Strathbogie Shire Council Council Meeting Agenda

15 July 2025



Agenda

Council Meeting

15 July 2025 at 4:00 pm

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

https://www.strathbogie.vic.gov.au/council/our-council/council-meetings-andminutes/

Councillors

Mayor Cr Claire Ewart-Kennedy Deputy Mayor Cr Scott Jeffery Cr Laura Binks Cr Gregory Carlson Cr Vicki Halsall Cr Clark Holloway Cr Fiona Stevens

Municipal Monitor

Marg Allan

Officers

Rachelle Quattrocchi Amanda Tingay Oliver McNulty Rachael Frampton Michelle Harris Kerry Lynch Chief Executive Officer Director People and Governance Director Sustainable Infrastructure Director Community and Planning Interim Media and Communications Manager Governance Officer

Order of Business

1	Welcome	5
2	Acknowledgement of Country	5
3	Privacy Notice	5
4	Governance Principles	5
5	Apologies/Leave of Absence	6
6	Disclosure of Conflicts of Interest	6
7	Confirmation of Minutes/Decisions of Previous Meetings	7
8	Petitions	7
	8.1 Petition Concerning the Frost Street Underpass	7
9	Mayor and Councillor Reports	9
	9.1 Mayor's Report	9
	9.2 Councillor Reports	9
10	Public Question Time	9
11	Officer Reports	.10
	11.1 Strategic and Statutory Planning	.10
	11.1.1 Planning Applications Received and Planning Applications Determined 1 Ju to 30 June 2025	
	11.2 Community	.16
	11.2.1 Variations and Grants Awarded Under Delegation June 2025	.16
	11.2.2 Euroa Railway Precinct Masterplan- Endorsement of Final Consultation	.21
	11.3 Infrastructure	.42
	11.3.1 Road Management Plan Review 2025	.42
	11.3.2 Capital Works Program 2025-26	107
	11.4 Corporate	124
	11.4.1 S5 Delegation - Council to Chief Executive Officer	124
	11.4.2 Audit and Risk Committee Biannual Report June 2025	132
	11.4.3 Confirmation of Audit and Risk Committee Meeting Minutes 17 April 2025	147
	11.4.4 2021-2025 Council Plan - Report on 2024-2025 Action Plan	157
	11.4.5 Councillor Allowances	174
	11.4.6 Record of Informal Meeting of Councillors June 2025	178
	11.5 Communications, Engagement and Advocacy	183
12	Notice of Motion	184
13	Notice of Rescission	185

14 Urgent Business	186
15 Confidential Business	
15.1 Chief Executive Officer Performance Plan	
16 Next Meeting	

Meeting Procedure

1 Welcome

Councillors Vision

We will be a Councillor group that delivers valuable outcomes for our community through teamwork characterised by:

- respectful debate
- collaboration, and
- the commitment to being inclusive and transparent.

Councillor Values

- Respect
- Integrity
- Accountability
- Transparency
- Responsiveness

2 Acknowledgement of Country

We acknowledge the Traditional Custodians of the places we live, work and play. We recognise and respect the enduring relationship they have with their lands and waters, and we pay respects to the Elders past, present and emerging.

Today we are meeting on the lands of the Taungurung peoples of the Eastern Kulin nation, whose sovereignty here has never been ceded.

3 Privacy Notice

This public meeting is being streamed live via our website (<u>Council Meetings and Minutes</u>] <u>Strathbogie Shire</u>) and made available for public access on our website along with the official Minutes/Decisions 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/Decisions.

4 Governance Principles

Council considers that the recommendations contained in this Agenda give 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 are 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/Decisions of Previous Meetings

The minutes have been circulated to Councillors and posted on Council website <u>Council</u> <u>Meetings and Minutes | Strathbogie Shire</u> pending confirmation at this meeting.

RECOMMENDATION

That the Minutes of the Council Meeting held on 17 June 2025 be confirmed as a true and accurate record of the meeting.

8 Petitions

8.1 Petition Concerning the Frost Street Underpass

A petition was received on 30 June 2025 from Katie Williams (on behalf of the petitioners). The petition was signed by 883 people.

This petition relates to a previous decision of Council made at the June 2025 Council meeting where Council determined to:

- 1. Approve the request from Inland Rail to remove the renewal and upgrade of Frost Street Euroa underpass from the scope of the project and note that the existing underpass will be removed and replaced with flood overlay infrastructure
- 2. Accept the contribution of \$350,000 from Inland Rail into Councils Capital Works program for allocation to future identified projects
- 3. Note that Inland Rail will complete the design of the road treatment at the intersection of Binney Street and Railway Street, Euroa
- 4. Note that a further report will be presented to Council by October 2025 to approve the allocation of the \$350,000 to new projects.

Closure of Frost Street, Euroa Underpass – the petition from citizens is as follows:

"the council have made a decision to close the Frost Street Underpass. This was done without consultation of the community and businesses that could be affected. We want the underpass to stay open allowing safe access for the many families that use this on a daily basis. We witness everyday young children walking to school/riding their bikes, people on mobility scooters, elderly, disabled, and people of all physical abilities use this underpass as their gateway into town.

To close this would impact on them all, making the only access through the railway station which is not a safe nor sensible solution.

Our elderly residents, our young children and our vulnerable community members should not have to face walking into an unmanned railway station that poses a high risk of potential harm to get to the other side of town.

If anything is going to divide this town....This is it!

Please show your support by signing this petition."

The Strathbogie Shire Council Governance Rules state:

Clause 36.5 - Unless a petition relates to an item listed on the agenda for any meeting at which it is submitted, in which case the petition may be dealt with in conjunction with the item, the only motions that may be considered by Council on any petition are that the petition be:

- 36.5.1 received and noted
- 36.5.2 referred to the Chief Executive Officer or relevant Director for consideration and response
- 36.5.3 referred to the Chief Executive Officer or relevant Director for a report to a future Council Meeting.

RECOMMENDATION

That Council

- 1. Receive and note the petition
- 2. Refer the petition to the Chief Executive Officer or relevant Director for consideration and response

9 Mayor and Councillor Reports

- 9.1 Mayor's Report
- 9.2 Councillor Reports
- **10** Public Question Time

Public Question Time

Questions for the Ordinary Council Meeting can be submitted to be read, and responded to, by the Chair, or a member of Council staff nominated by the Chair, during the Public Question Time. Questions must be submitted 30 hours prior to the Council meeting, by emailing info@strathbogie.vic.gov.au.

Public Question Time will be conducted as per Rule 35 of Strathbogie Shire Council's Governance Rules. The required <u>form</u> for completion and lodgement, and associated <u>Procedural Guidelines</u>, can be found on Council's website at www.strathbogie.vic.gov.au.

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

11 Officer Reports

11.1 Strategic and Statutory Planning

11.1.1 Planning Applications Received and Planning Applications Determined 1 June to 30 June 2025

AUTHOR Principal Planner

RESPONSIBLE DIRECTOR Director Community and Planning

EXECUTIVE SUMMARY

In accordance with Council's Planning Applications Referral to Council Policy, this monthly report lists all Planning Applications Received (Attachment 1) and Planning Applications Determined (Attachment 2) in the month of June 2025.

It is noted there were ten (10) new planning applications received, and twelve (12) planning applications determined in this reporting period.

The latest available Planning Permit Activity Reporting (PPARs) figures for the month of June have not been included with this report due to integration issues associated with the implementation of Greenlight, Council's new online planning and reporting portal. Council is working towards a resolution with the service provider to resolve this.

There are no unresolved Victorian Civil and Administrative Tribunal (VCAT) appeals involving Strathbogie Shire Council.

The contents of this report are provided for information purposes only.

The listing of current planning applications on public notice can be found on Council's website.

RECOMMENDATION

That Council:

- 1. Receive the report
- Note that there were ten (10) new planning applications received, and twelve (12) planning applications determined during the period of 1 June to 30 June 2025.

PURPOSE AND BACKGROUND

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

ISSUES, OPTIONS AND DISCUSSION

Council is a Responsible Authority under the *Planning and Environment Act 1987* (the Act). In this role, Council administers the Strathbogie Planning Scheme (Planning Scheme) and,

among other things, determines planning permit applications made for the use and development of the land in the municipality. Under delegated authority of Council, Council officers determine some matters.

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

COMMUNITY ENGAGEMENT

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.

POLICY CONSIDERATIONS

Local, Regional, State and National Plans, Policies and Legislation

This report is aligned with the following legislation, Council Policies and key strategic documents:

- Plan for Victoria
- Strathbogie Shire Council Planning Applications Referral to Council Policy 2023

RISK CONSIDERATIONS

This report has identified the following risk(s):

Risk(s)	Likelihood	Consequence	Rating	Mitigation Action
Failure to notify Council of planning permit application of significant public interest, that is controversial in nature, has received less than objections.	Possible.	Moderate	Low	Regular reporting on planning permit applications received and decided.

LEGAL CONSIDERATIONS

There are no significant legal considerations associated with this report.

CONFLICT OF INTEREST DECLARATION

No Council officers and/or contractors who have provided advice in relation to this report have declared a general or material conflict of interest regarding the matter under consideration.

TRANSPARENCY

In the interests of transparency and open and honest communication with our community this report is presented to a public Council meeting.

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 to Council to note the current planning permit application activity for the month of June 2025.

ATTACHMENTS

- 1. Attachment 1 Planning Applications Received June 2025
- 2. Attachment 2 Planning Applications Determined June 2025

Received Date	Application No	Description	Property	Cost of development
04-06-2025	P2025-048	Development of land for the construction of a shed	19 Templeton Street Euroa VIC 3666	\$15,707
16-06-2025	P2025-049	Development of land for the construction of a three storey mixed use building; Reduction in car parking requirements		\$6,500,000
19-06-2025	P2025-051	Development of land for the installation of a swimming pool; Construction of two agricultural sheds and two water tanks	641 Wattlevale Road Mitchellstown VIC 3608	\$90,000
19-06-2025	P2025-050	Development of land for an extension to a dwelling	441/Coach Road Strathbogie VIC 3666	\$150,000
23-06-2025	P2025-052	Development of land for an extension to a dwelling	790 Carters Road Molka VIC 3666	\$250,000
24-06-2025	P2025-053	Three (3) lot subdivision with common property access	15 Gobur Street Euroa VIC 3666	\$0.00
24-06-2025	P2025-054	Boundary Realignment	13 Kirkland Avenue Euroa VIC 3666	\$0.00
26-06-2025	P2025-055	Buildings and Works to Construct a Replacement Dwelling	43 Taylor Drive Miepoll VIC 3666	\$500,000
03-06-2025	V2025-008	Development of land for the construction of a dwelling	Depot Road Baddaginnie VIC 3670	\$479,350
17-06-2025	V2025-009	Extension to a dwelling and construction of a shed	85 Grant Street Mangalore VIC 3663	\$71,606

Attachment 1: Planning Applications Received 1-30 June 2025

Page 1 of 1

Date of Application Description Decision No		Property	Decision	Cost of Developme nt	
06-06- 2025	P2023-128	Use and development of the land for a Camping and Caravan Park, Restaurant and Place of Assembly, Two lot subdivision, creation of an easement and removal of native vegetation	82 Kirwans Bridge Road Nagambie VIC 3608	Permit issued	\$5,500,000
25-06- 2025	P2024-116	Development of land for a second dwelling; Boundary realignment	14 Main Street Strathbogie VIC 3666	Notice of Decision issued	\$200,000
11-06- 2025	P2025-011	Construction of a boat storage bay	41 Glencairn Lane Nagambie VIC 3608	Permit issued	\$20,000
03-06- 2025	06- P2025-014 lots and		10 Jean Street Longwood VIC 3665	Permit issued	\$0
27-06- 2025	P2025-023	Two lot subdivision (house lot excision)	2 Millards Lane Euroa VIC 3666	Permit issued	\$0
27-06- 2025	-06- P2025-024 a single-sided		35 Scott Street Euroa VIC 3666	Permit issued	\$25,000
10-06- 2025	P2025-028	Retail premises and signage	6 Queen Street Avenel VIC 3664	Permit issued	\$9,300
04-06- 2025	P2025-027	Use and development of land for a dwelling.	565 Gellibrand Tonks Road Earlston VIC 3669	Permit issued	\$450,000
25-06- 2025	P2025-029 P2025-029 dwelling. Additions and alterations to an existing 2 storey dwelling. The additions to encompass a		41 Primrose Street Violet Town VIC 3669	Permit issued	\$40,000

Attachment 2: Planning Applications decided 1-30th June 2025

Page 1 of 2

		single bedroom and ensuite, with deck extension.			
27-06- 2025	P2025-037	Use and development of land for an office, merchandise sales, signage, wholesale, storage and carparking	14 De Boos Street Euroa VIC 3666	Permit issued	\$120,000
30-06- 2025	P2025-039	Creation of an easement	294 High Street Nagambie VIC 3608	Permit issued	\$1,500
25-06- 2025	V2025-009	Extension to dwelling	85 Grant Street Mangalore VIC	Permit issued	\$479,350

Page 2 of 2

11.2 Community

11.2.1 Variations and Grants Awarded Under Delegation June 2025

AUTHOR Manager Community and Culture

RESPONSIBLE DIRECTOR Director Community and Planning

EXECUTIVE SUMMARY

The purpose of this report is to inform Council and the community of the status of requests for variations or grants awarded under Chief Executive Officer or Director delegation for the period 1 June to 30th June 2025.

