

Strathbogie Shire Council

# Council Meeting Agenda

July 18, 2023

# Agenda

## Council Meeting

**Tuesday, July 18, 2023, at 6pm**

**Meeting to be held at the Nagambie Lakes Regatta Centre 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 Reg Dickinson (Lake Nagambie Ward)  
Cr Sally Hayes-Burke (Seven Creeks Ward)  
Cr Kristy Hourigan (Seven Creeks Ward)  
Cr Chris Raeburn (Honeysuckle Creek Ward)

### **Municipal Monitor:**

Peter Stephenson

### **Officers:**

Julie Salomon – Chief Executive Officer  
Amanda Tingay – Acting Director People and Governance  
Vlad Adamek – Director Sustainable Infrastructure  
Rachael Frampton – Acting Director Community and Planning  
Kristin Favaloro – Executive Manager Communications and Engagement  
Phillip Carruthers – Specialist Governance Advisor

## 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. Confirmation of Minutes of Previous Meetings****RECOMMENDATION**

- 1. That the minutes/decisions of the Extraordinary Council Meeting held on Tuesday, June 6, 2023, be confirmed (Council Meetings and Minutes | Strathbogie Shire)**
- 2. That the minutes/decisions of the Council Meeting held on Tuesday, June 20, 2023, be confirmed (Council Meetings and Minutes | Strathbogie Shire)**
- 3. That the minutes/decisions of the Extraordinary Council Meeting held on Tuesday, June 27, 2023, be confirmed (Council Meetings and Minutes | Strathbogie Shire)**

**8. Petitions****9. Reports of Mayor and Councillors and Delegates****10. Public Question Time****11. Officer Reports**

- 11.1 Strategic and Statutory
- 11.2 Community
- 11.3 Infrastructure
- 11.4 Corporate
- 11.5 Governance and Customer Service
- 11.6 Executive

**12. Notices of Motion****13. Notices of Rescission****14. Urgent Business****15. Confidential Business**

**Julie Salomon**  
**Chief Executive Officer**  
**July 14, 2023**

**Next meetings**

An Extraordinary meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday, July 25, 2023, at the Euroa Community Conference Centre, at 2pm.

The next monthly meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday, August 15, 2023, 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, July 18, 2023, by emailing [info@strathbogie.vic.gov.au](mailto: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](http://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 in the Minutes of the meeting, together with a Council reference number.

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	(g) private commercial information, being information provided by a business, commercial or financial undertaking that—	
	(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage	
	Appendix 1:	Nagambie Library Building Condition and Relocation Options - Short Form Lease Proposal, Shop 5 Nagambie Central, High Street, Nagambie
	Appendix 2:	Tender Evaluation for Collaborative Digital Innovation (CODI) IT Systems Alignment Project

## 11. OFFICER REPORTS

### 11.1 STRATEGIC AND STATUTORY PLANNING

#### 11.1.1 Planning Applications Received and Planning Applications Determined - 1 to 30 June 2023

Author: Manager Planning and 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 30 June 2023. The latest available Planning Permit Activity Performance (PPARS) Figures are also attached (Attachment 3). It should be noted that the latest PPARS Figures are for the month of June 2023. The July PPARS Figures were not available at the time of writing this report as the monthly figures are not updated until 15 of each month. The contents of this report are provided for information purposes only.

It is noted that there were eight (8) new planning applications received and nineteen (19) planning applications decided upon during the reporting period.

#### **RECOMMENDATION**

##### ***That Council:***

1. ***Note that there were eight (8) new planning applications received, and nineteen (19) planning applications decided on during the period of 1 to 30 June 2023.***
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.

#### 11.1.1 Planning Applications Received and Planning Applications Determined - 1 to 30 June 2023 (cont.)

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.

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**

**Attachments 1-3:** Planning Applications Received / Planning Applications Determined / Planning Permit Activity Performance Figures



## **11.2 COMMUNITY**

### **11.2.1 Nagambie Library Building Condition and Relocation Options**

Responsible Director: Acting Director Community and Planning

#### ***EXECUTIVE SUMMARY***

Goulburn Valley Regional Library Corporation (GVRLC) has a long-standing agreement with Strathbogie Shire Council to deliver library services across the Strathbogie municipality. A component of this agreement is that Council will provide a suitable location and asset for the library to operate its service. In addition, Council also pays for operating costs including utilities and waste.

The Nagambie Library has been located at 352 High Street, Nagambie, in a Council owned facility for many years.

In May 2023, library staff reported significant damage to the structure with large cracks appearing in the plaster, external brick work and concern regarding the structural integrity. This damage was reported to Council and Council's Building Assets team completed an inspection.

An initial inspection by Council Officers identified significant structural damage, the existing concrete floor has a substantial structural crack running the full length of the dwelling. The floor is heaving in an upwards direction, the significant movement caused by the failing slab posing an extremely high risk to the public and staff. A structural assessment has been completed by Guthrie & McGoldrick Engineers and a recommendation that the Eastern wing of the library is not used, and further testing undertaken. This section of the dwelling is currently used as the Childrens section of the library.

The structural crack also impacts access to the toilet and amenity of the library.

There are three (3) options that Council can take into consideration.

- Option 1: Stay at the current location with a restricted site and service model,
- Option 2: Relocate the Nagambie Library to another Council property located at 11 Prentice Street Nagambie, or
- Option 3: Relocate the Nagambie Library to a property available for lease at Shop 5 Nagambie Central, High Street, Nagambie

Each of the above options has limitations, opportunities and varying financial implications for Council which are detailed in this report.

In considering the three (3) options and following discussion with the CEO GVRLC, officers recommend Option 3, the relocation of the Nagambie Library to the property for lease at Shop 5 in Nagambie Central, High Street, Nagambie, at a cost of \$31,200 excl GST per annum, and the allocation of \$5,000 for one off establishment costs associated with the removal of an internal wall and the installation of appropriate Information and Communications Technology (ICT).

### 11.2.1 Nagambie Library Building Condition and Relocation Options (cont.)

#### **RECOMMENDATION**

##### ***That Council:***

- 1. Approve the relocation of the Nagambie Library, under the operation of Goulburn Valley Regional Library Corporation, to a property for lease at Shop 5 Nagambie Central, High Street, Nagambie (Option 3); and***
- 2. Authorise the Chief Executive Officer to execute a retail lease for one year with the option to extend for two additional one-year terms, as per the conditions in the lease at a cost of \$31,200 per annum and an allocation of \$5,000 for one off establishment costs associated with the removal of an internal wall and the installation of appropriate Information and Communications Technology.***

#### **PURPOSE AND BACKGROUND**

The purpose of this report is to update Council on the current condition of 352 High Street, Nagambie, where the current Nagambie Library operates and propose options for consideration for its relocation based on the condition and structural requirements of the existing site.

Goulburn Valley Regional Library Corporation has a long-standing agreement with Strathbogie Shire Council to deliver library services across the Strathbogie municipality. A component of this agreement is that Council will provide a suitable location and asset for the library to operate its service. In addition, Council also pays for several operating costs including utilities and waste.

The Nagambie Library has been located at 352 High Street Nagambie in a Council owned facility for many years.

In May 2023, library staff reported significant damage to the structure with large cracks appearing in the plaster, external brick work and concern regarding the structural integrity. This damage was reported to Council and Council's Building Assets team completed an inspection.

#### **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.

An initial inspection by Council Officers identified significant structural damage, the existing concrete floor has a substantial structural crack running the full length of the dwelling. The floor is heaving in an upwards direction, the significant movement caused by the failing slab posing an extremely high risk to the public and staff.

### 11.2.1 Nagambie Library Building Condition and Relocation Options (cont.)

A structural assessment has been completed by Guthrie & McGoldrick Engineers and a recommendation that the Eastern wing of the library is not used, and further testing undertaken. This section of the dwelling is currently used as the Childrens Library. The structural crack also impacts access to the toilet and amenity of the library.

Following these assessments, Council officers have investigated three (3) options. Each of the options has limitations, opportunities and varying financial implications for Council which are presented and detailed below.

<p><b>Option 1:</b></p> <p><b>Remain at the current location with a restricted site and service model.</b></p>	<p>The building in its current state is not fit for purpose.</p> <p>This option will require Council to close off a section of the existing library as it is not safe for habitation, it will also require regular inspection and testing to monitor the damage.</p> <p>Furthermore, officers consider that this option also poses risk to library staff and the community as the structural crack in the foundations impedes access to toilets and library amenity.</p>
<p><b>Officer Comment:</b> This option has not been costed as the building is still moving but early estimates are in excess of \$500K - \$600K. Given the structural defects, officers recommend that the building be closed and declared not fit for purpose indefinitely.</p>	
<p><b>Option 2:</b></p> <p><b>Relocate to the Council property located at 11 Prentice Street Nagambie.</b></p>	<p>Refurbishments would be required prior to the relocation of the library to this site.</p> <p>These works include but not limited to, restumping, new floor coverings throughout, internal &amp; external painting, upgrade to unisex toilet to meet DDA &amp; Legislative complaint's, doorways altered to meet DDA requirements and new access ramp to meet DDA &amp; Legislative requirements.</p> <p>Installation of ICT would also be required at this site, at an estimated cost of \$4000, however this may vary due to the age of the building and existing cabling at the site. ICT costs will be negotiated by GVRCLC and Council.</p> <p>Estimated cost for these works is \$250K - \$300K. The work required will need to be scoped accordingly, via public tender process. A Council Report with recommendation would be required to appoint a builder with all works required to be completed prior to the library relocating. This process from end to end would be a minimum of 6 months, subject to contractor availability and project funding.</p>
<p><b>Officer Comment:</b> GVRCLC CEO and Staff have indicated that they do not believe this site is fit for purpose as the site does not enable effective operation of a library service. As such, officers do not recommend this option.</p>	

### 11.2.1 Nagambie Library Building Condition and Relocation Options (cont.)

<b>Option 3:</b>  <b>Relocate to a property for lease at Shop 5 Nagambie Central, High Street, Nagambie</b>	<p>Minor aesthetic works is required including the removal of a non-structural wall and the installation of ICT at an estimated cost at approximately \$5,000. This cost will be negotiated between GVRLC and Council.</p> <p>Per annum costs associated with this option are approximately \$31,200 +GST (inclusive of the oncosts utilities, etc). This annual cost includes utility costs of water, electricity, rates, waste,</p> <p>Details of the confidential short form lease proposal have been provided in (confidential) Attachment 1.</p>
<b>Officer Comment:</b> <p>Given the current limitations of sites one and two, Council officers recommend Option 3 as the preferred option in the short term whilst more is understood about the current and future requirements for the existing library site at 352 High Street Nagambie.</p> <p>This site is also the preferred option of GVRLC as it meets their requirements and is ready for occupation with minimal works to be undertaken.</p>	

The terms as detailed in the retail lease, as presented in (confidential) Attachment 1 and are considered acceptable to Council. The lease provides Council with the flexibility to exit the lease after 12 months if required or allow Council to extend the lease for two (2) additional one-year terms if the building is still required and meeting the needs of all parties. The site offers approximately 150m<sup>2</sup> of space, with a large open plan room, adequate toilet amenities, heating, cooling, an outside fenced courtyard and office/ storage space.

