services to the community and provide a capital works program for the benefit of the community. As outlined previously, the proposed community engagement process is in accordance with Council’s Community Engagement Policy.

Conflict of Interest Declaration

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

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.

Consultation with the community around budget priorities has undertaken through our Share Strathbogie sessions and has helped inform the draft Budget. Further community consultation and feedback also undertaken during the 28-day exhibition period.

The draft Budget and draft Fees and Charges will be considered by Council at a Extraordinary meeting on 27 June 2023, open to the public and streamed online via Council’s website.

7.4.1 Hearing of Submissions to Draft 2023/24 Strathbogie Shire Council Budget and Fees and Charges (cont.)

Council's Audit and Risk Committee were presented with the range of draft budget documents on 21 April 2023 acting in its capacity as an independent means of review, accountability and 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.

The Budget and Fees and Charges are significant documents in ensuring the financial viability of Council.

Funding provided by the Budget allows for service delivery and maintenance and upgrade of Council's asset base.

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.

Social

The Budget provides funding for a range of programs which are designed to improve:

- a) sense of community – e.g. cultural activities, stakeholder participation, recognition of diversity, cultural heritage or social cohesion
- b) 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
- c) community health and well-being – e.g. recreation facilities, public safety, health services and facilities or public health implications
- d) transport – e.g. safety for travellers, emissions and fuel consumption, public transport usage, walking and cycling or transportation needs of all people

Climate change

Council is mindful of the requirement under section 9(2)(c) of the 2020 Act relating to overarching governance principles to mitigate and plan for climate change risks. The Budget identifies increased resourcing to pursue actions in Council's soon to be completed Climate Change Action Plan.

CONCLUSION

This meeting provides Council with the opportunity to consider submissions from community members either in writing or via hearing of the submissions prior to adopting a position to finalise the Budget, and Fees and Charges.

ATTACHMENTS

Attachment 1: Submissions to draft 2023/24 Budget

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