This report details all variations or grants awarded under the delegation of the Chief Executive Officer or relevant Director, as per Council's adopted Community Funding Model.

Council adopted the 2025-2026 Community Funding Model and associated Grant Guidelines at the April 2025 Council Meeting. This authorises the Chief Executive Officer to award Community Strengthening Grants and Event Grants under delegation, provided the grant applications meet the program eligibility and assessment requirements and subject to available approved budget allocation.

RECOMMENDATION

That Council:

1. Note that there were 14 Community Grants awarded to the value of \$161,724 by the Chief Executive Officer between 1 June to 30 June 2025.

PURPOSE AND BACKGROUND

In line with Council's approach to transparency and good governance, the grants and variations awarded under delegation report will be tabled for information purposes at each Council Meeting where there has been variations or grants awarded under delegation during the reporting period.

This report details any grant variations approved or grants awarded under delegated authority by the Chief Executive Officer/ and or grant variations approved by the Director Community and Planning, within their approved financial threshold and in line with Council's 2025-26 Community Funding Model.

ISSUES, OPTIONS AND DISCUSSION

Council adopted the 2025-2026 Community Funding Model and associated Grant Guidelines at the April 2025 Council Meeting authorising the Chief Executive Officer to award Community Strengthening Grants and Event Grants under delegation, provided the grant applications meet the program eligibility and assessment requirements and subject to available approved budget allocation.

Community Grants Awarded Under Delegation

Grant Type	Applicant	Project	Am	ount
Community Strengthening	Avenel Memorial Hall CoM	Avenel Music and Arts Project	\$	10,000
Community Strengthening	Strathbogie Tennis Club	Sun shelter for parents and kids	\$	6,000
Community Strengthening	Avenel Active	Avenel Community Plan	\$	9,967
Community Strengthening	Euroa Arboretum	A Master Plan for Euroa Arboretum	\$	10,000
Sustainability	Euroa Historical and Genealogical Society	Solar and Battery Installation	\$	19,984
Community Strengthening	Euroa Historical and Genealogical Society	Extension of Pathways at Euroa Museum	\$	10,000
Community Strengthening	Rotary Club of Euroa	Double Accessible BBQ installation	\$	10,000
Community Strengthening	Nagambie Football Netball Club	Spectator Seating - Netball Courts	\$	10,000
Sustainability	Shadforth Reserve, Violet Town	Solar and Battery Installation	\$	19,930
Community Strengthening	Euroa Agricultural Society	Kit out the Kitchen	\$	10,000
Community Strengthening	Euroa Croquet Club	The Green Green Grass of Home Courts	\$	10,000
Sustainability	Euroa Environment Group	Wash Against Waste	\$	20,000
Community Strengthening	Tablelands Community Centre, Ruffy	Tiling and Tidying Together	\$	5,843
Community Strengthening	Strathbogie Rec Reserve CoM	Electricity to new electric BBQ and power points to the recreation reserve oval fence	\$	10,000
TOTAL			\$	161,724

Applications for the 2025-26 Community Strengthening and Sustainability Grants opened on the 16 April 2025 and closed on 21 May 2025.

A total of 23 applications were received, 18 for Community Strengthening and five for Sustainability Grants, requesting a total funding amount of \$236,164.

In line with the adopted Community Funding Model and Grant Guidelines 2025-26, all applications were reviewed for eligibility and assessed via a comprehensive assessment process to determine grant outcomes and recipients.

As a result of the assessment of the Community Grants applications 14 grants were awarded to the value of \$161,724.

Variations Awarded under delegation

Nil.

COMMUNITY ENGAGEMENT

The author of this report considers that no external community consultation was necessary as part of this report.

POLICY CONSIDERATIONS

Council Plan

This report is consistent with the following key strategic objectives and or actions in the 2025-29 Council Plan:

Objective One:	Connect
Objective Two:	Sustain
Objective Three:	Deliver

Regional, State and National Plans, Policies and Legislation

The author considers that this report is aligned with the following legislation, Council Policies and key strategic documents, including Council's community funding model and Annual budget.

RISK CONSIDERATIONS

This report has identified the following risk(s):

Risk(s)	Likelihood	Consequence	Rating	Mitigation Action
Lack of transparency with community	Unlikely	Moderate	Low	Regular reporting to Council and the community on grants awarded under delegation
Without grants being awarded under delegation, delays are caused, resulting in community not being able to deliver projects in a timely manner	Possible	Moderate	Low	Delegations in place and regular reporting to Council and the community on grants and variations awarded under delegation.

LEGAL CONSIDERATIONS

There are no significant legal considerations associated with this report.

CONFLICT OF INTEREST DECLARATION

No Council officers and/or contractors who have provided advice in relation to this report have declared a general or material conflict of interest regarding the matter under consideration.

TRANSPARENCY

In the interests of transparency and open and honest communication with our community, this report is presented to a public Council meeting.

FINANCIAL VIABILITY CONSIDERATIONS

The Grants awarded were within the budget allocation of \$163,000, contained in the Council's Budget 2025-2026.

SUSTAINABILITY CONSIDERATIONS

Economic

Community Funding supports economic growth across the Shire. Local businesses benefit from an increased visitor economy with projects and events assisting in an increase in visitors as well as an increase in the average length of stay of those visitors. Applicants are also encouraged to buy from local suppliers where possible.

Social

The Community Funding Model encourages projects and events that demonstrate significant social benefit, that will support building a vibrant, inclusive and connected community.

Environmental

Environmental sustainability is promoted at various stages of the grants process. Community grant applicants must identify if or how their project supports Council's Climate Change Action Plan 2022-2027 which includes protecting our natural environment. Impacts of projects and events on the natural environment will be assessed in the assessment process and mitigation strategies included in funding agreements.

Climate Change

Climate change is specifically addressed through a designated grant category targeting sustainability initiatives. This will be achieved by supporting the community to reduce electricity consumption, install solar powered and batteries, and upgrade gas appliances to electric and the introduction of the new project category reducing waste going to landfill.

Community Grant and Event Grant applications must also consider climate change including minimising waste going to landfill and ensure that their project or event is minimising harmful impacts on our natural environment. Event Grant recipients must complete a Waste Wise Plan.

INNOVATION AND CONTINUOUS IMPROVEMENT

The change to award all grants under CEO delegation in the 2025-2026 community funding model demonstrates a continuous improvement approach taking into consideration community feedback, benchmarking against other Council programs and key learnings from the delivery of the 2024-25 community funding program.

COLLABORATION

No formal collaboration was undertaken in the production of this report.

HUMAN RIGHTS CONSIDERATIONS

There are no significant implications for human rights arising from this report.

CONCLUSION

It is important that decisions and actions taken under delegation be properly documented and transparent in nature. This report advises Council of any grants or variations awarded under Chief Executive Officer or Director delegation as per Council's adopted Community Funding Model.

There were 14 grants awarded under CEO delegation during the reporting period from 1 June 1 to 30 June 2025.

There was no grant variations approved during the reporting period.

ATTACHMENTS

Nil

11.2.2 Euroa Railway Precinct Masterplan- Endorsement of Final Consultation

AUTHOR	Director Community and Planning

RESPONSIBLE DIRECTOR Director Community and Planning

EXECUTIVE SUMMARY

Strathbogie Shire Council received funding from the Victorian State Government to develop a Euroa Railway Precinct Masterplan (Masterplan), building on the significant investment of Inland Rail to the Euroa Railway/and station area to improve connectivity, access, and movement to and from the Railway Precinct.

The draft Masterplan, shaped by community and stakeholder input, outlines a clear and staged vision for revitalising the Euroa railway precinct. It seeks to deliver better connectivity, enhanced public spaces, increased amenity, and new opportunities for local business, tourism, and community gathering.

The draft Masterplan is presented to Council in this report for endorsement, to enable public consultation with consultation opening on 16 July 2025, and concluding on 13 August 2025 inclusive.

RECOMMENDATION

That Council:

- 1. Note the draft Euroa Railway Precinct Masterplan
- 2. Endorse the draft Euroa Railway Precinct Masterplan for public exhibition and consultation for the period 16 July 2025 to 13 August 2025
- 3. Note Officers will provide a report to Council on the Community Consultation Feedback and completed Euroa Railway Precinct Masterplan for final adoption.

PURPOSE AND BACKGROUND

Strathbogie Shire Council received funding from the Victorian State Government to develop a Euroa Railway Precinct Masterplan (Masterplan), building on the significant investment of Inland Rail to the Euroa Railway/and station area to improve connectivity, access, and movement to and from the Railway Precinct.

UrbanFold were appointed in 2024 to develop the Masterplan on behalf of Council.

Initial consultation occurred in November - December 2024, building on previous consultation associated with the Inland Rail Project. Targeted stakeholder consultation throughout January - May 2025 with Euroa Connect, Taungurung Land and Waters Council, Euroa Chamber of Business and Commerce and the project reference group (comprised of Council, Inland Rail, VicTrack, Department of Transport and Planning and VLine) informed the draft Masterplan.

ISSUES, OPTIONS AND DISCUSSION

Balancing aspiration with practicality and feasibility, the draft Masterplan outlines a staged approach to identify both immediate improvements and longer-term goals for the precinct. The

Page 22

proposed opportunities vary in scale from quick wins to visionary projects, and are subject to community, stakeholder, and Council support, as well as future funding availability. This Masterplan provides a strong foundation for Council and the community to pursue grants and advocate for funding to implement identified projects.

The draft Masterplan, shaped by community and stakeholder input, outlines a clear and staged vision for revitalising the Euroa railway precinct. It seeks to deliver better connectivity, enhanced public spaces, increased amenity, and new opportunities for local business, tourism, and community gathering.

The draft Masterplan identifies six precinct objectives informed by stakeholder and community consultation, to guide Council and the community in implementing the shared vision for the precinct:

1. Connectivity: Community make moving between the station and surrounds a safe and comfortable experience for pedestrians and wheelers.

2. Accessibility: Ensure that newly created public spaces and paths are designed so all users feel safe and welcome, regardless of gender, age or ability.