The mobile library is currently operating out of Nagambie two days a week, from Jacobson's Outlook in High Street, on a Monday and Wednesday on a fortnightly schedule, open for a total of 16 hours a fortnight. When operating from 352 High Street, the Nagambie Library operates four days a week, and is open for 18 hours a week. The mobile library is not a sustainable or suitable long-term service model for Nagambie due to size and demand in this 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.

No consultation has occurred with the municipal community. Council became aware of the structural damage in May and received the formal structural assessment in June 2023. Due to the risk posed to the community and GVRLC staff, officers do not believe consultation is required. The community have received notification from GVRLC that the building requires significant maintenance and remains closed.

### 11.2.1 Nagambie Library Building Condition and Relocation Options (cont.)

Council officers have been working closely with the GVRLC Chief Executive Officer and staff, to identify a solution and notify the community as soon as practicable. In regard to a site, GVRLC considers the below elements as essential for the delivery of any onsite library service:

- Occupational health and safety and the safety of community; sound building structure, risks that can be mitigated.
- Accessible; many people that utilise library services have mobility issues/considerations including scooters, prams, walkers.
- Comfortable environment; warm, cool, well-ventilated, and inviting.
- Fit for purpose; requires enough wall space, or open space to show a few small collections.
- Adequate parking and amenity.
- Appropriate ICT functionality.

#### **POLICY CONSIDERATIONS**

##### Council Plans and Policies

Strategic Focus Area 2: *Live. Access. Connect*  
*We all have access to important services*

##### 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/policies that are relevant to the report/issue.

#### **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.

Council has an obligation to meet the requirements of its partnership agreement with GVRLC for the provision of library services in Strathbogie Shire. This includes the provision of a suitable site in Nagambie for the operation of the Nagambie Library.

This report is consistent with the Local Government Act 2020 and the Retail Leases Act 2003.

##### 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.

### 11.2.1 Nagambie Library Building Condition and Relocation Options (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.

In the interests of transparency, Council Officers have prepared this report to be presented to a Council meeting open to the public, in line with Council's transparency goals.

#### ***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 cost of the annual rental is \$31,200 per annum, exc GST. This annual figure includes utility costs including water, electricity, water rates, council rates and waste. The utility costs currently allocated against 352 High Street, totalling \$7,000 can be reallocated to the new leased site to offset costs, as there will be no running costs associated with 352 High Street Nagambie, as no services are operating out of that premise.

Additional funds will be required from Council's operating budget. It is proposed to use some of the savings from the 2023/24 Pitch my Project program to cover rental costs in year 1.

The allocation of up to \$5,000 to support one-off establishment costs will be used to cover the cost of the removal of a non-structural wall and the installation of appropriate ICT to enable the operation of a library. The installation of ICT will be negotiated between both parties. Council's responsibility is to ensure that the building provides a lead in, to enable GVRLC to install the required GVRLC library hardware.

All other fit out costs will be incurred by GVRLC. GVRLC are responsible for the provision of staff amenities (fridge, kettle, printers), desks, chairs, computers, service counters/ kiosks, book storage, book displays, portable book return chute and any other associated relocation costs. Much of the equipment currently used at the existing library site will be relocated to the new premise.

#### ***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**

Libraries provide significant social benefit to the community and particularly to those most at risk. They bring people together to share interest and stories, teach skills and literacy and can provide a point of contact for many in the community with local service providers,

### 11.2.1 Nagambie Library Building Condition and Relocation Options (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.

Council officers have been working closely with GVRLC to consider and plan for library services in the Nagambie area, and on the options proposed in this report. Council and GVRLC have a long-standing agreement to operate this service, understanding how important library services are to local communities.

#### **HUMAN RIGHTS CONSIDERATIONS**

Council officers believe this report and proposal is consistent with the intent and directions of the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

#### **CONCLUSION**

Significant structural damage has been identified at 352 High Street Nagambie. This property is owned by Council and currently hosts the GVRLC Nagambie Library Operations.

Council officers have investigated three (3) options and following thorough consideration of each option, Officers recommend the relocation of the Nagambie Library to a property for lease at Shop 5 Nagambie Central, High Street, Nagambie, at a cost of \$31,200 excl GST per annum. An allocation of up to \$5,000 for one-off establishment costs is also required.

#### **ATTACHMENTS**

**Attachment 1:** Locality Map of Options 1, 2 and 3

#### **APPENDICES**

**Appendix 1:** Short Form Lease Proposal, Shop 5 Nagambie Central, High Street, Nagambie - CONFIDENTIAL

### **11.3 INFRASTRUCTURE**

#### **11.3.1 Tender for Collaborative Digital Innovation (CODI) IT Systems Alignment Project**

Author: Greg Underhill, Manager Digital Innovation and Technology

Responsible Director: Chief Executive Officer

##### ***EXECUTIVE SUMMARY***

Project CODI is the digital transformation project across four Councils, being the Shire Councils of Mansfield (lead Council), Murrindindi and Strathbogie and the Benalla Rural City Council to replace a number of out-of-date systems. A tender was undertaken inviting both best of breed and providers of complete enterprise systems (Enterprise Resource Planning (ERP) solution covering all required systems) to respond.

Project CODI has been funded with a \$1,000,000 grant from the Rural Council's Transformation Program (RCTP), \$888,000 from the Business Acceleration Fund (BAF) and \$2,276,480 from the four partner councils (equating to a contribution of \$569,120 per Council), across three financial years. Both grants have very tight timeframes, with the BAF originally required to be expended by December 2023 and the RCTP required to be expended by June 2024.

Council officers have maintained regular contact with both funding agencies to ensure that any delays do not affect the funding. Both agencies have given in principle support for extensions to the timeframes for delivery.

At close of tender, limited responses had been received for a complete enterprise solution. As such, officers recommend that Councils award part of the program, being Planning, Building and Regulatory Services as well as Information Management.

It is proposed that a further tender process is undertaken on the Finance, Property and Rates and Customer Management elements of the transformation program. The tender will also include HR, Payroll, and Asset Management as optional modules in response to identified gaps within some councils.

##### ***RECOMMENDATION***

###### ***That Council:***

- 1. Formally endorse the awarding of contracts by Mansfield Shire Council in accordance with the Memorandum of Understanding signed by the four (4) partner Councils being Mansfield Shire, Murrindindi Shire, Strathbogie Shire and Benalla Rural City (as endorsed at the September 20 2022 Council Meeting), including payment of all agreed contributions as set out below:***
  - a. Award of the lump sum contract for the implementation of the Planning, Building and Regulatory Services module to E-Vis Pty Ltd for implementation of that module into the four (4) partner Councils.***



### 11.3.1 Tender for Collaborative Digital Innovation (CODI) IT Systems Alignment Project (cont.)

#### *RECOMMENDATION (cont.)*

- b. Award the lump sum contract for the implementation of the Information Management module to Logicalis Pty Ltd for implementation of that module into the four (4) partner Councils.*
- 2. Award the contracts for ongoing servicing agreements between Strathbogie Shire Council and the selected vendors:*
  - a. The Planning, Building and Regulatory Services module to E-Vis Pty Ltd for a term of 5 years, with the option of two x 2-year extensions, and*
  - b. The Information Management module to Logicalis Pty Ltd for a term of 5 years, with the option of two x 2-year extensions.*
- 3. Note the budget allocation for the Financial Year 2023-24 of \$361,000 (excluding GST) as Strathbogie Shire Council's contribution to Project CODI.*
- 4. Note the initial contract period for Strathbogie Shire is 5 years from commencement, with options of two x 2 year extensions; and*
- 5. Authorise the Chief Executive Officer to execute the contracts.*

#### **PURPOSE**

To seek Council approval to award contracts for the delivery of new systems for Planning, Building and Regulatory Services and for Information Management, to be implemented across four (4) partner Councils, being Mansfield Shire Council, Murrindindi Shire Council, Strathbogie Shire Council and Benalla Rural City Council.

#### **ISSUES, OPTIONS AND DISCUSSION**

##### **Background**

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 CODI Project vision is to “To transform ICT & Digital Systems to enable “Customer First” service delivery whilst supporting efficient and productive business processes and enhancing shared capabilities for councils' collaboration.”

### 11.3.1 Tender for Collaborative Digital Innovation (CODI) IT Systems Alignment Project (cont.)

All four (4) partner Council's currently operate a range of out-of-date systems, with the systems being replaced as part of this project as follows:

- Building, Planning and Regulatory Services
- Finance
- Customer Relationship Management, including Customer Request Management
- Rates and Property
- SharePoint based Information Management (Records). This includes the Microsoft Platform alignment and governance requirements.

The tender documentation included options modules for replacement for Human Resources and Payroll, however evaluation of these modules was delayed due to lack of funding, time constraints for assessment and limited tender responses. It is now proposed to include these in the new tender process and ensure adequate time for evaluation.

The tender was for an initial term of 5 years, with two, 2-year extensions, being a total contract timeframe of 9 years.

The transition to new systems will be supported through the alignment of business processes at each of the four councils. Table 1 details the revised timelines for the delivery of these programs.

**Table 1: Timelines for implementation**

Program	Details	Revised Commencement Date	Revised Completion Date
Planning, Building and Regulatory Services System	PB&R system project commences immediately upon contract signing and must be delivered for all four councils by 01-Dec-2023	August 1, 2023	Jan 2, 2024
Information Management System	IM system project commences immediately upon contract signing for a single council which must be live by 22- Dec-2023. Other councils will follow and must be delivered for two additional councils by 01-Jul-2024 and for the remaining council by 01-Dec-2024.	August 1, 2023	Dec 1, 2024
Finance System	Finance system project commences shortly after contract signing and must be delivered for all four councils by 2-Jan- 2024	Nov 1, 2023	May 1, 2024

### 11.3.1 Tender for Collaborative Digital Innovation (CODI) IT Systems Alignment Project (cont.)

Customer System	CRM system project commences shortly after contract signing. The customer database must be in place by 30-Nov- 2023 and the full system must be delivered to all four councils by 01-Mar- 2024.	Dec 1, 2024	Sept 1, 2024
Property and Rating System	P&R system project commences shortly after contract signing and must be delivered for all four councils by 01-Jul-2024	Jan 2, 2024	Dec 30, 2024

As detailed, the priority programs to be replaced are the Planning, Building and Regulatory Services and Information Management Systems. It is acknowledged that going to tender will delay the commencement of implementation of the other modules, but these dates will be confirmed when more information is available as to new commencement dates.