3. Identity and Legibility: Use site-specific public art, street furniture, and landscaping as wayfinding devices to create an intuitive and enjoyable experience for visitors navigating the precinct.

4. Functionality: Provide weather protection and supporting infrastructure to enable activation of newly created public space for community events and a range of uses.

5. Community: Activate the forecourt as a central, community gathering place that serves as the heart of Euroa, fostering social connections and civic pride.

6. Resilience: Maximise opportunities to embed climate responsive outcomes throughout the precinct.

It also identifies three key precinct areas, referred to as the Northern Reserve, the Southern Reserve and Railway Street. The draft Masterplan can be found in Attachment 1.

The draft Masterplan is presented to Council in this report for endorsement, to enable public consultation through the Share Strathbogie Platform, and two public information sessions, with consultation opening on 16 July 2025, and concluding on 13 August 2025 inclusive.

Key stakeholder meetings continue to be held to further inform the draft Masterplan and any future changes throughout the consultation period.

COMMUNITY ENGAGEMENT

All consultation associated with the draft Masterplan will be undertaken in accordance with Council's Community Engagement Policy.

Two public information sessions will be held and open for anyone in the community to attend. The draft Masterplan will be available for public comment via Share Strathbogie website platform and hard copy at the Euroa Council Office. Targeted communications will be undertaken to encourage feedback from individual community members, community groups and stakeholders.

POLICY CONSIDERATIONS

This report is consistent with the following key strategic objectives and or actions in the 2025-29 Council Plan:

Objective One:	Connect
Objective Two:	Sustain
Objective Three:	Deliver

Regional, State and National Plans, Policies and Legislation

This report is aligned with the following legislation, council policies and key strategic documents:

• Euroa Township Strategy 2020

RISK CONSIDERATIONS

This report has identified the following risk(s):

Risk(s)	Likelihood	Consequence	Rating	Mitigation Action
The masterplan is not reflective of the community aspirations of all	Probable	Minimal	Medium	The draft masterplan attempts to balance the needs and aspirations of key stakeholders and the broader community.
Community and Stakeholders don't feel heard throughout the Project	Possible	Moderate	Medium	A three stage consultation approach has occurred, involving Stage one: broad consultations, Stage two: Key stakeholders, and Stage three: Final Consultation

LEGAL CONSIDERATIONS

There are no significant legal considerations associated with this report.

CONFLICT OF INTEREST DECLARATION

No Council officers and/or contractors who have provided advice in relation to this report have declared a general or material conflict of interest regarding the matter under consideration.

TRANSPARENCY

In the interests of transparency and open and honest communication with our community this report is presented to a public Council meeting.

FINANCIAL VIABILITY CONSIDERATIONS

The Masterplan once adopted provides Council and the Community with a series of staged works and projects suitable for applications to State and Federal Government Grant programs and/ or future consideration in Council's 10-year Capital Works Program.

SUSTAINABILITY CONSIDERATIONS

Economic

The draft Masterplan aims to drive economic development, visitor attraction and length of stay and spend in Euroa's civic precinct and central business district, through movement, accessibility, connection and a sense of place, providing attractions and space for individuals and groups to enjoy.

Social

The draft Masterplan aims to improve access and connectivity in and around the precinct, and contribute to the identity and sense of community within the township. The precinct will also provide greater access to safer public open spaces, and transport options.

Environmental

The draft Masterplan reflects precinct objectives that include embedding climate responsive outcomes throughout the precinct, delivering potential positive environmental outcomes.

Climate Change

The draft Masterplan reflects precinct objectives that include embedding climate responsive outcomes throughout the precinct, delivering potential positive environmental outcomes.

COLLABORATION

Council, and UrbanFold continue to work closely with the Project reference group (comprised of Council, Inland Rail, VicTrack, Department of Transport and Planning and VLine) to inform the draft Masterplan.

HUMAN RIGHTS CONSIDERATIONS

This report does not limit any human rights under the Victorian *Charter of Human Rights and Responsibilities Act 2006* and encourages participation in civic life by our community.

CONCLUSION

The draft Euroa Railway Precinct Masterplan is being presented to Council to endorse public consultation on the final draft Masterplan, for a period of four weeks commencing on 16 July 2025 and concluding on 13 August 2025.

ATTACHMENT

1. Precinct Masterplan RE V 04



Attachment 11.2.2.1 Precinct Masterplan RE V 04

We acknowledge the Taungurung People and the Yorta Yorta People as the Traditional Custodians of the land 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, 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 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.



The Railway Precinct Masterplan

Project Background

In 2020 Council adopted the Euroa Township Strategy which set out the agreed long-term planning, design and community vision for the future of Euroa. The Township Strategy imagines Euroa in 2040 as a place that is pleasant and inviting, with attractive, pedestrian friendly streets. It plans for a Town Centre that is well connected and easy to navigate, with safe walking and cycling facilities. This vision is now guiding development in and around the Town Centre.

Since the adoption of the Euroa Township Strategy, the Federal Government is delivering the Inland Rail Project, a 1,600km freight rail line connecting Melbourne and Brisbane via regional Victoria. The Victorian component involves rail improvement works between Beveridge and Albury to enable double-stacked freight trains to pass safely. Once operational, Inland Rail will add three additional double-stacked freight trains in each direction.

To accommodate increased freight demand, rail and road infrastructure works will be undertaken in Euroa on VicTrack land. These Federal Government-managed works include; replacing the Anderson Street bridge with a vehicle underpass, track adjustments, a new station platform, and upgraded pedestrian underpasses and car parking. There will also be some public realm improvements, including a station forecourt and new pathway, and supporting civil, drainage, and landscape works.

The Scope & Purpose of the Masterplan.

With funding from the State Government (Department of Transport and Planning), Council has developed the Railway Precinct Masterplan. Strathbogie Shire Council and the local community are committed to leveraging the opportunities presented by the Inland Rail project to drive further improvements and deliver broader benefits to the Euroa Town Centre.

The Masterplan builds on the Federal Government's investment in Inland Rail by maximising opportunities to improve connectivity, access, and movement to and from the Railway Precinct. As the Euroa Township Strategy was adopted prior to the planning and delivery of the Inland Rail works, there is a need to explore how these works can be effectively integrated into the township.

The Masterplan proposes capital works projects on Council land within the Railway Precinct, excluding land that is privately owned or owned or leased by the State Government. The Railway Precinct is bounded by Elliot Street to the north, the Frost Street pedestrian underpass to the northeast, Railway Street to the south, and the Anderson Street underpass to the south/ southwest.

Balancing aspiration with practicality and feasibility, the Masterplan outlines a staged approach to deliver both immediate improvements and longer-term goals. The proposed opportunities vary in scale—from quick wins to visionary projects—and are subject to community, stakeholder, and Council support, as well as future funding availability.

This Masterplan provides a strong foundation for Council and the community to pursue grants and advocate for funding to implement identified projects.







Vision for the Railway Precinct

The Masterplan provides an opportunity to establish a collective vision for the Railway Precinct. Key messages gathered through stakeholder and community engagement to date have been reflected in these aspirations.

"Lets bridge the great divide in the Township"

> "Make the most of this opporunity"

"Our public art trail is a source of local pride"

EUROA RAILWAY PRECINCT MASTERPLAN

The collective vision is to enhance and activate the Railway Precinct, transforming it into an inviting space that welcomes visitors and buzzes with community events. While Binney Street remains the beating heart of the Town Centre, the Railway Precinct will serve as the township's central spine, bridging the north-south divide.

Railway Street will evolve into a key local destination, strengthening the connection between the Station and Town Centre. A major streetscape upgrade will improve the aesthetics and functionality of the northern end of town.

Newly created open spaces will host a variety of local activities and events throughout the year.

Landscaping and public art will enhance pedestrian, cycling, and wheeling experiences through the precinct.

The precinct will become a source of community pride for local residents and an attraction for visitors to the Town Centre.

" Safe, easy pedestrian access in and around the precinct is essential"

"Comfortable places to sit & meet"

"Crossing Railway St from Binney St is critical"

Precinct Objectives

These objectives, developed through stakeholder and community consultation, guide Council and the community in implementing the shared vision for the precinct. The subsequent design recommendations have been formulated to achieve these objectives, and leverage initial Federal investment to attract further funding to deliver the recommended projects.

1. Connectivity

Make moving between the station and surrounds a safe and comfortable experience for pedestrians and wheelers.

4. Functionality

Provide weather protection and supporting infrastructure to enable activation of newly created public space for community events and range of uses.

2. Accessibility

Ensure that newly created public spaces and paths are designed so all users feel safe and welcome, regardless of gender, age or ability.

5. Community

Activate the Forecourt as a central, community gathering place that serves as the heart of Euroa, fostering social connections and civic pride.

3. Identity & Legibility

Use site-specific public art, street furniture, and landscaping as wayfinding devices to create an intuitive and enjoyable experience for visitors navigating the precinct.

6. Resilience

Maximise opportunities to embed climate responsive outcomes throughout the precinct.









5

The Masterplan

The following pages present a comparison between the works being delivered by Inland Rail (Stage 1) and the subsequent proposed projects proposed that Council could deliver subject to community and stakeholder support and the availability of future external funding opportunities.

On the following pages the Masterplan is described as:

- The overall Masterplan across the extent of the Railway Precinct on pages 7 & 8,
- The comparison between Inland Rail and Masterplan projects proposed along Railway Street on pages 9 & 10,
- The comparison between Inland Rail and Masterplan projects proposed in the Southern Reserve on pages 11 & 12, and
- The comparison between Inland Rail and Masterplan projects proposed in the Northern Reserve on pages 13 & 14.



Proposed Projects

These projects are subject to community, stakeholder and Council support, as well as future funding availability





EUROA RAILWAY PRECINCT MASTERPLAN











These works will be delivered by Inland Rail, there fore there is no opportunity to influence these outcomes.



EUROA RAILWAY PRECINCT MASTERPLAN



The Masterplan

This plan outlines a range of capital works projects proposed by Council to enhance connectivity and amenity within the Railway Precinct. Implementation of these projects is subject to community support and the availability of external funding opportunities.





EUROA RAILWAY PRECINCT MASTERPLAN



Inland Rail Works

Railway Street Precinct

Inland Rail works will deliver a new station forecourt, located between the station platforms and Railway Street on the site of the existing station car park. The forecourt will provide direct access to the station platforms. Large canopy trees will offer shade and enhance the area's amenity, while raised gardens will provide landscaping and seating.

Three underpasses will improve pedestrian connectivity between north and south Euroa, as well as the station platforms. The central pedestrian underpass will be accessible via lift, stairs, and a ramp. Landscaping around the ramp will incorporate materials salvaged from the Goods Shed. A shared-use path will provide a safe connection between DeBoos Street and Railway Street, and the Frost Street underpass will be renewed.

A renewed car park with pick-up and drop-off access will be located adjacent to the station forecourt, accessed via Railway Street. A second car park will be located on the northern side, accessed via Elliot Street. Additionally, a coach bay and sheltered seating area will be provided on Railway Street.

A Station forecourt B Central pedestrian underpass, ramp & lift C Seating D Coach bay E Bus shelter **F** Shared use path G Car park with pick up and drop off H Landscaping featuring Goods Shed materials



EUROA RAILWAY PRECINCT MASTERPLAN



Attachment 11.2.2.1 Precinct Masterplan RE V 04

Masterplan Projects

Railway Street Precinct

Pedestrian connectivity within the precinct will be improved. Pedestrian crossings will be upgraded at the intersections of Kirkland Avenue/Railway Street, Binney Street/Railway Street, and McGuinness Street/ Railway Street. Several missing links in the pedestrian network will be addressed, including sections on Scott, Elliott, and Forst Streets north of the rail line. On the eastern side of the precinct, a new footpath will connect the shared path to the recreation precinct via Hinton Street. There is also potential for an informal shared path along Railway Street, connecting to the Seven Creeks Trail.