A tender was prepared and placed on an electronic tender portal on April 12, 2023 and closed on May 11, 2023. Tenderers could submit a proposal for either a best of breed system or for an ERP system. Table 2 shows the weightings applied to the evaluation.

**Table 2: Evaluation weightings**

Item	Description	Weighting
Price	Tendered total cost within budget and represents value for money	40%
Previous performance and technical capability	Extensive demonstrated evidence of recent successful deliveries in local government or similar industries and significant technical expertise and timely support	25%
Delivery capacity and methodology	Delivery methodology is fit-for-purpose to the requirements and demonstrated sufficient capacity to successfully deliver to timelines across four councils	25%
Local benefit	Provides a benefit to local region and economic development	5%
Environment & Sustainability	Evidence of a commitment to reduction of greenhouse gases, plus concrete sustainability initiatives in place that consider social, economic and environmental impacts	5%

### 11.3.1 Tender for Collaborative Digital Innovation (CODI) IT Systems Alignment Project (cont.)

There were six (6) mandatory requirements that needed to be met by vendors to be shortlisted as follows:

1. Satisfaction of insurance requirements
2. Financial capacity
3. Satisfactory Covid19 Vaccination statement
4. Compliance with OHS Regulations
5. Fully Cloud Based Solution
6. Solution able to integrate with Share Point based information management systems

At the close of the tender, seven (7) submissions had been received. Five (5) of these were selected for shortlisting and demonstrations arranged to assist with the evaluations: Council Wise, DataCom, E-Vis, Logicalis and Open Office. Two vendors tendered for enterprise-wide-systems (ERP's).

The two vendors submitting for Information Management are proposing an arrangement with AvePoint Cloud Records. AvePoint is an in-place solution that captures records in the content sources at the point of creation and provides the information governance framework to satisfy required Victorian Public Record Management standards.

#### **Tender Process**

Each module was assessed by council officers from all four (4) councils, through the assessment of submitted tender documents, evaluations undertaken by subject matter experts from demonstrations of each vendor and through two reference checks for each vendor.

#### **Evaluation Results**

A detailed tender evaluation report is included in the Confidential Appendices to this report.

After consideration of all the criteria, the evaluation panel made up of representatives from each of the four (4) partner councils, concluded that the tender process provided that E-Vis Pty Ltd was the most advantageous tender for the delivery of the Planning, Building and Regulatory Services and that Logicalis was the most advantageous tender for the delivery of Information Management.

The following key points informed the officer recommendation:

#### 1. Price:

While the prices for E-Vis and Logicalis are higher than the other vendors, the quality of the interface and demonstrated successful use of the product across councils in Victoria, as well as the demonstrated implementation and technical support, weighted the products higher than the lower priced options from the two other tenderers.

### 11.3.1 Tender for Collaborative Digital Innovation (CODI) IT Systems Alignment Project (cont.)

#### 2. Capability

Both vendors, E-Vis and Logicalis, demonstrated that they were capable of implementing the systems across all four (4) partner councils within the required timeframes. They also demonstrated that they have the in-house specialists required to fully address the specific regulatory requirements for these areas, which is very important. Change management was also a key strength for these vendors, with the ability for both of them to be able to consider and assist with the changes that will be required across all four councils.

#### 3. Capacity

Both vendors have the ability and resources to complete the works within the expected timeframes. They have extensive experience working with local government, and their support teams are both highly experienced.

When considering the five (5) modules and based on the evaluation process, an assessment of what could be awarded at this point and what modules should be deferred to a future tender are detailed in Table 3 below.

**Table 3: Assessment of Modules to award**

Module	Assessment
<b>Building, Planning and Regulatory Services</b>	<p>There are three (3) vendors for this module, being, DataCom, Open Office and E-Vis.</p> <p>Two of these currently provide services for a range of Council's across Victoria and Australia. It was determined that the officers were being presented with the most advantageous options in the market and would be able to make a recommendation.</p> <p>In addition, the timelines associated with the Business Acceleration Fund require that this element be awarded without delay.</p>
<b>Officer Recommendation:</b> Award tender for Building, Planning and Regulatory Services to E-Vis Pty Ltd.	
<b>Information Management</b>	<p>Two (2) vendors submitted for this module, but due to the tender requirements, being a SharePoint base for provision of records storage, the offer from both vendors was SharePoint with AvePoint interface.</p> <p>As this is a critical element to the implementation of the rest of the program and both tenders were able to provide the service required, a recommendation is able to be made for this program.</p>
<b>Officer recommendation:</b> Award tender for Information Management to Logicalis Pty Ltd.	

### 11.3.1 Tender for Collaborative Digital Innovation (CODI) IT Systems Alignment Project (cont.)

<b>Financial</b>	<p>Two (2) vendors submitted for these modules, both as part of an ERP. The demonstrations were not able to provide enough confidence from the technical users on the products being proposed to give the evaluation panel enough confidence that the product would provide a service that was in the best interests of the organisation.</p> <p>There is also a belief that other options may be available in the market.</p> <p>It is recommended that a new tender process be undertaken, with a request to both vendors to retender for the remaining three (3) systems as an ERP, with the addition of the two optional modules, and to look to invite Civica and TechOne to provide an ERP response for the four (4) partner Councils.</p>
<b>Customer Management</b>	
<b>Property and Rating</b>	<p>Three (3) submitted for these modules, with two as part of an ERP. The demonstrations were not able to provide enough confidence from the technical users on the products being proposed to give the evaluation panel enough confidence that the product would provide a service that was in the best interests of the organisation.</p> <p>There is also a belief that other options may be available in the market.</p> <p>It is recommended that a new tender process be undertaken, with a request to both ERP vendors to retender for the remaining three (3) systems as an ERP, with the addition of the two (3) optional modules, as well as providing opportunity for other vendors.</p>
<p><b>Officer Recommendation:</b> Undertake a new tender process for an ERP for remaining systems, namely Financial Customer Management and Property and Rating with the option of providing a solution for HR and Payroll modules.</p>	

#### **COMMUNITY ENGAGEMENT**

Community engagement is not considered required with Project CODI as it involves the implementation of IT System upgrades to support improved operational efficiencies and is part of a collaborative tender process with four (4) partner councils.

### 11.3.1 Tender for Collaborative Digital Innovation (CODI) IT Systems Alignment Project (cont.)

#### **POLICY CONSIDERATIONS**

##### Council Plans and Policies

This tender aligns with the below three strategic focus areas in the Council Plan:

- Strategic focus area 4.3 Upgrade online and automated processes for approvals and permits wherever possible to support the construction sector.
- Strategic focus area 6.2 Develop and implement an Information Technology Strategy to ensure the organisation has a suite of fully integrated systems to maximise operational efficiency.
- Strategic focus area 6.1.9 Develop a business case for an integrated enterprise resource management system.

##### Regional, State and National Plans and Policies

The tender has been undertaken in compliance with all four (4) Council partners Procurement Policies, as required by the *Local Government Act 2020*. This stipulates that the purchase of all goods and services for which the estimated expenditure exceeds \$200,000 for building and construction works must be undertaken by public tender.

The conditions of tendering have been prepared in conformance with the Mansfield Shire Council Contract Conditions, which set out the ethics and obligations of the Principal and Contractor in the tender process.

#### **LEGAL CONSIDERATIONS**

The Legal considerations are covered off in the Memorandum of Understanding that each of the four councils have signed off on that was endorsed at the September 20, 2022 Council meeting: [20220920 Item-9.4.2 Attachment-2 Final-Draft-Memorandum-of-Understanding-RCTP.pdf \(strathbogie.vic.gov.au\)](#).

Implementation contracts for the two proposed IT solutions will utilise Mansfield Shire Council standard contract templates. Future individual (operational) Council contracts will utilise each Councils own contract templates.

#### **Conflict of Interest Declaration**

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

#### **Transparency**

This report contains confidential information pursuant to the provisions of Section 66(2) of the Local Government Act 2020 under Section 3(g) - private commercial information, being information provided by a business, commercial or financial undertaking that:

- (i) relates to trade secrets; or
- (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

### 11.3.1 Tender for Collaborative Digital Innovation (CODI) IT Systems Alignment Project (cont.)

#### **FINANCIAL VIABILITY CONSIDERATIONS**

Project CODI has been funded with a \$1,000,000 grant from the Rural Council's Transformation Program (RCTP), \$888,000 from the Business Acceleration Fund (BAF) and \$2,276,480 from the four partner councils (equating to a contribution of \$596,120 per Council), across three financial years. Both funds have very tight timeframes, with the BAF originally required to be expended by December 2023 and the RCTP required to be expended by June 2024.

The overall funding for the project, per component, has been allocated as detailed in Table 4 below:

**Table 4:** *Project CODI funding breakdown*

Component	RCTP Funding	BAF Funding	Council Contribution	Total Budget
Program Management	\$224,289	\$82,000	\$510,591	\$816,880
Non-System Components	\$26,736	Nil	\$60,864	\$87,600
MS365 Alignment and Governance	\$20,144	Nil	\$45,856	\$66,000
Information Management	\$164,506	Nil	\$374,494	\$539,000
Financials	\$262,477	Nil	\$597,523	\$860,000
Customer Relationship Management	\$119,030	Nil	\$270,970	\$390,000
Property and Rating Management	\$182,818	Nil	\$416,182	\$599,000
Planning, Building and Regulatory Services	Nil	\$806,000	Nil	\$806,000
<b>TOTAL</b>	<b>\$1,000,000</b>	<b>\$888,000</b>	<b>\$2,276,480</b>	<b>\$4,164,480</b>
<b>Council Contribution</b>			<b>\$569,120</b>	

#### **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 introduction of improved systems will enable the Councils to provide better and more efficient services to the community and support economic development of the regions through streamlined processes. The costs associated with maintaining legacy systems and manual processes will be significantly reduced however this saving will offset the ongoing licensing costs.

##### **Social**

The introduction of improved systems will enable the Councils to engage better with their communities and with each other to collaborate on delivering the best outcomes to meet the needs of the communities.



### 11.3.1 Tender for Collaborative Digital Innovation (CODI) IT Systems Alignment Project (cont.)

#### **Environmental**

There are no environmental considerations to be made at this time as the changes proposed are digital in nature. Future stages of the project may need to consider environmentally friendly disposal processes for redundant infrastructure.

#### **Climate change**

This proposal will lead to cloud based systems which reduces the requirement for councils to house traditional on premise infrastructure, thereby reducing power consumption.

#### ***INNOVATION AND CONTINUOUS IMPROVEMENT***

Project CODI will provide continuous improvement and innovation for all four councils with improved programs to help deliver key services of Council. Project and contract management procedures are regularly reviewed to further improve project and contract outcomes, as well as conducting performance reviews and seeking feedback from contractors and suppliers.