Railway Street will be enhanced through greening and minor reconfiguration. The streetscape will be beautified with canopy street trees in central median. Additional landscaping at the three key intersections will be provided in expanded street build-outs. A roundabout is proposed at the intersection of Binney Street and Railway Street. The design will prioritise safe movement for pedestrians and cyclists, providing a continuous pavement gradient for seamless access between the Forecourt and Binney Street. Opportunities for public art and signage will be incorporated, and on-street parking will be formalised.





EUROA RAILWAY PRECINCT MASTERPLAN

Attachment 11.2.2.1 Precinct Masterplan RE V 04

Railway Street Precinct

ARTISTS IMPRESSION - PROPOSED MASTERPLAN PROJECTS



EUROA RAILWAY PRECINCT MASTERPLAN



11

Inland Rail Works

Southern Reserve

Inland Rail will create a new open space between the Railway Street car park and the Anderson Street vehicle underpass. This flat, grassed area will be approximately the same size as Bicentennial Park. Canopy trees will be planted along the western edge of the reserve to screen the vehicle underpass.

A shared-use path will provide a cycling connection between De Boos Street and Railway Street. The adjacent section of Railway Street will be reconfigured for one way traffic (southbound) to Anderson Street.

- A Green space
- B Shared use path
- C Canopy tree(s)
- D Vehicle underpass
- E Reconfiguration of Railway Street west



EUROA RAILWAY PRECINCT MASTERPLAN

Attachment 11.2.2.1 Precinct Masterplan RE V 04
Masterplan Projects

Southern Reserve

The amenity of the grassed reserve will be enhanced. Seating and landscaping along the southern edge will create a pleasant green space within the Town Centre. There is an opportunity to expand the local public art trail into the reserve, establishing a local landmark and a key wayfinding feature in the southern section of the precinct.

Upgrading the McGuinness and Railway Streets intersection will improve pedestrian connectivity to the Town Centre. Expanded street build-outs will provide additional landscaping and reduce the pedestrian crossing area.

Given its generous size and proximity to the Town Centre, this area is ideally suited for staging local events. Permanent services and infrastructure are proposed to support event activation, including a three-phase power supply, lighting, sewer, water, and waste services. The southwest corner of the reserve is a convenient and visible location for a public amenities block. RV parking on nearby McGuinness Street will enable visitors to park close to the reserve and its facilities.

- **1** Footpath (upgrade)
- (2) Improved pedestrian crossing
- **3** Formalised RV parking
- 4 Seating
- **(5)** Open pavilion (covered seating area)
- 6 Services for event staging
- Canopy/understorey landscaping
- 8 Public art opportunity



EUROA RAILWAY PRECINCT MASTERPLAN

Inland Rail Works

Northern Reserve

Inland Rail will deliver a renewed open space area north of the train station. This area will be more visible from the Town Centre following the removal of the vehicle overpass. It will be connected to the Town Centre by shared paths linking to both the central pedestrian underpass and the DeBoos Street shared-use underpass.

Canopy trees will be planted around the perimeter, and a landscaped drainage area will be provided. Elliott Street will be reconfigured as a no-through road due to the new vehicle underpass.

- A Green space
- B Drainage area
- C Reconfigured street access (no through road)
- D Service vehicle access (reinforced grass)
- E Pumping station
- F Footpath/shared path



EUROA RAILWAY PRECINCT MASTERPLAN

Masterplan Projects

Northern Reserve

The amenity of the grassed reserve will be enhanced. There is an opportunity to transform this reserve into a key destination for both locals and visitors by expanding and enhancing the landscaping to create a nature-focused attraction. Feature Indigenous planting could be designed in collaboration with the Taungurung Land & Waters Council and Euroa Arboretum. A picnic shelter with BBQ facilities, and possibly a viewing deck, could further enhance the visitor experience.

Integrating public art into the landscape could encourage exploration and connect the reserve to the local public art trail. There is also potential for a future pedestrian bridge to provide additional connectivity to the north eastern side of the precinct and create an architectural landmark.

Public access to the reserve will be improved with the provision of missing links in the footpath network on Scott StreetCar and by the provision of parking on Elliott Street.

1 Footpath 2 Improved pedestrian crossing 3 Parking 4 Landscape/nature attraction 5 Picnic shelter/pavilion 6 Public art 7 Seating



EUROA RAILWAY PRECINCT MASTERPLAN

Northern Reserve

ARTISTS IMPRESSION - PROPOSED MASTERPLAN PROJECTS



EUROA RAILWAY PRECINCT MASTERPLAN



16



11.3 Infrastructure

11.3.1 Road Management Plan Review 2025

AUTHOR Manager Asset Planning

RESPONSIBLE DIRECTOR Director Sustainable Infrastructure

EXECUTIVE SUMMARY

Officers have prepared the draft Road Management Plan 2025 as presented in Attachment One to this report for Council's consideration and for the purpose of undertaking community consultation, in accordance with Strathbogie Shire Council's Community Engagement Policy.

The Road Management Plan outlines Council's responsibilities in managing and maintaining roads across the municipality. It also describes the management system established by Council to conduct its duty under the *Road Management Act 2004* (Vic) to inspect, maintain and repair public roads and road assets for which it is responsible.

The *Road Management Act 2004* requires a road authority that has a road management plan to review that plan at intervals prescribed by the regulations. Regulation 8(3) of the Road Management (General) Regulations 2016 requires that a municipal council must conduct and complete a review of its road management plan within the period referred to in section 90(3) of the *Local Government Act 2020*, that being by 31 October in the year following a general election.

Additionally, Council will complete internal reviews on an annual basis to determine if a more detailed review is required.

A summary of the key changes are outlined in the report and documented in more detail in the attached documents.

RECOMMENDATION

That Council:

- 1. Endorses the draft Road Management Plan 2025-2029 for the purpose of public exhibition.
- 2. Authorises the Chief Executive Officer to give public notice of the preparation of the draft Road Management Plan 2025-2029 and place the document on public exhibition for a minimum period of 28 days and invite public submissions.
- 3. Considers the adoption of a final Road Management Plan 2025-2029 at a future meeting of Council.
- 4. Note that the Register of Public Roads will be made available for inspection by the community as part of this process.

PURPOSE AND BACKGROUND

The Road Management Plan informs the community about the level of service provided in maintaining the road infrastructure assets Council manages. It provides an opportunity to update service standards based on current resources available for maintenance.

The *Road Management Act 2004* and the Road Management (General) Regulations 2005 outlines the process for the review and adoption of a Road Management Plan.

As part of the process set out within the Regulations an internal review has been completed of the Draft Road Management Plan. This was carried out in consultation with the Director Sustainable Infrastructure, Manager Operations, Operations Coordinator, Principal Property Officer, Services Inspector and Assets Officers.

The internal review took into consideration a number of factors:

- Benchmarking of similar rural Councils
- Customer requests regarding the maintenance of Councils roads
- Feedback from the Municipal Association Victoria (MAV) in relation to the current plan
- The new MAV Road Management Plan template and guidance documents
- A review of Council register of public Roads

Through this review, several changes to the previous Road Management Plan have been made including the following:

- Adoption of the new Municipal Association of Victoria template for use as the base document for the Plan.
- Clarification and simplification of road and asset classifications
- Adjustment of the inspection program and response times for different asset classifications taking into consideration available resources to complete this work
- Recognition of kerb and channel and inspections when adjacent footpaths or roads are being inspected
- Additional defect inspections and clarification for pathways.

It is proposed that the plan will be placed on public exhibition from 21 July 2025, for a minimum of 28 days inviting submissions by community members, in line with the requirements of the *Road Management Act 2004* and Road Management Regulations 2016.

ISSUES, OPTIONS AND DISCUSSION

Community Submissions

The community must have the opportunity to review the proposed Draft Road Management Plan prior to adoption. The community may make submissions to the Draft Road Management Plan, which must be considered by Council. It is important that community submissions are considered and if appropriate incorporated into the final Road Management Plan. Each submission will be investigated to determine its impact on the budget and Council resources against any change in the Road Management Plan.

Should a community member wish to make a submission in relation to the Draft Road Management Plan, submissions will be heard by Council, in line with Councils Governance rules, prior to the final consideration and adoption of the Road Management Plan.

Register of Public Roads

Section 19 of the *Road Management Act 2004* outlines that:

"A road authority must keep a register of public roads specifying the public roads in respect of which it is the coordinating road authority"

It is a requirement that the Register of Public Roads is available for inspection by the community. This document is critical for the development and management of the Road Management Plan as it outlines the classification of each road which relates to the inspection frequency and response times as set out within the plan.

COMMUNITY ENGAGEMENT

The community engagement is being undertaken in accordance with Council's Community Engagement Policy.

When changing the Road Management Plan, the *Road Management Act 2004* requires Council to give notice via the Government Gazette and in a local daily newspaper(s), which circulate the municipal district inviting submissions from the community relating to the plan over at least a 28-day period.

The depth of engagement is based at the 'consult' level. We commit to keep the public informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the final plan.

Consultation will enable written submissions to the draft Road Management Plan 2025.

POLICY CONSIDERATIONS

Council Plan

This report is consistent with the following key strategic focus areas and or actions in the 2025-29 Council Plan:

Objective Three: Deliver Strategies:

- Focus on improving our asset management processes and extending the life of our infrastructure.
- Manage Council's strategic risks.

Regional, State and National Plans, Policies and Legislation

This report is aligned with the following legislation, Council Policies and key strategic documents:

- Road Management Act 2004
- Road Management (General) Regulations 2016
- Local Government Act 2020
- Local Government Act 1989
- Victorian Road Safety Strategy 2021-2030
- 2025-26 Budget

RISK CONSIDERATIONS

The Municipal Association Victoria's (MAV) primary role is to advocate for local government interests, provide policy and strategic advice and to support Councils. It also provides insurance services on behalf of Councils. One of the key areas of concern to the MAV and Councils is risk and liability. The MAV provides support and advice in relation to these issues including requirements, development and management of the Road Management Plan.

As part of their role, MAV have carried out a review of the Road Management Plans for all 79 Victorian Councils. This exercise identified inconsistencies and a lack of clarity across the Road Management Plans developed by each of the member Councils. The MAV therefore developed two standard templates: one for rural Councils and one for metropolitan Councils.

The MAV recommended to all member Councils that they adopt these new formats when reviewing their Road Management Plans to achieve consistency across Councils to reduce risk and liability. This advice has been heeded with the proposed updated Road Management Plan being based on the standard template for rural Councils.

LEGAL CONSIDERATIONS

In addition to the *Road Management Act 2004*, the plan also considers the following Acts, regulations and codes of practice:

- Local Government Act 2020
- Local Government Act 1989
- Ministerial Codes of Practice
- Road Management (General) Regulations 2016
- Road Management (Works and Infrastructure) Regulations 2015
- Road Safety Act 1986
- Wrongs Act 1958.

CONFLICT OF INTEREST DECLARATION

No Council officers and/or contractors who have provided advice in relation to this report have declared a general or material conflict of interest regarding the matter under consideration.

TRANSPARENCY

In the interests of transparency and open and honest communication with our community, this report is presented to a public Council meeting.

FINANCIAL VIABILITY CONSIDERATIONS

The recommended exhibition and potential future adoption of draft Road Management Plan will assist in protecting Council's legal liability and ensuring Council's road maintenance responsibilities do not compromise its financial viability.

SUSTAINABILITY CONSIDERATIONS

The recommended standards set out in the draft Road Management Plan are designed to support the community's economic viability and social connectedness in a financially sustainable manner.

INNOVATION AND CONTINUOUS IMPROVEMENT

The proposed revised and updated draft Road Management Plan forms the basis for more appropriate road maintenance standards and reduced risks to the community within the limits of available resources.

COLLABORATION

Development of the draft Road Management Plan was a collaborative effort across the organisation involving the Director Sustainable Infrastructure, Manager Operations, Operations Coordinator, Principal Property Officer, Services Inspector and Assets Officers.

HUMAN RIGHTS CONSIDERATIONS

There are no implications for human rights arising from this report.

CONCLUSION

Council is required to update its Road Management Plan every four years, to coincide with the municipal election cycle and appointment of councillors.

The content and layout of the existing Road Management Plan 2021 has been transitioned to the Municipal Association of Victoria (MAV) template. The assets Council inspects and maintains has been clarified. Inspection and response times across all road and road related infrastructure assets have been reviewed and updated to reflect the capacity of current staffing and budget.

It is concluded the draft Road Management Plan 2025 is appropriate for Council endorsement for the purpose of public exhibition inviting formal submissions from the community over at least a 28 day period between mid July 2025 and August 2025.

ATTACHMENTS

Draft Road Management Plan Road Management Plan 2025-29 Review Supplement: Footpaths covered by Road Management Plan 2025-2029 FAQ Road Management Plan Consultation

Strathbogie Shire Council Road Management Plan



Strathbogie SHIRE COUNCIL

Acknowledgement of Country

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

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

Guideline Governance

Responsible Department:	Sustainable Infrastructure
Adoption authorised:	Council
Date of adoption:	< <date>></date>
Date of effective from:	< <date>></date>
Enterprise Content Manager Ref:	
Document Set ID:	
Endorsed CEO or ELT member or department manager to make and approve document editorial amendments:	Director Sustainable Infrastructure
Annual desktop review date:	< <date>></date>
Review date:	< <date>></date>
Completion date:	< <date>></date>
Version number:	8.00
Stakeholder review and engagement:	
Relevant Legislation:	
Associated Strategic Direction #:	
Associated instruments:	
Supersedes:	

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Review history 2008 to 2025

Revision No.	Date	Revision Details
Draft	31/08/04	
Ver 1.0	10/09/04	Version 1: Public exhibition
Ver 1.0	16/11/04	Version 1: Adopted
Ver 2.0	11/07/05	Version 2: Public exhibition
Ver 2.0	20/09/05	Version 2: Adopted
Ver 3.0	04/08/06	Version 3: Public exhibition
Ver 3.0	15/05/07	Version 3: Adopted
Ver 4.0	19/06/12	Version 4: Adopted
Ver 5.0	Feb 2014	Version 5: Adopted
Ver 6.0	April 2017	Version 6: Adopted
Ver 7.0	June 2021	Version 7: Public exhibition
Ver 7.0	September 2021	Version 7: Adopted
Ver 8.0	May 2023	Version 8: Draft after review of AMCP - Transport
Ver 8.0	March 2024	Version 8: Draft for Council approval for Community consultation.
Ver 8.00	June 2025	Version 8: Draft Updated to new MAV template – see detailed amendment list below

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Contents

	jement of Country	
	overnance	
	ory 2008 to 2025	
	ts from Previous Road Management Plan (RMP)	
	IS ITOM Previous Road Management Plan (RMP)	
	on	
1.1	What is the purpose of this Plan	
1.2	Legislation guiding this Plan	
1.3	What is covered in this Plan?	
1.4	Updating the Plan	
1.5	Exceptional Circumstances	
1.5.1		
1.5.2		
1.5.3	-	
1.5.4		
1.6	Responsibility for the Plan	12
2. Rights an	d Responsibilities	12
2.1	Public Roads	12
2.2	Key stakeholders	
2.3	Coordinating & Responsible Road Authority	
2.4	General Functions of a Road Authority	
2.5	Rights of the Road User	
2.6	Obligations of Road Users	
2.6.1	General Usage	
2.6.2	, and the second s	
2.6.3		
2.6.4		
3. Road Ma	nagement Systems	17
3.1	Background and Process	
3.2	Asset Hierarchies – Municipal Road Network	
3.3	Our Road Network	
3.4	Maintenance Management System	
3.4.1		
3.4.1	J. J	
	Maintenance Surveys and inspections	
3.4.4		
3.5	Asset Levels of Service	
	ad Register	
4.1 4.2	Maintenance Demarcation/ Interface (Boundary) Agreements	
	Roads not listed on the Register	
	jeure	
	I References	
	1: Road Hierarchy	
Attachment	2: Pathway Hierarchy	23

Footpaths	23
Attachment 3: Inspection Requirements	24
Attachment 4: Inspection Frequencies	25
Attachment 5: Defect Intervention Levels and Repair Timeframes	27
Sealed Roads	27
Unsealed Roads	29
Traffic Control Devices	
Pathways	
Kerb and Channel	
Bridges and Culverts	

			,
Serial	Description Integration of previous RMP format to the	Author APAO	Date June 2025
1	Municipal Association of Victoria (MAV) preferred	AFAU	June 2025
	template		
2	"Guideline Governance" table added	MAV	June 2025
3	Added Acknowledgement of Country	APAO	June 2025
4	2.6.2 Removed investigation'	KT	June 2025
-	2.6.3 Added Council's process for permits for	LU	June 2025
5	working in a road reserve		
6	Section 2.6.4 Figure 2 and 3 added	APAO	June 2025
7	Section 3.2 Removed Urban Roads and included	AO	June 2025
· ·	our Road and Footpath Hierarchies		
8	Removed details of condition inspections as these	DSI, APAO	June 2025
	are not conducted for roads in Strathbogie Shire		
9	3.4.4 Updated to refer to Council's Customer	DSI	June 2025
_	Service Charter		
10	Section 4. – Added Register of Public Road details	APAO	June 2025
11	Section 4.1 – Maintenance Demarcation	APAO	June 2025
	(Boundary) Agreement with neighboring Councils added		
12	Section 5. Force Majeur added	APAO	June 2025
13	MAV Attachment 1 deleted	APAO	June 2025
	MAV Attachment 2 renamed to Attachment 1:	APAO	June 2025
14	Road Hierarchy	711718	0une 2020
	Attachment 1: added detail of categories in our	APAO	June 2025
15	Asset Register incorporated in RMP road hierarchy		
	categories – removed road classes		
16	MAV Attachment 3 renamed to Attachment 2:	APAO	June 2025
10	Pathway Hierarchy		
	Attachment 2: added detail of categories for Priority	APAO	June 2025
17	1 and 2 footpaths and deleted all reference to		
	Shared & Bicycle Pathways as we currently do not		
	have any that are part of the road infrastructure		0005
18	MAV Attachment 4 renamed to Attachment 3:	APAO	June 2025
	Inspection Requirements Attachment 3: removed reference to 'Road Asset	APAO	June 2025
19	Inspectors Manual' and 'performed by a dedicated	APAO	June 2025
13	Plan inspector'		
	MAV Attachment 5 renamed to Attachment 4:	APAO	June 2025
20	Inspection Frequencies		55 2020
21	Attachment 4: updated hierarchy categories	APAO	June 2025
	Attachment 4: Inspection timeframes on reactive	APAO	June 2025
22	inspections now defined, between 5 and 12		
	working days		
	Attachment 4: Proactive Inspection frequencies -	APAO	June 2025
23	Collector roads changed from 3 monthly to 4		
	monthly		1 0005
	Attachment 4: Proactive Inspection frequencies -	APAO	June 2025
24	Access roads changed from 6 monthly to 12		
	monthly		June 2025
25	Attachment 4: Bridges - Reactive Inspections set at 5WD	APAO	June 2025
	Attachment 4 – Inspection frequencies – Kerb and	APAO	June 2025
26	Channel has been added to inspections table		June 2023
	Attachment 4 – Emergency Response now added	APAO	June 2025
27	– 12H		220 2020
	MAV Attachment 6 renamed to Attachment 5:	APAO	June 2025
28	Defect Intervention Levels and Repair Timeframes		
	•		

Amendments from Previous Road Management Plan (RMP)

Serial	Description	Author	Date
	Attachment 5 – road classes removed and	APAO	June 2025
29	intervention levels made consistent across all		
	categories.		
30	Attachment 5 – Sealed Roads pothole defect on	APAO	June 2025
00	bicycle lane added		
31	Attachment 5 – Sealed Roads pothole for collector	APAO	June 2025
<u> </u>	roads changed from 2 weeks to 1 month		
32	Attachment 5 – Sealed Roads pothole for access	APAO	June 2025
02	roads changed from 1 to 3 months		
33	Attachment 5 – Sealed Roads deformations for link	APAO	June 2025
	roads changed from 2 weeks to 1 month		
34	Attachment 5 – Sealed Roads deformations for	APAO	June 2025
•••	collector roads changed from 2 weeks to 2 months		
35	Attachment 5 – Sealed Roads deformations for	APAO	June 2025
	access roads changed from 1 month to 3 months		
36	Attachment 5 – Sealed Roads – rutting and	APAO	June 2025
	shoulder rutting not included		
37	Attachment 5 – Sealed Roads edge break for link	APAO	June 2025
•	roads changed from 2 weeks to 1 month		
38	Attachment 5 – Sealed Roads edge break for	APAO	June 2025
	collector roads changed from 2 weeks to 3 months		
39	Attachment 5 – Sealed Roads edge break for	APAO	June 2025
	access roads changed from 2 months to 3 months		
40	Attachment 5 – Sealed Roads edge/shoulder drop	APAO	June 2025
	for link roads changed from 2 weeks to 1 month	1710	
	Attachment 5 – Sealed Roads edge/shoulder drop	APAO	June 2025
41	for collector roads changed from 2 weeks to 2		
	months		
10	Attachment 5 – Sealed Roads edge/shoulder drop	APAO	June 2025
42	for access roads changed from 2 months to 3		
	months		June 2025
43	Attachment 5 – Sealed Roads missing pit lid and	APAO	June 2025
	damaged pit lids added Attachment 5 – Sealed Roads roadside vegetation	APAO	June 2025
44	 obstructing sightlines added 	APAO	June 2025
	Attachment 5 – Sealed Roads roadside vegetation	APAO	June 2025
	- response times set at 1month for link from 6	AF AO	Julie 2025
45	months and 3 months for collector and access		
	roads from as resources allow		
	Attachment 5 – Unsealed Roads missing pit lid and	APAO	June 2025
46	damaged pit lids added	74770	04110 2020
	Attachment 5 – Unsealed Roads pothole for link	APAO	June 2025
	riduolinione o libolaida ridude politolo ior mile	7.1.7.0	
47	roads changed from 2 months to n/a		
	roads changed from 2 months to n/a Attachment 5 – Unsealed Roads pothole for	APAO	June 2025
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48	Attachment 5 – Unsealed Roads pothole for collector roads changed from 3 months to 1 month		
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Serial	Description	Author	Date
	roads changed from 3 months to n/a		
57	Attachment 5 – Unsealed Roads rutting for	APAO	June 2025
57	collector roads changed from 3 months to 1 month		
58	Attachment 5 – Unsealed Roads rutting for access	APAO	June 2025
	roads changed from 6 months to 2 months		
	Attachment 5 – Unsealed Roads roadside	APAO	June 2025
59	vegetation – obstructing sightlines add Roadside		
	Vegetation Overhead Clearance added		
	Attachment 5 – Traffic Control Devices – regulatory	APAO	June 2025
	and hazard signs – changed from 1 month for all		
60	roads to link-1 month, collector – 2 months,		
	access-3 months and limited access tracks – 4 months		
	Attachment 5 – Traffic Control Devices –	APAO	June 2025
61	missing/damaged guard rail or fencing added	APAO	June 2025
62	Attachment 5 – Guideposts not included	APAO	June 2025
02	Attachment 5 – Guideposts not included Attachment 5 – Traffic Control Devices –	APAO	June 2025 June 2025
	missing/damaged pavement markings now set to	APAO	June 2025
63	link-1 month, collector – 3 months, access-4		
	months and limited access tracks – n/a		
	Attachment 5 – Pathways – vertical displacement	APAO	June 2025
64	reduced from > 20mm abrupt step to >25mm with	71770	0011C 2020
04	priority 2 paths set to 1 month		
	Attachment 5 – Pathways – Loose or segmented	APAO	June 2025
65	pavers added		
00	Attachment 5 – Pathways – Cracking in pathways	APAO	June 2025
66	added	-	
67	Attachment 5 – Pathways – undulations added	APAO	June 2025
68	Attachment 5 – Pathways – Dislodged / missing	APAO	June 2025
00	pieces / potholes added		
69	Attachment 5 – Pathways – missing pit lids added	APAO	June 2025
70	Attachment 5 – Pathways – damaged pit lids	APAO	June 2025
10	added		
71	Attachment 5 - Pathways - vegetation overhead	APAO	June 2025
11	clearance added		
72	Attachment 5 – Pathways – dislodged/missing	APAO	June 2025
	tactile indicator added		
73	Attachment 5 – Kerb and Channel added		
74	Attachment 5 – Bridges and Culverts - culverts for		
	link roads changed from 3 months to 2 weeks		
75	Attachment 5 – Bridges and Culverts - culverts for		
	collector roads changed from 3 months to 1 month		
76	Attachment 5 – Bridges and Culverts - culverts for		
	access roads changed from 6 months to 2 months		
77	Attachment 5 – Bridges and Culverts - culverts for		
77	limited access roads changed from 6 months to 3 months		