#### ***COLLABORATION***

Project CODI is a joint collaboration with Strathbogie, Murrindindi, Mansfield, and Benalla Councils as part of the Rural Councils Transformation Program and Business Acceleration Fund. Upon completion of the project, both systems and processes will be aligned across the four Councils thereby enabling further options for shared services.

#### ***HUMAN RIGHTS CONSIDERATIONS***

There have been no identified human rights implications from this proposal.

#### ***CONCLUSION***

The evaluation panel concluded that E-Vis Pty Ltd was the most advantageous tender for the delivery of the Planning, Building and Regulatory Services and that Logicalis was the most advantageous tender for the delivery of Information Management.

In line with the MOU, the implementation contract will be awarded and managed by Mansfield Shire Council as the lead Council on the project, with individual servicing agreements to be entered into by all four (4) Council's for the ongoing costs associated with the program.

A further tender will be undertaken for the remaining modules not awarded at this juncture of the project.

#### ***ATTACHMENTS***

Nil

#### ***APPENDICES***

**Appendix 2:** Tender Evaluation for Collaborative Digital Innovation (CODI) IT Systems Alignment Project - CONFIDENTIAL

**11.3.2 Contracts and Works Awarded Under Delegation - 1 to 30 June 2023**

Author: Procurement and Tenders Officer

Responsible Director: Director People and Governance

***EXECUTIVE SUMMARY***

The purpose of this report is to inform Council and the community of the status of request for the publicly advertised tenders, invitations for written quotations and quotations provided using collaborative and/or third party contracts which have been awarded under delegation for the period 1 June 2023 to 30 June 2023. This report specifically relates to works and/or services that formed part of Council's approved 2022/23 budget.

***RECOMMENDATION******That Council:***

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

***PURPOSE AND BACKGROUND***

In line with Council's approach to transparency and good governance, the Contracts and Works Awarded Under Delegation report will be tabled for information purposes at each Council Meeting. The report details any contracts and works 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 and/or services that formed part of Council's approved 2022/23 budget.

***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 \$170,000 for Goods and Services and \$220,000 for Works
- A Director – award a contract up to the value of \$50,000 for Goods and Services and \$50,00 for Works
- A Manager – award a contract up to the value of \$15,000 for Goods and Services and \$15,000 for Works.

11.3.2 Contracts and Works Awarded Under Delegation – 1 to 30 June 2023 (cont.)**Contracts Awarded Under Delegated Authority by Chief Executive Officer**

<b>Contract No.</b>	CN 22/23-79
<b>Contract Name</b>	<b><i>On-line Engagement Hub</i></b>
<b>Contract Details</b>	Contract term - 3 year + option of 2 single year extensions (at discretion of Council)
<b>Value Including GST</b>	\$78,300
<b>Awarded to</b>	Social Pinpoint
<b>Scheduled Commencement</b>	10 July 2023
<b>Scheduled Completion Date</b>	09 July 2026

**Contracts Awarded Under Delegated Authority by Director**

<b>Contract No.</b>	PN 22/23-15
<b>Contract Name</b>	<b><i>Annual renewal ICT Service Desk System Renewal</i></b>
<b>Contract Details</b>	This is an exemption to obtaining marketplace under the 2022 Strathbogie Shire Procurement Policy, Item 20 Exemptions - <i>"Information technology, software renewals"</i> Annual service fee.
<b>Value Including GST</b>	\$1,204.50
<b>Awarded to</b>	Layton Technology
<b>Scheduled Commencement</b>	22 June 2023
<b>Scheduled Completion Date</b>	21 June 2024

<b>Contract No.</b>	PN 22/23-16
<b>Contract Name</b>	<b><i>Virtulisation application software</i></b>
<b>Contract Details</b>	Awarded under IT licence agreement provisions of Strathbogie Shire Procurement Policy. Officer used pricing via MAV group buying Contract to obtain best value pricing.
<b>Value Including GST</b>	\$41,875.00
<b>Awarded to</b>	VMWare
<b>Scheduled Commencement</b>	30 June 2023
<b>Scheduled Completion Date</b>	29 June 2024

11.3.2 Contracts and Works Awarded Under Delegation - 1 to 30 June 2023 (cont.)

<b>Contract No.</b>	PN 22/23-17
<b>Contract Name</b>	<b><i>eDRMS (Infowise) Subscription – System Renewal – MAGIQ Documents</i></b>
<b>Contract Details</b>	This is an exemption to obtaining marketplace under the 2022 Strathbogie Shire Procurement Policy, Item 20 Exemptions - <i>“Information technology, software renewals”</i> . Annual service fee.
<b>Value Including GST</b>	\$24,052.00
<b>Awarded to</b>	MAGIQ Software
<b>Scheduled Commencement</b>	30 June 2023
<b>Scheduled Completion Date</b>	29 June 2024

**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**

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

**Community Implications**

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 works projects.

**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 formed part of Council's adopted 2022/23 budget.

### 11.3.2 Contracts and Works Awarded Under Delegation - 1 to 30 June 2023 (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 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 tenders, invitations for written quotations and quotations provided using collaborative and/or third party contracts which have been awarded by the Chief Executive Officer, Directors and Managers under delegated authority of the Council during the period 1 June to 30 June 2023.

#### ***ATTACHMENTS***

Nil.

## **11.5 GOVERNANCE AND CUSTOMER SERVICE**

### **11.5.1 Victorian Independent Remuneration Tribunal - Annual Adjustment to allowances payable to Mayors, Deputy Mayors and Councillors**

Author: Acting Director People & Governance

Responsible Director: Chief Executive Officer

#### ***EXECUTIVE SUMMARY***

The Victorian Independent Remuneration Tribunal has released its annual adjustment to allowances payable to Mayors, Deputy Mayors and Councillors.

Local Government Victoria has recently written to councils advising that the Victorian Independent Remuneration Tribunal has made a Determination (on the 30 June 2023) providing for an annual adjustment to the values of the allowances payable to Mayors, Deputy Mayors, and Councillors. The Tribunal is required to make annual adjustments to the values of the Councillors (Victoria) Determination No. 01/2022.

The Tribunal has reviewed a number of factors to inform its determination; current and projected economic conditions/trends, financial position and fiscal strategy for the State, recent remuneration adjustments for comparable roles and the limited amount of time that has passed since the last annual adjustment to allowances of 1.5 per cent, which took effect on 18 December 2022.

The Tribunal received three written submissions during the consultation period which closed on the 28 April, all which are in de-identified form on the Victorian government website.

On 30 June 2023, the Tribunal made the Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Annual Adjustment Determination 2023.

The Tribunal determined a 2% increase to the values of the base allowances payable to Mayors, Deputy Mayors and Councillors, effective from 1 July 2023. A 2% increase has also been applied to the base allowance values which take effect on:

- 18 December 2023
- 18 December 2024 (Mayors and Deputy Mayors only)
- 18 December 2025 (Mayors and Deputy Mayors only).

The Tribunal has decided to increase the base allowance payable to each Council member by 2 per cent from 1 July 2023. This is in addition to the 1.5 per cent adjustment made on 18 December 2022, resulting in an approximate 3.5 per cent increase to allowances compared to 1 July 2022.

The Determination also adjusted the value of the remote area travel allowance by 2%.

Strathbogie remains a Category 1 municipality, which means the allowances are at the lowest end of those set for all councils.

#### 11.5.1 Victorian Independent Remuneration Tribunal - Annual Adjustment to allowances payable to Mayors, Deputy Mayors and Councillors (cont.)

Council must award councillors the allowance set by the Tribunal under the Local Government Act 2020. As the advice from Local Government Victoria was received on 30 June 2023, following the adoption of the 2023-24 Council budget, an adjustment to allow for this increase will be made in the mid-year budget review.

The purpose of this report is to note the findings of the Tribunal and to align the allowances set by the Tribunal to those paid to our Mayor, Deputy Mayor and Councillors that commenced on 1 July 2023.

#### ***That Council:***

1. ***Note the findings of the Victorian Independent Remuneration Tribunal in relation to allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Annual Adjustment Determination 2023.***
2. ***Set the base allowances for the period between 1 July 2023 and 17 December 2023 as follows:***
  - (a) ***Mayor - \$79,492***
  - (b) ***Deputy Mayor - \$39,746***
  - (c) ***Councillors - \$25,650.***
3. ***Note that the Tribunal has determined a 2% increase to the values of the base allowances payable to Mayors, Deputy Mayors and Councillors, effective from 1 July 2023. A 2% increase has also been applied to the base allowance values which take effect on: 18 December 2023, 18 December 2024 (Mayors and Deputy Mayors only), 18 December 2025 (Mayors and Deputy Mayors only).***
4. ***Note that a Council member that normally resides more than 50 kilometres from the location of Council meetings and other meetings they are required to attend by Council resolution is entitled to be paid a Remote Area Travel Allowance of \$45.90 for each day on which such meetings are held, up to a maximum allowance of \$5,738 per annum.***
5. ***Note that councillors can elect to receive:***
  - (a) ***all of the allowance to which they are entitled,***
  - (b) ***a nominated portion of the allowance, or***
  - (c) ***receive no allowance.***

#### **PURPOSE AND BACKGROUND**

The Local Government Act 2020 requires the Victorian Independent Remuneration Tribunal (Tribunal) to review and determine councillor allowances. The Tribunal's report outlines the factors it took into account in making its determination, which include but are not limited to:

- Current and projected economic conditions/trends
- Financial position and fiscal strategy for the State
- Recent remuneration adjustments for comparable roles
- Written submissions (three were received).

#### 11.5.1 Victorian Independent Remuneration Tribunal - Annual Adjustment to allowances payable to Mayors, Deputy Mayors and Councillors (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.

The Tribunal is required to make an annual adjustment to the values of the allowances payable to Council members set in a Determination under the *Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019 (Vic) (VIRTIPS Act)*. The Determination in effect is the *Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Determination No. 01/2022* (Comprehensive Determination), which was made in March 2022.

In December 2022, the Tribunal made its first annual adjustment to the values set in the Comprehensive Determination (2022 Local Government Annual Adjustment Determination). The Tribunal determined to increase the values of all base allowances by 1.5 per cent with effect from 18 December 2022. A 1.5 per cent increase was also applied to the daily rate for the Remote Area Travel Allowance. The Tribunal is required to include a statement of reasons in a Determination. This Statement of Reasons relates to the *Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Annual Adjustment Determination 2023* (2023 Local Government Annual Adjustment Determination). The 2023 Local Government Annual Adjustment Determination takes effect on 1 July 2023.