DSI – Director Sustainable Infrastructure

MO – Manager Operations

AO – Assets Officer

APAO - Asset Planning Admin Officer

Definitions

Arterial Road	Refers to freeways, highways and declared main roads, which are managed by the Victorian Government, through Head Transport for Victoria (as the co-ordinating road authority).
Co-ordinating	The organisation which has the responsibility to co-ordinate works.
road authority	Generally, if the road is a freeway or arterial road, this will be Head
road admonty	Transport for Victoria. Generally, if the road is a municipal road, this will
	be Council.
Council	Refers to Strathbogie Shire Council
Demarcation	A formal agreement between Council and another organisation that
agreement	defines areas of responsibility.
Motor vehicle	Refers to a vehicle that is propelled by an in-built motor and is intended
	to be used on a roadway. This does not include a motorised wheelchair
	or mobility scooter which is incapable of travelling at a speed greater
	than 10 km/h and is solely used for the conveyance of an injured or
	disabled person.
Municipal	Road for which the municipal council is the co-ordinating road authority.
road(s)	The Road Management Act 2004 imposes specific duties on the
	municipal council with respect to the inspection, repair and maintenance
	of these roads and associated road-related infrastructure.
Non-road	Refers to infrastructure in, on, under or over a road, which is not road
infrastructure	infrastructure. This includes (but is not limited to) such items as gas
	pipes, water and sewerage pipes, cables, electricity poles and cables,
	tram wires, rail infrastructure, bus shelters, public telephones, mail
	boxes, roadside furniture and fences erected by utilities, or providers of
	public transport.
Other roads	Include roads in state forests and reserves, and roads on private
	property. Municipal councils are not responsible for the inspection, repair
	or maintenance of these roads.
Pathway	Refers to a footpath, bicycle path, shared path or other area that is
	constructed or developed by Council for members of the public (not
	motor vehicles) to use.
Plan	Refers to this Road Management Plan.
Public Road	As defined by the Road Management Act 2004 and includes a freeway,
T ubilo T loud	an arterial road, a municipal road declared under section 14(1) of the Act
	and a road in respect of which Council has made a decision that it is
	reasonably required for general public use and is included on the
	Register of Public Roads.
Road	Has the same meaning as in the Road Management Act 2004, being
Road	inclusive of any public highway, any ancillary area and any land declared
	to be a road under section 11 of that Act or forming part of a public
Pood	highway or ancillary area.
Road	Refers to infrastructure which forms part of a roadway, pathway or
infrastructure Road-related	shoulder, which includes structures and materials.
	Refers to infrastructure installed or constructed by the relevant road
infrastructure	authority to either facilitate the operation or use of the roadway or
D. J.D.	pathway, or support or protect the roadway or pathway.
Road Reserve	Refers to the area of land that is within the boundaries of a road.
	Example: any nature strip, forest, bushland, grassland or landscaped
	area within the road reserve would be roadside.
Roadside	Refers to any land that is within the boundaries of the road (other than
	shoulders) which is not a roadway or pathway. This includes land on

	 which any vehicle crossing or pathway, which connects from a roadway or pathway on a road to other land, has been constructed. Example: any nature strip, forest, bushland, grassland or landscaped area within the road reserve would be roadside
Roadway	Refers to the area of a public road that is open to, or used by, the public, and has been developed by a road authority for the driving or riding of motor vehicles. This does not include a driveway providing access to a public road, or other road, from adjoining land.
Shoulder	Refers to the cleared area, whether constructed or not, that adjoins a roadway to provide clearance between the roadway and roadside. This does not refer to any area that is not in the road reserve.

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1. Introduction

1.1 What is the purpose of this Plan

Section 50 of the *Road Management Act 2004* sets the following objectives for a municipal road management plan:

- 1) To establish a system for Council's road management functions, which is based on policy, operational objectives and available resources.
- 2) To set a performance standard for Council's road management functions.

Although it is termed a 'plan' in the legislation, it is functionally an operational protocol document, describing the systems and rules Council use to make decisions and meet obligations within Council's available resources. The plan forms part of a larger Asset Management Framework related to maintenance and operations.

For the avoidance of doubt, this Plan is a road management plan for the purposes of s.39 of the *Road Management Act 2004*.

1.2 Legislation guiding this Plan

In addition to the *Road Management Act 2004*, the plan also considers the following Acts, regulations and codes of practice:

- Local Government Act 2020
- Local Government Act 1989
- Ministerial Codes of Practice
- Road Management (General) Regulations 2016
- Road Management (Works and Infrastructure) Regulations 2015
- Road Safety Act 1986
- Wrongs Act 1958.

1.3 What is covered in this Plan?

The Plan is divided into six sections:

- 1. Introduction.
- 2. Rights and Responsibilities covers legislation and local laws relevant to road management.
- 3. Road Management Systems how Council classifies roads, streets and pathways known as Council's asset hierarchy and the plans and processes Council uses to maintain roads and road-related infrastructure.
- 4. Public Roads Register what's in it, how to access it and the process for making changes.
- 5. Technical References.
- 6. Attachments:
 - a. Attachment 1, Road Hierarchy
 - b. Attachment 2, Pathway Hierarchy
 - c. Attachment 3, Inspection Requirements
 - d. Attachment 4, Inspection Frequencies
 - e. Attachment 5, Defect Intervention Levels and Repair Timeframes

1.4 Updating the Plan

This Plan must be updated within a set period following a Council election. Outside of this cycle, changes may be required from time to time.

The following process will be used to manage these changes:

- If material changes are made to standards and specifications, a report will be presented to Council, along with a brief explanation as to why such changes are necessary. The review process must follow the steps as set out in the Road Management (General) Regulations 2016 Part 3 – Road Management Plans.
- When changes do not alter these technical aspects of road management, changes will be approved by the Director Sustainable Infrastructure.

These changes will be made in accordance with the processes prescribed by the *Road Management Act 2004*. To assist with version control, these changes will be numbered as follows:

- Versions presented to Council will be renumbered by whole numbers for example, from Version 1.00 to 2.00.
- Those approved by the Director will be renumbered by decimals for example, from Version 1.00 to 1.01.

1.5 Exceptional Circumstances

Council will make every effort to meet its commitments under its Plan.

However, there may be situations or circumstances that affect Council's business activities to the extent that it cannot deliver on the service levels of the Plan. These include but are not limited to: natural disasters, such as fires, floods, or storms, or a prolonged labour or resource shortage, due to a need to commit or redeploy Council staff and/or equipment elsewhere or due to the effects of pandemic and/or government intervention.

1.5.1 Suspension of the Plan

In the event that the Chief Executive Officer (CEO) of Council has considered the impact of such an event on the limited financial resources of Council and its other conflicting priorities, and determined that the Plan cannot be met, then pursuant to Section 83 of the *Wrongs Act 1958*, the CEO will write to Council's Officer in charge of the Plan and inform them that some, or all, of the timeframes and responses in Council's Plan are to be suspended.

1.5.2 Reinstatement of the Plan

Once the scope of the event/s have been determined, and the resources committed to the event response have been identified, then there will be an ongoing consultation between Council's CEO and Council's Officer responsible for the Plan, to determine which parts of Council's Plan are to be reactivated and when.

1.5.3 Communication and documentation around Plan suspension

Council will provide information/statements to the public about the suspension or reduction

of the services under its Plan, including:

- How the work that will be done has been prioritised; and
- The period for which it is likely to be affected.

This information will be provided by the Council on its website where its Plan is located and other channels as appropriate such as press releases or social media.

Where Council has suspended, in part or whole, it's Plan, associated documents (e.g. communications, meeting minutes, schedules, etc.) will be recorded and stored.

1.5.4 Inspections and repairs during suspension of Plan

The suspension of the Plan will not necessarily mean that all inspections and repairs halt. However, it may mean that only certain categories of inspections and repairs are undertaken. These will be based on a risk assessment and resources available to the Council, considering the resources needed to address the impact of the trigger event. For example, some reactive inspections may take place and repair (temporary or permanent) of roads/pathways which pose a high risk may be undertaken, depending on the resources available to the council and the accessibility of each asset.

1.6 Responsibility for the Plan

Overall responsibility for administering and implementing the Road Management Plan rests with the Council's Director Sustainable Infrastructure.

2. Rights and Responsibilities

2.1 Public Roads

Public roads are defined in the Road Management Act 2004 as including:

- a freeway
- an arterial road
- a road declared under section 204(1) of the Local Government Act 1989
- a municipal road declared under section 14(1) of the Road Management Act 2004
- a road in respect of which Council has decided that it is reasonably required for general public use and is included on the Public Roads Register.

2.2 Key stakeholders

The key stakeholders impacted by this Plan include:

- the general community (for recreation, sport, leisure and business)
- residents and businesses adjoining the road network
- pedestrians
- vehicle users with motorised vehicles, such as trucks, buses, commercial vehicles, cars and motorcycles
- users of smaller, lightweight vehicles, such as pedal-powered bicycles, motorised buggies, wheelchairs, prams and so on

- tourists and visitors to the area
- emergency agencies (Victoria Police, Country Fire Authority, Ambulance Victoria, State Emergency Services)
- the military (in times of conflict and emergency)
- traffic and transportation managers
- managers of the road network asset
- · construction and maintenance personnel, who build and maintain asset components
- utility agencies using the road reserve for infrastructure (water, sewerage, gas, electricity, telecommunications)
- state and federal governments, who periodically provide funding for roads.

2.3 Coordinating and Responsible Road Authority

Section 35 of the *Road Management Act 2004* provides that a road authority has power to do all things necessary or convenient to be done for or in connection with the performance of its functions under the Act.

Section 36 of the *Road Management Act 2004* outlines which road authority is the coordinating road authority. According to subsection (c), the coordinating road authority is:

If the road is a municipal road, the municipal council of the municipal district in which the road or part of the road is situated.

However, there are instances where several authorities are responsible for components of the road within the road reserve. Section 37 of the *Road Management Act 2004* identifies who is the responsible road authority in particular circumstances.