The full report from the Tribunal can be accessed through the following link: [Allowances for Mayors, Deputy Mayors and Councillors | Victorian Government \(www.vic.gov.au\)](https://www.vic.gov.au/allowances-for-mayors-deputy-mayors-and-councillors-victorian-government)

##### **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.

Council has not undertaken any engagement process in relation to this matter given the Local Government Act 2020 is clear the Victorian Independent Remuneration Tribunal is responsible for setting allowances. The Tribunal did seek input from the public during a consultation phase, with three submissions received. The submissions (all de-identified), are viewable on the Tribunal's webpage using the following link: [Submissions to the 2023 Local Government Annual Adjustment Determination | Victorian Government \(www.vic.gov.au\)](https://www.vic.gov.au/submissions-to-the-2023-local-government-annual-adjustment-determination)

##### **POLICY CONSIDERATIONS**

###### Council Plans and Policies

Being transparent around the setting of Councillor allowances is consistent with the goals under Strategic Focus Area 6 Accountable. Transparent. Responsible. One of the strategies outlined under this focus area is to achieve the highest level of good governance across the organisation and elected council.



#### 11.5.1 Victorian Independent Remuneration Tribunal - Annual Adjustment to allowances payable to Mayors, Deputy Mayors and Councillors (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 setting of allowances in accordance with the Tribunal's findings is consistent with State legislation and 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.

Division 6 of the 2020 Act sets out Entitlements. Section 39 relates to allowances for mayors, deputy mayors and councillors and clearly sets out that only one allowance is to be paid – that is you cannot receive a mayor or deputy mayor allowance and a councillor allowance at the same time.

Section 39(4) also states that a council cannot resolve to pay allowances that exceed the amounts specified by the Tribunal's determination.

Section 39(5) states that a mayor, deputy mayor or councillor may choose to:

- Receive all of the allowance to which they are entitled
- Part of the allowance (the amount of allowance to be paid must be specified by the councillor)
- None of the allowance.

##### **Conflict of Interest Declaration**

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

##### **Transparency**

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

The purpose of this report is to inform the community about the findings of the Remuneration Tribunal and to ensure a council resolution is in place to note the allowances to be paid to the Mayor, Deputy Mayor and Councillors.

##### **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 Tribunal has decided to increase the base allowance payable to each Council member by 2 per cent from 1 July 2023. This is in addition to the 1.5 per cent adjustment made on 18 December 2022, resulting in an approximate 3.5 per cent increase to allowances compared to 1 July 2022.

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11.5.1 Victorian Independent Remuneration Tribunal - Annual Adjustment to allowances payable to Mayors, Deputy Mayors and Councillors (cont.)

Council's 2023/24 Budget was adopted on 27 June 2023, and the Tribunal's decision was made on the 30 June 2023. Given this an adjustment to the 2023/24 budget, it will be made as part of the mid-year budget review.

No provision has been made for the payment of the Remote Area Travel Allowance given Councillors have elected not to claim this payment to date.

***HUMAN RIGHTS CONSIDERATIONS***

There are no implications arising from this matter in relation to the Charter of Human Rights and Responsibilities Act 2006.

***CONCLUSION***

The Victorian Independent Remuneration Tribunal (Tribunal) has made a Determination providing for an annual adjustment to the values of the allowances payable to Mayors, Deputy Mayors and Councillors (Council members). The Tribunal has decided to increase the base allowance payable to each Council member by 2 per cent from 1 July 2023. This is in addition to the 1.5 per cent adjustment made on 18 December 2022, resulting in an approximate 3.5 per cent increase to allowances compared to 1 July 2022.

***ATTACHMENTS***

Nil.

### **11.5.2 Monthly Performance Report**

The July 2023 Monthly Performance Report includes reports as follows:-

- Building Department – June 2023 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) – June 2023
- Customer Enquiry Analysis Report – Report for June 2023
- Waste Management Reporting ~ Year to Date – June 2023
- Transfer Station Date - June 2023
- Actioning of Council Reports Resolutions – Extraordinary Council Meeting Tuesday 6 June 2023 and Council Meeting Tuesday 20 June 2023
- Outstanding Actions of Council Resolutions to 30 June 2023
- Review of Council Policies and Adoption of new Policies – June 2023
- Records of Informal Council Briefings / Meetings – 1 to 30 June 2023

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.

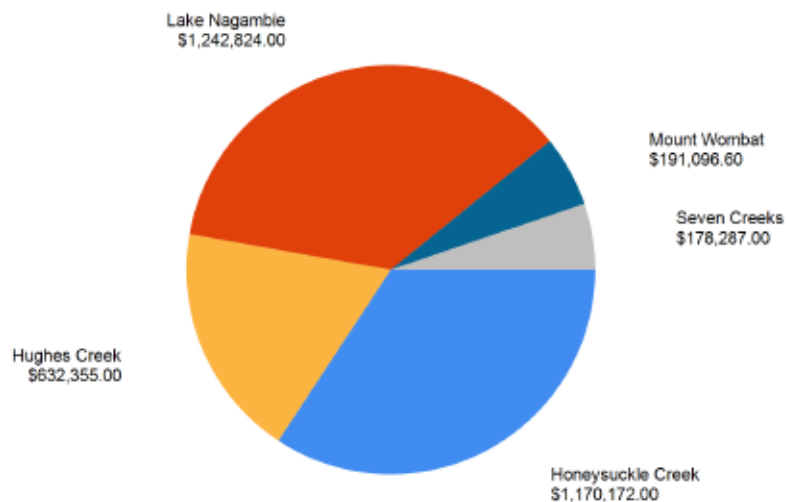
#### ***RECOMMENDATION***

***That the report be accepted.***

**BUILDING ACTIVITY****JUNE 2023****Building Activity**

A report on new building permits recorded in Council's building permit register in  
**June 2023**

Ward	Number of Lodgements	Cost Of Works
Honeysuckle Creek	2	\$1,170,172.00
Hughes Creek	5	\$632,355.00
Lake Nagambie	9	\$1,242,824.00
Mount Wombat	2	\$191,096.60
Seven Creeks	5	\$178,287.00
	23	\$3,414,734.60

**Honeysuckle Creek**

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
3831133999043	07/06/2023	Construction of	Dwelling & Garage	Balmattum	\$900,426.00
6369971701517	05/06/2023	Construction of	Dwelling & Garage	Violet Town	\$269,746.00
					<b>\$1,170,172.00</b>

**Hughes Creek**

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
3230518430616	01/06/2023	Construction of	Dwelling & Garage	Longwood	\$460,550.00
8564323911544	05/06/2023	Extension to	Garage	Avenel	\$9,200.00
5769481329357	06/06/2023	Construction of	Shed	Avenel	\$67,795.00
4573714264044	12/06/2023	Extension to	Garage	Avenel	\$15,800.00
2062353596465	19/06/2023	Installation of	Swimming Pool and Fence	Avenel	\$79,010.00
					<b>\$632,355.00</b>

### Lake Nagambie

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
8406560909926	06/06/2023	Construction of	Shed	Nagambie	\$13,860.00
9565625279457	07/06/2023	Construction of	Dwelling & Garage	Nagambie	\$377,574.00
1144128760622	22/06/2023	Construction of	Dwelling & Garage	Nagambie	\$261,580.00
2221175936099	23/06/2023	Extension to	Dwelling	Nagambie	\$60,000.00
7096840732336	12/06/2023	Extension to	Garage	Nagambie	\$14,900.00
7079718658222	23/06/2023	Construction of	Shed	Nagambie	\$15,500.00
3990891966346	20/06/2023	Construction of	Farm Shed	Moormbool West	\$42,815.00
7435799526640	27/06/2023	Construction of	Garage	Nagambie	\$15,685.00
1951237517278	28/06/2023	Alterations & Additions to	Lighting	Nagambie	\$440,910.00
					<b>\$1,242,824.00</b>

### Mount Wombat

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
9180002641142	06/06/2023	Construction of	Farm Shed	Kithbrook	\$113,925.00
7592648482008	27/06/2023			Strathbogie	\$77,171.60
					<b>\$191,096.60</b>

### Seven Creeks

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
2466550898965	05/06/2023	Extension to	Garage	Euroa	\$14,400.00
8105437696513	07/06/2023	Construction of	Carport & Shed	Euroa	\$28,000.00
1360699102743	23/06/2023	Extension to	Shed	Euroa	\$22,900.00
4115861117443	26/06/2023	Construction of	Shed	Euroa	\$22,987.00
7045539129370	22/06/2023	Extension to	Egg Sorting Facility	Euroa	\$90,000.00
					<b>\$178,287.00</b>

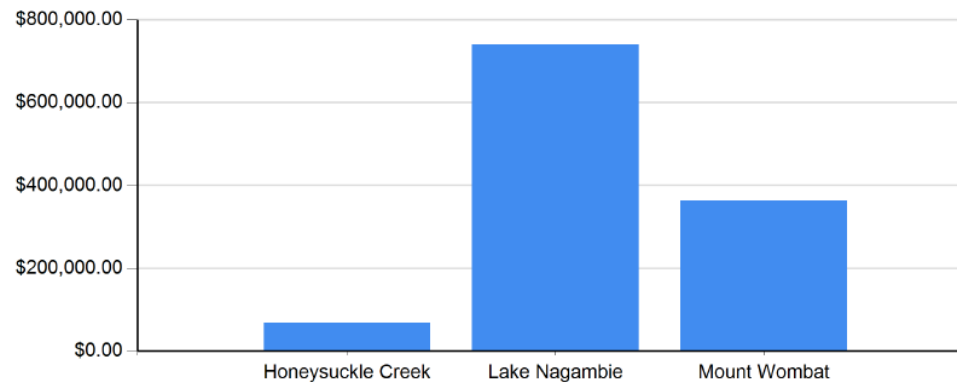
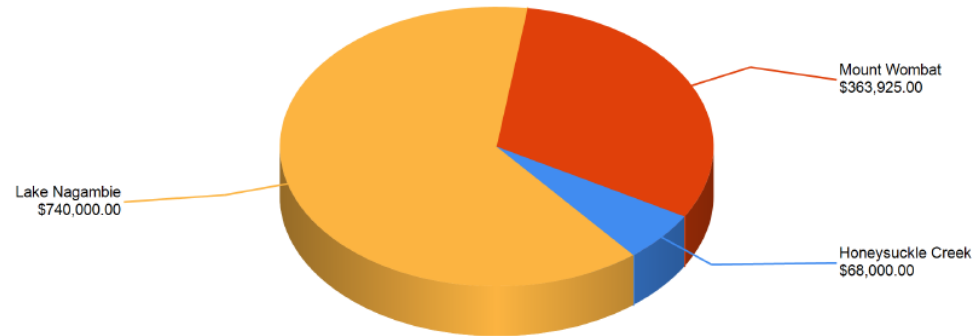
**PLANNING APPLICATION APPROVALS – DEVELOPMENT COST (CAPITAL IMPROVED VALUE)**  
**JUNE 2023**



## Planning Applications Determined

June 2023

<b>Honeysuckle Creek</b>	<b>\$68,000.00</b>
Violet Town	\$68,000.00
<b>Lake Nagambie</b>	<b>\$740,000.00</b>
Kirwans Bridge	\$150,000.00
Nagambie	\$140,000.00
Nagambie	\$450,000.00
<b>Mount Wombat</b>	<b>\$363,925.00</b>
Gooram	\$250,000.00
Kithbrook	\$113,925.00
<b>Total Value</b>	<b>\$1,171,925.00</b>



## CUSTOMER ENQUIRY ANALYSIS REPORT - REPORT FOR JUNE 2023



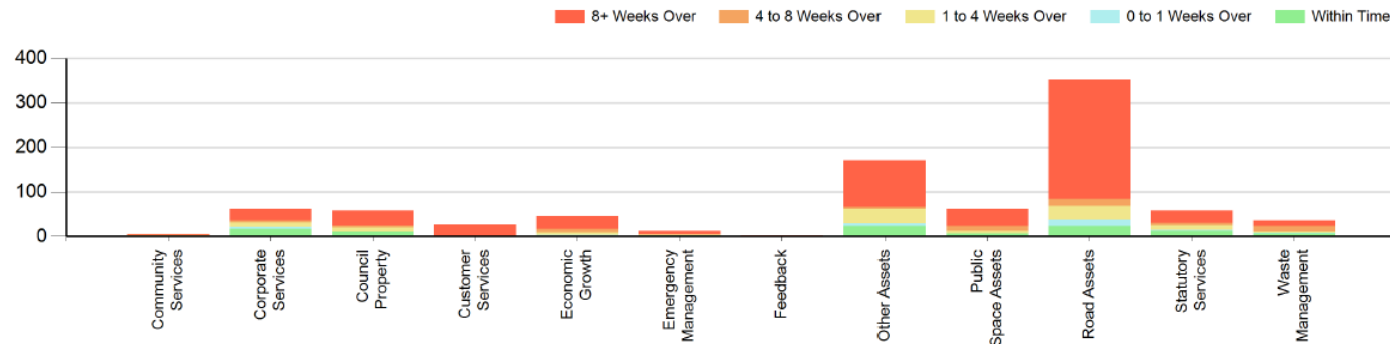
### Request Throughput Analysis

01/06/2023 to 30/06/2023

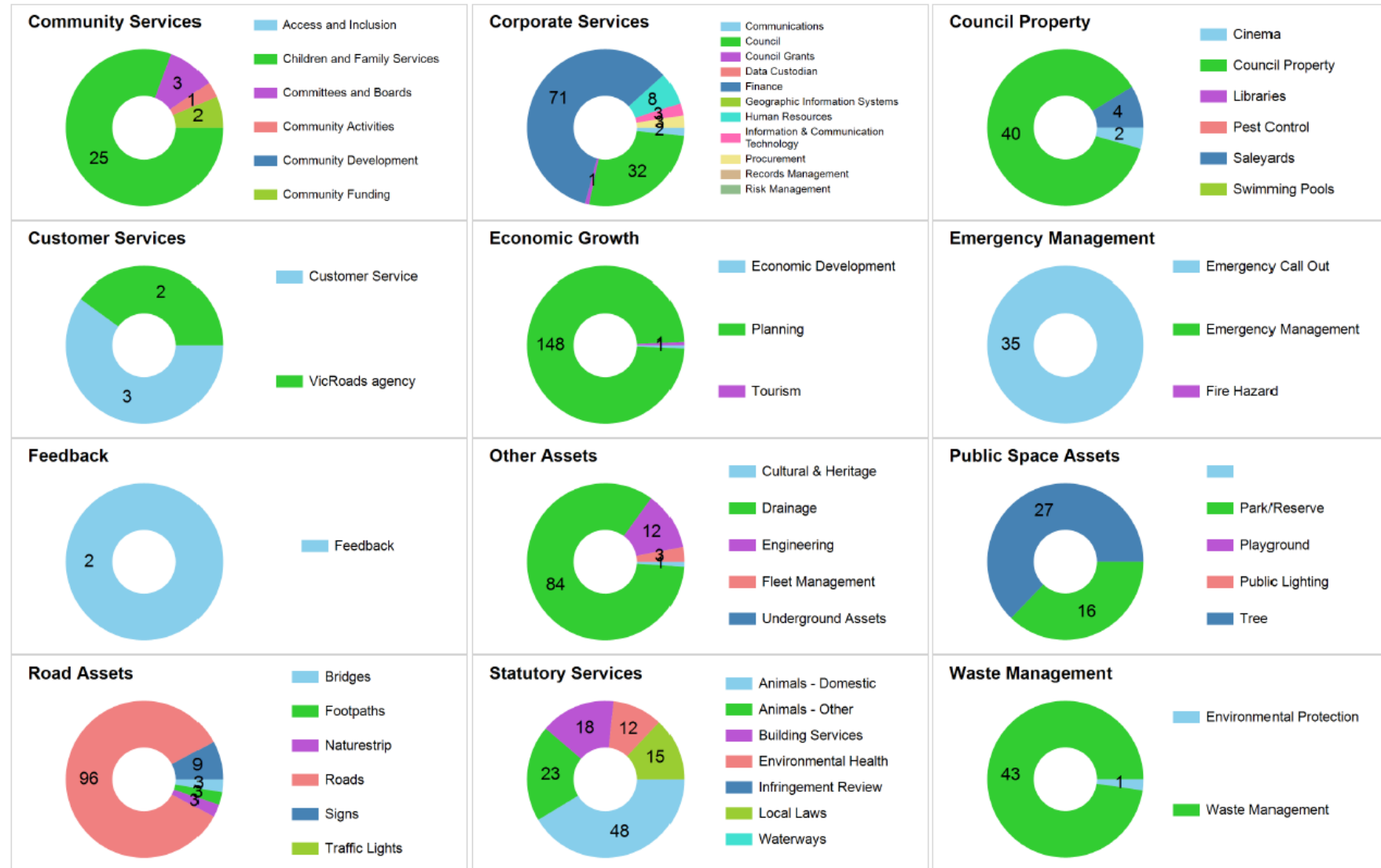
C N	Complete / New	> 80%	50-80%	< 50%
	Overdue / Remaining	< 33%	34-70%	> 70%

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	10	31	35	6	✓	1	5	✗	0	<div style="width: 10%;"></div>
Corporate Services	78	120	137	61	✓	17	44	✗	0	<div style="width: 44%;"></div>
Council Property	62	46	48	60	✓	11	49	✗	0	<div style="width: 11%;"></div>
Customer Services	27	5	5	27	✓	0	27	✗	0	<div style="width: 0%;"></div>
Economic Growth	67	150	170	47	✓	2	45	✗	0	<div style="width: 45%;"></div>
Emergency Management	13	35	35	13	✓	3	10	✗	0	<div style="width: 30%;"></div>
Feedback	4	2	3	3	✓	0	3	✗	0	<div style="width: 0%;"></div>
Other Assets	128	100	57	171	⚠	23	148	✗	0	<div style="width: 23%;"></div>
Public Space Assets	94	43	54	61	✓	7	54	✗	22	<div style="width: 7%;"></div>
Road Assets	344	114	101	356	✓	23	333	✗	1	<div style="width: 23%;"></div>
Statutory Services	56	116	113	59	✓	13	46	✗	0	<div style="width: 13%;"></div>
Waste Management	36	44	43	37	✓	7	30	✗	0	<div style="width: 7%;"></div>
<b>Total</b>	<b>919</b>	<b>806</b>	<b>801</b>	<b>901</b>		<b>107</b>	<b>794</b>		<b>23</b>	

#### Request Ageing



## Service Usage







2021	June			1					3	1			
	July								10		7		
	August		1								3		
	September			1	1	1			1	1	4		
	October			2						3	3		
	November			1					1	1	8		
	December			1			1		4		10		
2022	January		5	1					1	2	3		
	February			1					4	4	10		
	March			1						2	4		
	April			1					2		5		
	May		1						4	1	11	2	1
	June		1	1					6	1	29	1	
	July	1		5	1	1			3		32	1	1
	August			3	2	2	1		9	1	5	3	
	September		1		3	1		1	9	2	14	2	
	October				2	3	1		14		12	3	
	November			1	6	5			14	3	24	4	
	December		1	2	1	2	1		3	1	9	5	
2023	January	1	2	1	9	1	4		2	1	12	1	1
	February		1	5		5			2	7	18	3	
	March		6	3				1	3	10	22	2	4
	April		2	2		3			2	15	18	2	5
	May	1	7	11	1	10			13	10	27	7	14
	June	3	29	15	1	8	5		54	11	57	23	9
Total		6	61	60	27	47	13	3	171	83	357	59	37

## **Definitions**

Service Area      Grouping of services by area of responsibility

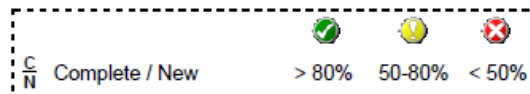
Existing            Requests open prior to reporting period

New                Requests made during reporting period

Within Time      Remaining Requests where defined deadline is after reporting period

Pending Resources      Requests where additional resources are required to continue. This includes labour, materials, and financial resources.

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



Service            Activities that provide value to the customer

Remaining        Requests incomplete at end of reporting period

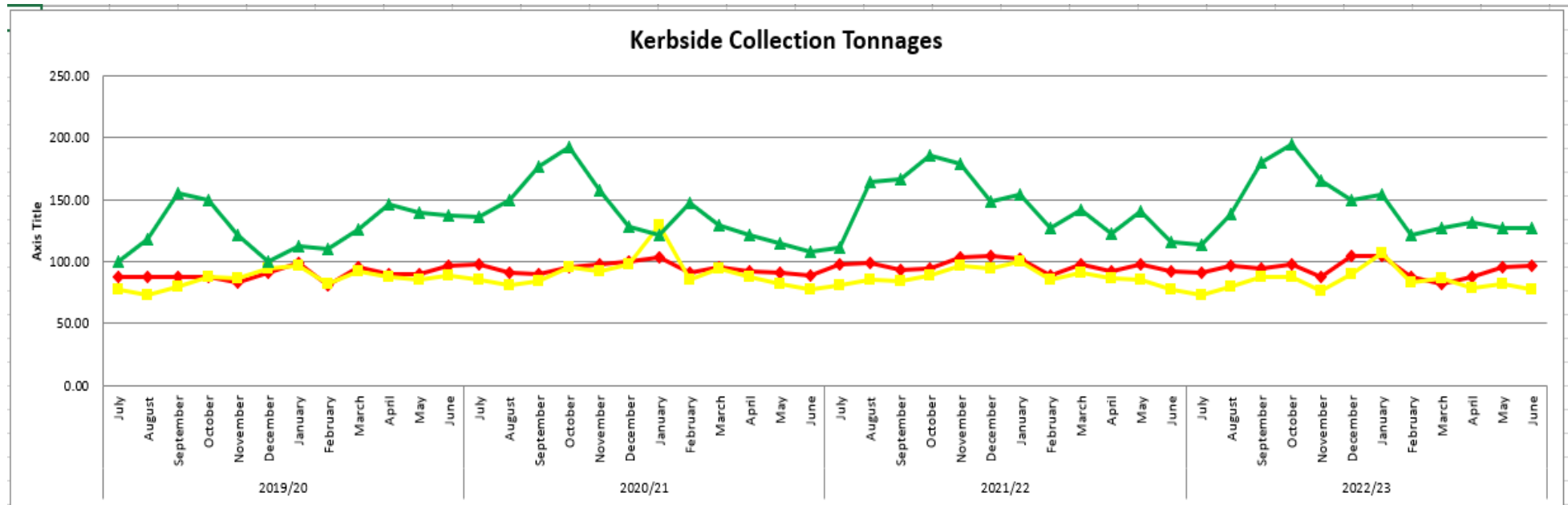
Completed        Requests completed during reporting period