2.4 General Functions of a Road Authority

The general functions of a road authority are described within Section 34 of the *Road Management Act 2004.*

2.5 Rights of the Road User

The rights of public road users, which are legally enforceable, are set out in Sections 8 to 10 of the *Road Management Act 2004*.

2.6 Obligations of Road Users

2.6.1 General Usage

The common law requires that a road user must take reasonable care for their own safety (see *Ghantous v Hawkesbury City Council*)

The *Road Safety Act 1986* sets out obligations on road users, including section 17A which requires that a person who drives a motor vehicle on, or uses, a highway must drive in a safe manner and have regard for all relevant factors, including without limiting their generality, the following:

- (a) physical characteristics of the road
- (b) prevailing weather conditions
- (c) level of visibility
- (d) the condition of any vehicle the person is driving or riding on the highway

13

- (e) prevailing traffic conditions
- (f) the relevant road laws and advisory signs
- (g) the physical and mental condition of the driver or road user.

Section 17A of the *Road Safety Act 1986* also requires that a road user must take reasonable care:

- (a) to avoid any conduct that may endanger the safety or welfare of other road users.
- (b) to avoid any conduct that may damage road infrastructure and non-road infrastructure on the road reserve.
- (c) to avoid conduct that may harm the environment of the road reserve.

2.6.2 Incident Claims

If a person proposes to make a claim in relation to a public road or infrastructure for which Council is the responsible road authority, that person should contact Council and Council will initiate respective insurance reporting processes.

In accordance with Section 110 of the *Road Management Act 2004*, Council is not legally liable for property damages where the value of the damage is equal to or less than the threshold amount.

In cases where the claim relates to assets Council does not own or is not responsible for on the road reserve, the person who proposes to make a claim must refer the claim to the other authority or person responsible for those assets.

2.6.3 Permits for work within a road reserve

In cases where an individual or organisation proposes to carry out works within the road reserve that may impede public access, or interfere with road infrastructure, such as any works relating to a crossover (driveway) or stormwater connection, they must apply for a 'Minor Works Within Road Reserve' Permit. There are some exemptions, as noted in the Road Management (Works and Infrastructure) Regulations 2015.

A copy of the individuals or organisations public liability insurance is required upon submission and depending on the impact of the planned works, a Traffic Management Plan may also be required.

If the planned works are considered 'other than minor', this application should still be used, however a different fee will apply. These details can be found on page three of the application form.

For further details see Apply for a Permit on our website www.strathbogie.vic.gov.au

2.6.4 Obligation of others

There are several assets within the road reserve that Council do not have an obligation to inspect and/or maintain. These include:

• Non-road infrastructure – This includes (but is not limited to) such items as gas pipes, water and sewerage pipes, cables, electricity poles and cables, tram wires, rail infrastructure, bus shelters, public telephones, mail boxes, roadside furniture and fences erected by utilities, or providers of public transport.

• Vehicle driveways – the vehicle crossing (including Cross-over), located between the carriageway and the property boundary, must be maintained by the adjoining property owner. However, Council is responsible for the portion of the driveway where a constructed pathway is reasonably required by the public. Refer to Figure 1,2 and 3 for different driveway types and responsibilities.



15



- Single property stormwater drains for drains constructed within the reserve that carry water from a single property to an outlet in the kerb, or other drain.
- Utilities including, but not limited to; telecommunication, power, water, gas and rail authority assets.
- **Roadside** as per Section 107 of the Road Management Act, Council has no "statutory duty or a common law duty to perform road management functions in respect of a public highway which is not a public road or to maintain, inspect or repair the roadside", described as "any land that is within the boundaries of the road (other than shoulders) which is not a roadway or pathway". This includes landscaped tree plots within the pathway/pathway where the surface of the tree plot is not constructed with the intention of providing a trafficable pedestrian surface.

Where Council becomes aware of a hazard created by the defective condition of assets / infrastructure owned by another party, Council may at its absolute discretion:

- If located within assets / infrastructure for which Council is responsible (e.g. pathways, road surfaces, etc.), or otherwise presents an immediate and significant risk to members of the public, undertake temporary measures to reduce the risk to members of the public until such time as the respective owner can implement permanent repairs (subject also to Council's available resources).
- Report in writing (e.g. email or letter) the presence of the hazard to the responsible party and request that repairs be implemented within a reasonable timeframe.

• Where repairs are not completed by the responsible party within the respective timeframe, Council may complete necessary repairs and invoice the responsible party for the costs.

However, where another party has a duty in relation to the asset / infrastructure, and Council has a discretionary power to take remedial action in relation to that matter, only that other party with the duty is liable in a subsequent proceeding, in accordance with s.104 of the Road Management Act 2004.

3. Road Management Systems

3.1 Background and Process

Road asset management involves managing both physical assets, and uses and operation that have the potential to impact their condition. It applies to all road assets, including:

- the road pavement and surface, as well as pathways, kerb and channel
- structures bridges, culverts and traffic management devices
- road infrastructure traffic signals and on-road electrical assets.

The aim of Council's road management system is to deliver a safe and efficient road network and meet community needs to the best of our ability, within available resources.

To create a road asset management system that would best meet Council's needs when inspecting, maintaining and repairing public roads, Council used the following nationally recognised asset management frameworks:

- International Infrastructure Management Manual (IIMM) 2015, IPWEA
- IPWEA National Asset Management Systems (NAMS+)
- Other references, as listed in Technical References.

The system is designed to set the direction for Council's asset management activities. It is also linked to the annual business planning cycle.

3.2 Asset Hierarchies – Municipal Road Network

All roads and pathways within the municipal road network are classified according to a hierarchy that considers how they are used, who uses them and how often. The hierarchy classification is used to determine the levels of service required, prioritise works programs and determine defect intervention responses. The two levels in the hierarchy are:

1. Road and Street network

This is further divided into four categories, as follows:

- Link road
- Collector road sealed and gravel
- Access road sealed and gravel
- Limited access track

See Attachment 1 for more information

2. Pathway network

This is further divided into 2 categories, as follows:

17

Footpaths

Priority 1: High-use Areas

• Priority 2: Other Areas

See Attachment 2 for further information.

3.3 Our Road Network

More information about the Council's road network is shown in the tables below.

Table 3.1 – Road length by hierarchy – date last updated:	5/06/2025
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Hierarchy	Length (km)	% of Network
Link Road	563	26%
Collector Road	980	45%
Access Road	630	29%
Limited Access Track	22	1%
Total	2195	100%

Table 3.2 – Road Length by Surface Type – date last updated: 10/06/2025

Surface Type	Length (km)	% of Network
Sealed	753	34%
Unsealed	1442	66%
Total	2195	100%

3.4 Maintenance Management System

3.4.1 Maintenance Management

Council has responsibilities to road users and the community to maintain public roads to a reasonably safe and suitable standard, within our available funds and resources. By developing long-term maintenance programs for our assets, we are better able to plan how we do this.

The following maintenance requirements shape our annual program and budget:

Routine maintenance standards

Standards vary across the network depending on the asset type and relevant risk factors, such as traffic volumes and composition, operating speeds, the susceptibility of assets to deterioration and the cost effectiveness of repairs. Competing priorities for funding are also relevant.

Defect intervention levels have been established using the *VicRoads Standard Specification Section 750* and adapting it to local conditions.

The standards will be reviewed periodically to make sure they are adequate (see section 1.4).

Repair and maintenance works

Works must be completed within a specified time, depending on the severity and location of

the defect. Response times are determined using local knowledge and experience and past performance as a guide.

Response times are monitored and will be periodically reviewed (see section 1.4).

Temporary mitigation measures

These are temporary works designed to reduce the risk of an incident, until such time as repair or maintenance works can be completed.

Response times and safety measures – for example warning signs, flashing lights, and safety barriers – are determined by reference to the risk to safety, road type and traffic volume.

Emergency works

Works that result from emergency incidents and must be undertaken immediately, for the safety of road users and the public.

Emergency works might include traffic incident management, responses to fires, floods, storms and spillages, and any assistance required under the Victorian State Emergency Response Plan and Municipal Emergency Management Plan.

3.4.2 Asset Management Plans

Council's asset management plans guide the development of long-term asset renewal programs, helping Council to plan and finance asset renewal and replacement.

3.4.3 Maintenance Surveys and inspections

A three-tier regime is used to inspect Council's road network assets. It covers safety issues, incidents, defects and condition inspections.

1. Reactive inspections (Request for Service or RFS)

These inspections are conducted in response to requests from the community. The inspection is carried out by a Council/Contractor employee and assessed according to the Hazard intervention levels, contained within Attachment 5.

2. Proactive Inspections

Regular timetabled inspections that are scheduled depending on traffic flow, the types of defects likely to impact the asset and the perceived risks of these defects.

3. Condition Inspections

These inspections identify structural integrity issues which, if untreated, are likely to adversely affect the network overall. These issues may impact short-term serviceability, as well as the ability of the asset to perform for the duration of its intended life span.

3.4.4 Customer responsiveness and performance targets

Customer service is at the core of Strathbogie Shire Council's work and is part of the role of every person employed by Council. Council's Customer Service Charter outlines Council's commitment toward customer service. The Customer Service Charter is not intended to be a guide or indicator of resolving a specific request or report of a road defect, it is simply to guide Council's responsiveness to acknowledging your request. Council will let customers know when their request may not meet the guidelines set out in the Customer Service Charter due to complexity and/or the involvement of other stakeholders.

Your request will be inspected and assessed in accordance with timeframes specified in Attachment 4.

For more information about the Customer Service Charter, refer to Councils website via the following link, or by cutting and pasting the link into your web browser.

https://www.strathbogie.vic.gov.au/council/plans-policies-strategies-and-reports

3.5 Asset Levels of Service

Five elements are taken into account when determining appropriate levels of service for the road network. These are:

- Community expectations
- Technical standards
- Organisational capacity
- Performance measures and targets
- Safety of road and footpath users.

4. Public Road Register

Council maintains a register of public roads – called the Public Road Register – with the details of all public roads and ancillary areas for which we are responsible.

The Public Road Register is available at the following locations and may be viewed, free of charge, by the public during office hours each working day:

Municipal Offices 109A Binney Street, Euroa, 3666 Phone: 03 5795 0000 Mon – Fri. 9.00 am to 5.00 pm Nagambie Customer Service 293 High Street, Nagambie, 3608 Phone: 1800 065 993 Mon – Fri 10.00 am to 4.00 pm

The Public Road Register is also available on Council's website at www.strathbogie.vic.gov.au

4.1 Maintenance Demarcation/ Interface (Boundary) Agreements

When roads and road-related infrastructure crosses municipal boundaries, Council's work together to develop Boundary Road Agreements. These agreements outline the assets that each council will manage and maintain.

We have boundary roads with the following road authorities and are currently updating our boundary agreements with them:

- Benalla Rural City to the east
- Campaspe Shire to the north-west
- City of Greater Bendigo to the west
- City of Greater Shepparton to the north
- Mansfield Shire to the south-east
- Mitchell Shire to the south-west
- Murrindindi Shire to the south.

4.2 Roads not listed on the Register

The following roads are not listed on Council's Public Road Register:

- Roads which are the full responsibility of the state government, or a private enterprise
- Unformed roads for which Council have not accepted responsibility
- Roads drawn out on a plan of subdivision, until such time that Council accept responsibility for these roads
- Roads which Council have not determined are reasonably required for general public use.

4. Force Majeure

Council will make every endeavour to meet all aspects of its Road Management Plan.

However, in the event of natural disasters and other events including, but not limited to, fires, floods, droughts and the like, together with human factors, such as lack of Council staff or suitably qualified contractors, because of section 83 of the Victorian *Wrongs Act 1958*, as amended, Council reserves the right to suspend compliance with its Road Management Plan.