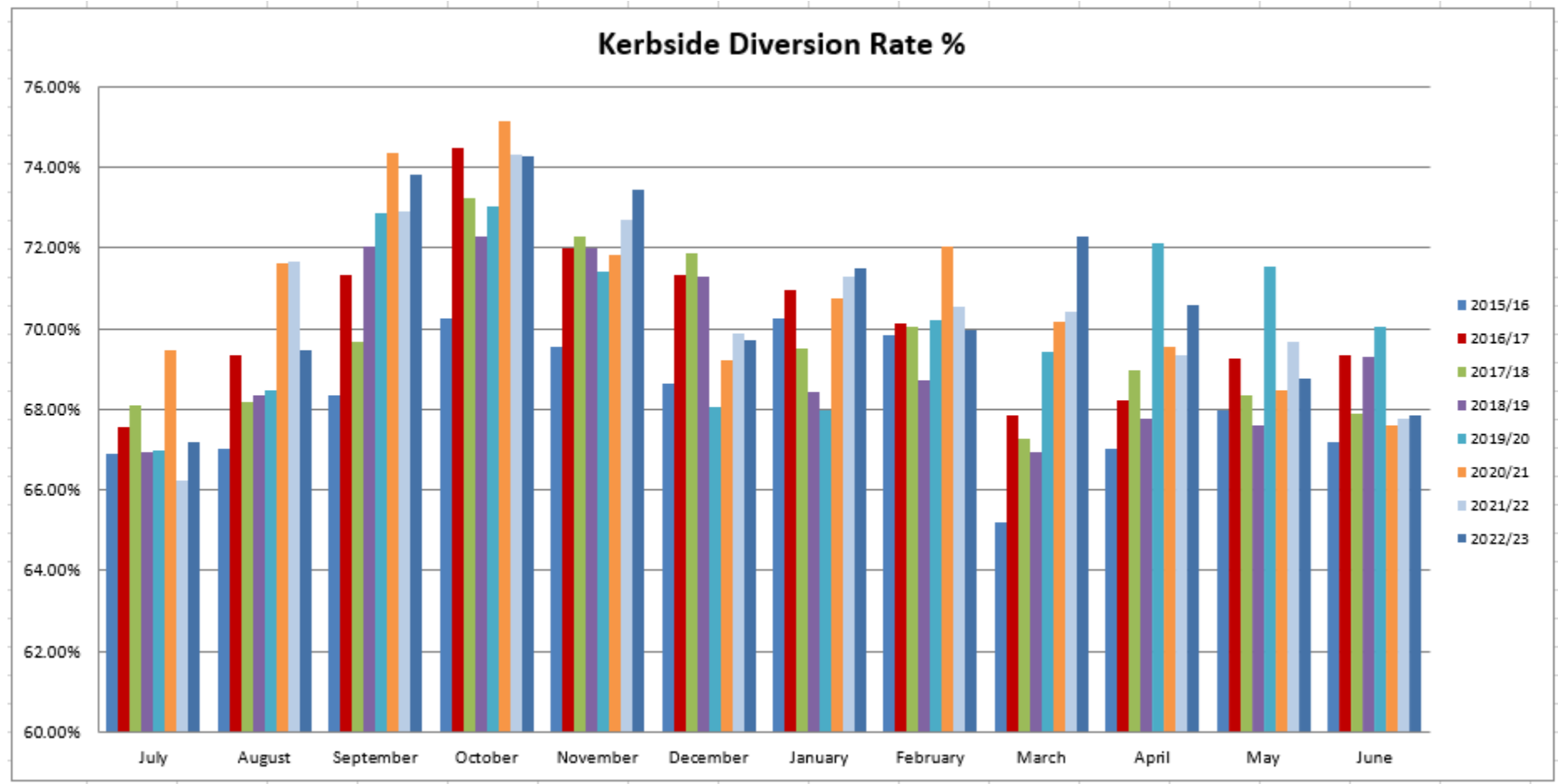
Over Time        Remaining Requests where defined deadline is before the end of the reporting period

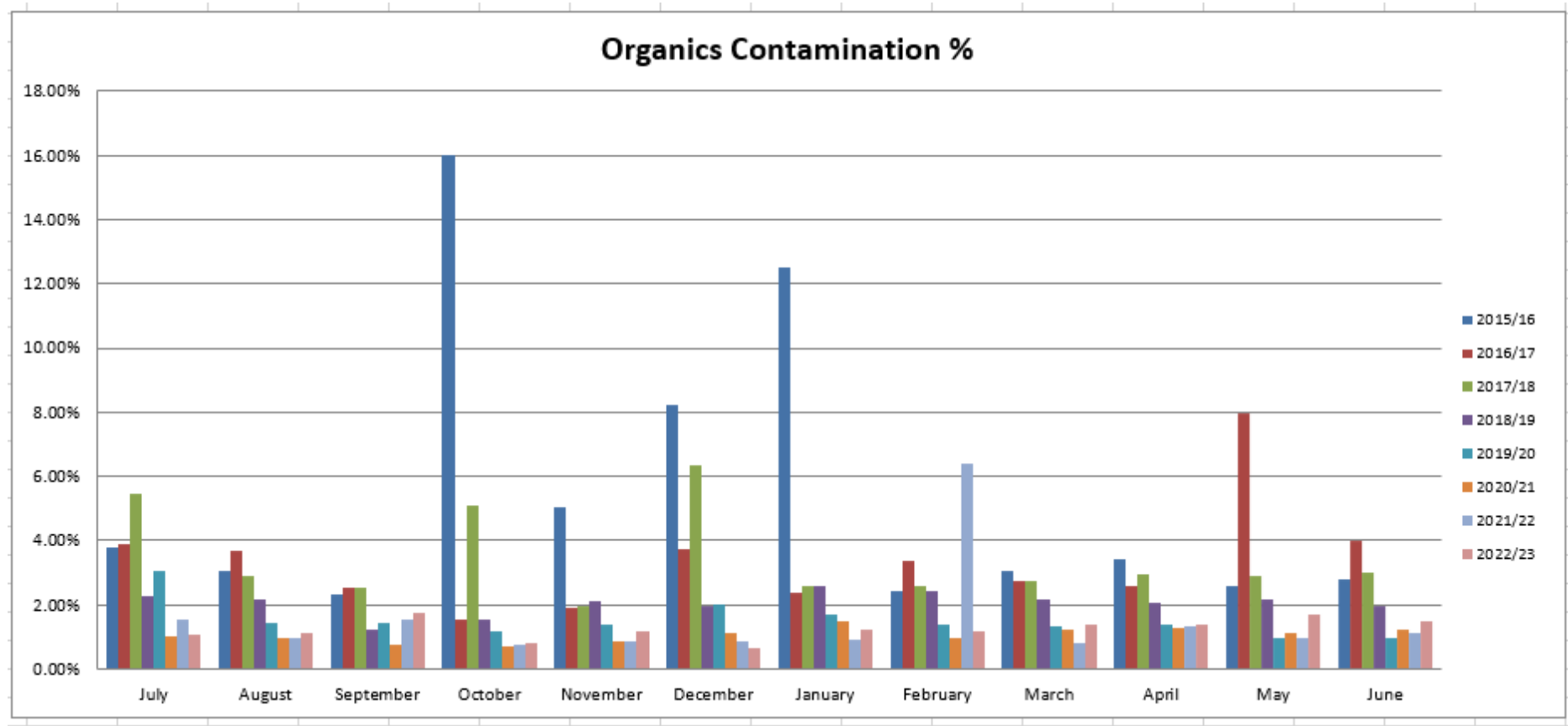
Overdue  
Remaining        An indicator showing the ratio of Overdue requests and Remaining requests. Designed to represent how well we are keeping to the defined deadlines.



# **WASTE MANAGEMENT REPORTING** **YEAR TO DATE - JUNE 2023**



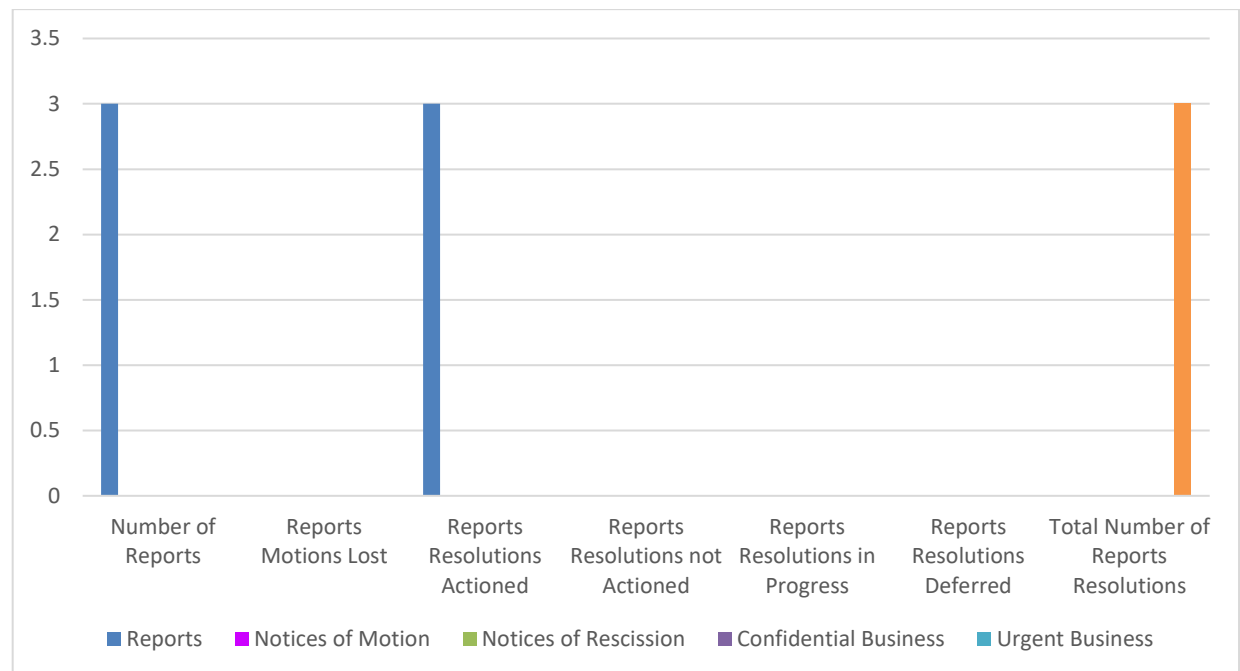




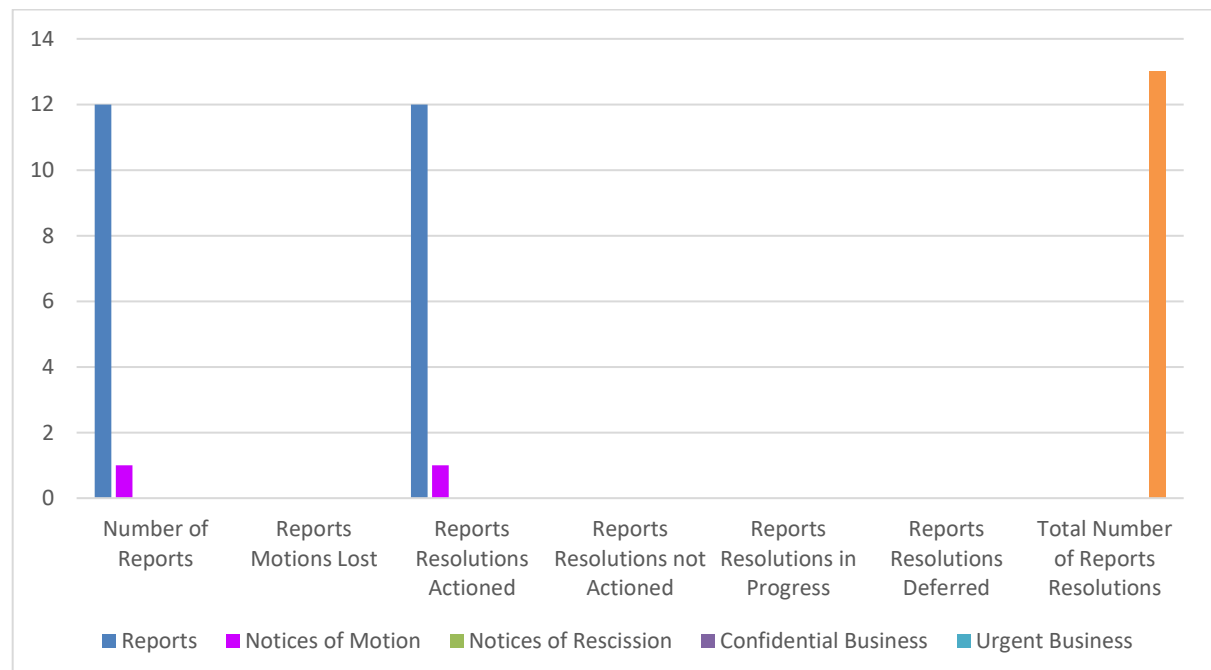
## TRANSFER STATION DATA – JUNE 2023



**ACTIONING OF COUNCIL REPORTS RESOLUTIONS**  
**EXTRAORDINARY COUNCIL MEETING – 6 JUNE 2023**

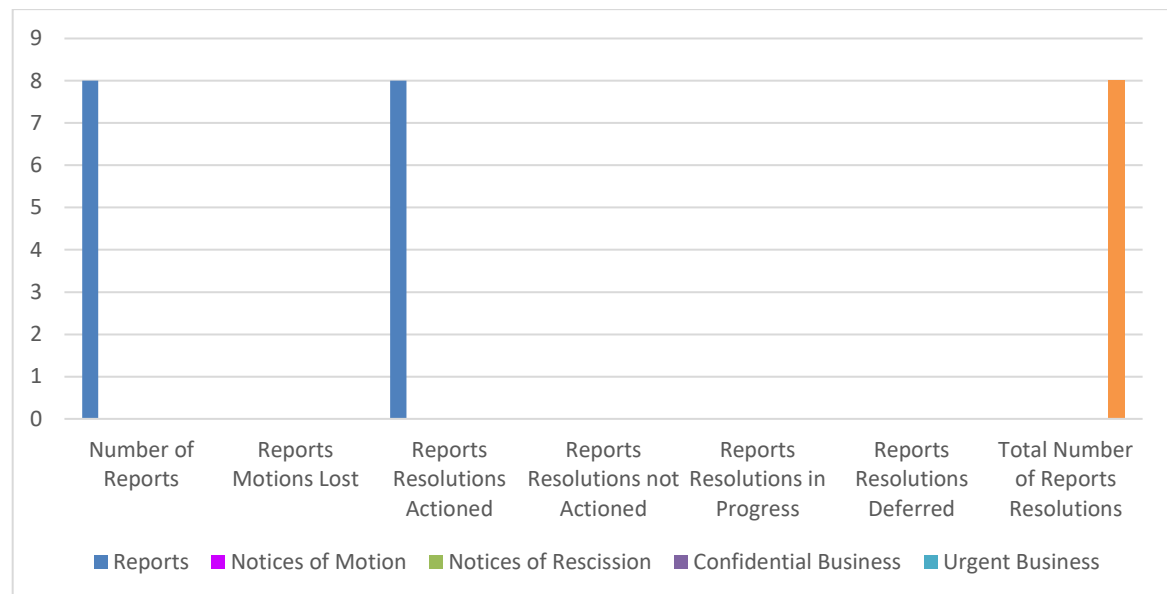


**ACTIONING OF COUNCIL REPORTS RESOLUTIONS**  
**COUNCIL MEETING – 20 JUNE 2023**





**ACTIONING OF COUNCIL REPORTS RESOLUTIONS**  
**EXTRAORDINARY COUNCIL MEETING – 27 JUNE 2023**



**OUTSTANDING ACTIONS OF COUNCIL RESOLUTIONS TO**  
**30 JUNE 2023**

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

<b>Council Meeting Date</b>	<b>Item No.</b>	<b>Description</b>
Nil		

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

<b>Review of Policy / New Policy</b>	<b>Policy Name</b>	<b>Details</b>
Nil		

**RECORDS OF INFORMAL COUNCIL BRIEFINGS / MEETINGS****FOR PERIOD 1 TO 30 JUNE 2023****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 6 June 2023

**Location:** Euroa Community Conference Centre

**Time:** 9.30 am – 6.59 pm

**Attendees:**Councillors

Cr Laura Binks (Mayor)

Paul Murray (Deputy Mayor)

Cr Sally Hayes-Burke

Cr Kristy Hourigan

Cr Reg Dickinson

Cr Chris Raeburn

Municipal Monitor:

Peter Stephenson

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)

Alarna Timmins (Project Manager Regional Tourism) [Item 1]

Braydon Aitken (Manager Planning and Investment) and Dan Moloney (Strategic Planner) [Item 2]

Braydon Aitken (Manager Planning and Investment) [Item 5]

**Apologies:**

Cr David Andrews

1. Goulburn Region Tourism Partnership Destination Management Plan Workshop – with appointed consultant, TRC Tourism
2. Briefing: Update of the Municipal Planning Statement (MPS) within the Strathbogie Planning Scheme (Dan Moloney / Braydon Aitken / Shannon Davies)
3. Presentation: GV Libraries Proposed 2023/2024 Budget – by CEO, Felicity Macchion
4. Rural Council Transformation Program / Collaborative Digital Transformation Project (CODI) (Joint Teams briefing with Mansfield, Murrindindi and Strathbogie)
5. Briefing on planning matter/s
6. Councillor discussions
7. Extraordinary Council Meeting

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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?
7 / 7.4.1	128	Cr Hourigan	No

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 13 June 2023

**Location:** Euroa Community Conference Centre

**Time:** 9.30 am – 4.00 pm

**Attendees:**

Councillors

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

Municipal Monitor:

Peter Stephenson

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)  
 Phillip Carruthers (Governance Advisor)

1. Verbal Updates: Chinaman's Bridge / Kirwans Bridge / Nagambie Library
2. Anderson Street, Euroa, Detour – update by ARTC officers
3. Review of draft June 2023 Council Meeting Agenda

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 / 11.3.1	128	Cr Hayes-Burke	Yes

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 20 June 2023

**Location:** Euroa Community Conference Centre

**Time:** 11.00 am – 7.49 pm

**Attendees:**

Councillors

Cr Laura Binks (Mayor)  
Paul Murray (Deputy Mayor)  
Cr Sally Hayes-Burke  
Cr Reg Dickinson  
Cr Chris Raeburn

Municipal Monitor:

Peter Stephenson

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)  
Phillip Carruthers (Governance Advisor)  
Greg Underhill (Manager Digital Innovation & Technology) [Item 1]

**Apologies:**

Cr Kristy Hourigan

1. Collaborative Digital Transformation Project (CODI)
2. Chinaman's Bridge
3. Review of Agenda for Extraordinary Council Meeting on 27 June 2023, and review of Budget and Pitch My Project Submissions
4. Citizenship Ceremonies
5. June 2023 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?
5 / 11.3.1	128	Cr Hayes-Burke	Yes

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 27 June 2023

**Location:** Euroa Community Conference Centre

**Time:** 2.00 pm – 7.16 pm

**Attendees:**

Councillors

Cr Laura Binks (Mayor)  
Paul Murray (Deputy Mayor)  
Cr Sally Hayes-Burke  
Cr Reg Dickinson  
Cr Chris Raeburn

Municipal Monitor:

Peter Stephenson

Officers

Julie Salomon (Chief Executive Officer)  
Amanda Tingay (Director, Community and Planning)  
Kristin Favaloro (Executive Manager, Communications and Engagement)  
Phillip Carruthers (Governance Advisor)

**Apologies:**

Cr Kristy Hourigan  
Vlad Adamek (Director, Sustainable Infrastructure)

1. Governance Rules Workshop No. 3
2. Councillor only discussions
3. Extraordinary 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 / 7.5.1	128	Cr Binks	Yes

Officer/s - NIL

**12. NOTICES OF MOTION****13. NOTICES OF RESCISSION****14. URGENT BUSINESS****15. CONFIDENTIAL BUSINESS****Confidential Appendices**

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

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

- C.A. 1 (g) Nagambie Library Building Condition and Relocation Options  
- Short Form Lease Proposal, Shop 5 Nagambie Central,  
High Street, Nagambie
- C.A. 2 (g) Tender Evaluation for Collaborative Digital Innovation (CODI)  
IT Systems Alignment Project

**NEXT MEETINGS**

An Extraordinary meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday, July 25, 2023, at the Euroa Community Conference Centre, at 2pm.

The next monthly meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday, August 15, 2023, at the Euroa Community Conference Centre, at 6pm.

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