In the event that the CEO of the Council has to, pursuant to section 83 of the above Act, consider the limited financial resources of the Council and its other conflicting priorities, meaning Council's Road Management Plan cannot be met, they will write to Council's Officer in charge of its Road Management Plan and inform them that some, or all, of the timeframes and response times are to be suspended.

Once the events beyond the control of Council have abated, or if the events have partly abated, Council's CEO will write to Council's Officer responsible for Council's Road Management Plan and inform them which parts of Council's Road Management Plan are to be reactivated and the timeframes for each part of the Road Management Plan to be reactivated.

6. Technical References

- i. AS ISO 31000:2018 Risk Management Guidelines
- ii. Integrated Asset Management Guidelines for Road Networks (AP-R202) 2002, Austroads Inc.
- iii. International Infrastructure Management Manual (IIMM) 2015, IPWEA
- iv. VicRoads Risk Management Guidelines
- V. VicRoads Standard Specification Section 750 Routine Maintenance

Attachment 1: Road Hierarchy

Categories	Description*			
• Link	These roads act as links between population centres and are supplementary to the arterial road network. Key features typically include:			
	High truck (commercial vehicle) traffic volume			
	Access to major industries			
	 Minimum 2 clear traffic lanes (excluding parking) 			
	• Note: In our Asset Register this incorporates Categories L0, L1, L2, L3 and L4			
Collector	These carry moderate volumes of traffic and provide access, by linking local areas to link and arterial roads. They also provide links between the various collector roads. Key features typically include:			
	 Non-continuous connector (do not cross arterial roads) 			
	 Limited through traffic (not promoted, or encouraged) 			
	Cater for, but may restrain, service and heavy vehicles			
	 Minimum two clear traffic lanes (excluding parking) 			
	• Note: In our Asset Register this incorporates Categories C0, C1, C2, C3 and C4			
Access	These carry only local traffic. The primary function is to provide access to private properties. Key features typically include:			
	 Short distance travel to higher level roads 			
	 In the case of an unsealed access road providing access to a single property, the road will only be maintained to the closest boundary of that property. The balance will be maintained as a limited access track (see below) Note: In our Asset Register this incorporates Categories A0, A1, A2, A3, A4 and CP 			
 Limited Access Track 	These perform a very minimal function. They typically act as fire access, or as a secondary or seasonal access road to large rural / farming properties. Key features typically include			
	 Provides secondary access to properties 			
	Unsealed roads, often unformed or with minimal material			
	Note: In our Asset Register this incorporates Category FA			
	Due to the limited function and use of these roads, they are not subject to a proactive inspection regime or the same hazard intervention levels of other roads.			

* Categories follow the Infrastructure Design Manual for residential streets

Attachment 2: Pathway Hierarchy

Footpaths

Category	Area	Description*
Priority 1	High-use Areas	These are footpaths within the CBD of towns where public footpaths have been constructed. Also included in this category is any footpath in the vicinity of Hospitals, Churches, Schools, Aged Hostels, and strategic routes to areas of significance.
Priority 2	Moderate-use Areas	Primarily included in this category is any footpath specifically constructed as access to residential and other areas & have less use than Priority 1 footpaths.

Attachment 3: Inspection Requirements

Inspection Type	Purpose	Inspection and Reporting Requirements
Reactive – Request for Service (RFS)	Reactive inspections are designed to confirm the nature of defects/hazards reported by members of the public or Council employees and identify any that exceed the intervention levels specified in Attachment 5.	Performed by a Council/Contractor representative with knowledge of Description / Intervention Levels (Attachment 5) and road maintenance techniques who may then call in a higher level of expertise if necessary. All Reactive inspections are conducted on foot, with defects measured and photographed. The report is required to identify specific safety defect, time first reported, time inspected and by whom, subsequent action and time of completion.
Proactive Inspection	Inspection undertaken in accordance with a formal programmed inspection schedule to determine if the road asset complies with the levels of service as specified. A record of each asset is to be completed detailing the name of the inspector, the inspection date, and a description of any defects found that exceed the intervention levels specified in Attachment 5. In addition, details of the inspection will be electronically recorded against the particular asset inspected.	Proactive Inspections of roads are conducted via a slow moving vehicle, while Proactive Inspections of all other asset types are conducted on foot, with defects measured and photographed.
Night Inspections	Inspection undertaken in accordance with a formal programmed inspection schedule to assess the reflectivity of road signage, cat's eyes and roadside guideposts, and the visibility of line marking at night.	Conducted via a slow moving vehicle with standard driving lights (low beam), with visibility/legibility/reflectivity assessed by eye from distances specified respective of each asset defect type.

Attachment 4: Inspection Frequencies

Asset Group	Hierarchy Category	Reactive Inspection Timeframe WD = Working Days H = Hours	Proactive Inspection Frequency M = Months	Night Inspections Y = Years
Sealed Roads Unsealed Roads Regulatory, Warning and Hazard Signs	Link	5WD	3M	1Y
	Collector	5WD	4M	1Y
	Access	10WD	12M	n/a
	Limited Access Track	12WD	Reactive only	n/a
Pathways	Priority 1	5WD	6M	n/a
	Priority 2	10WD	12M	n/a
Concrete and Stone Kerb and Channel	Link	5WD	12M when either adjacent road or footpath is inspected	n/a
	Collector	5WD	12M when either adjacent road or footpath is inspected	n/a
	Access	10WD	12M when either adjacent road or footpath is inspected	n/a
Bridges (vehicular and pedestrian)	Defect & Level 1 Bridge Inspections	5WD	12M	n/a
Emergency Response – All Asset / Categories * Reported Incidents / Hazards that present an immediate and significant risk to members of the public. Temporary measures (e.g. installing		12H	n/a	n/a
barriers, signage, closing the road/pathway, etc.) will be implemented to reduce the risk to users of the road network until such time as appropriate repairs can be completed.				
* If a Proactive Inspection Frequency elapses on a Weekend or Public Holiday, the actual due date will be the next Working Day.

26

Attachment 5: Defect Intervention Levels and Repair Timeframes

NOTES:

* If a repair timeframe elapses on a Weekend or Public Holiday, the actual due date will be the next working day.

** In cases where a defect is not due to be repaired in less than 4 weeks, temporary measures, such as installing warning signage, erecting barriers, or painting the defect with a bright contrasting colour, may be implemented at the time of identification to reduce the risk as much as is reasonably practicable until permanent repairs can be completed in line with the specified Repair Timeframes.

Sealed Roads

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months				
		Link	Collector	Access	Limited Access Tracks	
Pothole	Potholes in sealed pavement >100 mm in depth and >300 mm in diameter Potholes located in dedicated/marked bicycle lanes >50 mm depth and >300 mm diameter.	2W	1M	3M	n/a	
Edge break	Edge break in the traffic lane greater than 20m in length and greater than 200mm across the lane	1M	3М	3М	n/a	
Edge / shoulder drop	Edge drop off in the traffic lane greater than 10m in length and greater than 100mm in depth	1M	2M	3М	n/a	

Depressions / deformations	Depression / deformations in the traffic lane of a sealed pavement >100 mm in depth under a 3m long straight edge	1M	2M	3М	n/a
Missing pit lids	Missing Council drainage pit lids	2WD	2WD	4WD	n/a
Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	1W	2W	4W	n/a
Roadside Vegetation – Overhead clearance	Vegetation intruding into the road envelope <5 m over the trafficable portion of all sealed roads	1M	3M	3M	n/a
Roadside Vegetation – Obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs	1M	ЗМ	6M	n/a

Unsealed Roads

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months				
		Link	Collector	Access	Limited Access Track	
Pothole	Potholes in unsealed pavement >100 mm in depth and >500 mm in diameter	n/a	1M	2M	4M	
Wheel ruts / scouring	Wheel ruts or scouring on an unsealed road >100 mm in depth	n/a	1M	2M	4M	
Corrugations	Continuous corrugations on an unsealed road greater than 150mm in length >75 mm in depth	n/a	1M	2M	4M	
Roadside Vegetation – Overhead clearance	Vegetation intruding into the road envelope <5 m over the trafficable portion of the road	n/a	6M	12M	12M	
Roadside Vegetation – Obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs.	n/a	3M	6M	6M	

Traffic Control Devices

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months			
		Link	Collector	Access	Limited Access Track
Missing / Damaged Signage	Regulatory, warning and hazard signs missing, illegible or damaged making them substantially ineffective.	1M	2M	3М	4M
Missing / Damaged Guard Rail or fencing	Guard rail/fence damaged or missing making them substantially ineffective (intervention may include temporary traffic control measures)	1M	3М	6M	n/a
Missing / Damaged Pavement markings	Pavement markings at critical locations (refer to definitions table for critical locations) which are missing or faded making them substantially ineffective.	1M	3М	4M	n/a

Pathways

Defect type	Description / Intervention Level	Repair timefram WD = Wor W = W M = M	king Days /eeks
		Priority 1 – High Use Areas	Priority 2 – Other areas
Vertical Displacement	Vertical Displacement >25 mm in height	2W	1M
Loose segmented pavers	Loose and unstable segmented pavers (i.e. bluestone, bricks, etc.) that move underfoot	2W	1M
Cracking	Cracking in pathways >40 mm wide	2W	1M
Undulations	Undulations (depressions / bumps) >75 mm in depth/height under a 1.5m straight edge	1M	6W
Dislodged / missing pieces / potholes	Dislodged or missing pieces or potholes >300 mm in length/width and >25 mm in depth	2W	1M
Missing pit lids	Missing Council drainage pit lids	2WD	2WD
Damaged pit lids	ged pit lids Damaged Council drainage pit lids (such that they are potentially structurally unsound)		1M
Vegetation overhead clearance			6M
Dislodged / missing tactile indicator	Damaged or missing	1M	2M

* Pram crossings / ramps providing transition between road and pathway levels are treated as part of the pathway for the purposes of the application of description / intervention levels.

Kerb and Channel

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months			
		Link	Collector	Access	Limited Access Track
Vertical Displacement	Vertical displacement – uplift section (measured by risk assessment against the defect presented)	2M	2M	6M	n/a
Horizontal Displacement	Horizontal displacement section (measured by risk assessment against the defect presented)	2M	2M	6M	n/a

Bridges and Culverts

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months			
		Link	Collector	Access	Limited Access Track
Bridge and culvert defects	Visible damage likely to pose an immediate and significant risk to members of the public	2W	4W	2M	3M

Strathbogie Shire Council Road Management Plan 2025-2029 Review

1 July 2025

Attachment 11.3.1.2 20250715 Draft Road Management Plan Review 2025 2029

Strathbogie SHIRE COUNCIL

Acknowledgement of Country

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

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

Document ID	
Last review	September 2021
Current review	July 2025
Adopted by Council	
Next review	2029
Responsible Officer	Director Sustainable Infrastructure

Doc ID#

Road Management Plan 2025-2029 Review

Introduction

Council has an established Road Management Plan (RMP) under the *Road Management Act* 2004. The RMP is a plan that details the inspection regime, defect intervention levels and defect repair response times for all nominated road related assets under Council management. Compliance with the current RMP limits Council's public liability to legal action from claims for damages for incidents with these assets. The RMP ensures that the community is informed about how Council manages its road assets. The RMP also enables the community to comment to Council about the level of service Council offers in terms of intervention associated with roads and road related assets.

The RMP was initially adopted by Council on 16 November 2004. It was subsequently reviewed and amended by Council on 20 September 2005, 15 May 2007, 19 June 2012, February 2014, April 2017 and September 2021. As outlined in Section 8 of the Road Management (General) Regulations 2016, an incoming Council must review the RMP within six months after each general election or by the next 30 June, whichever is later, unless the Minister administering that Act extends the period under section 125(4) of that Act.

The Municipal Association Victoria's (MAV) main role is to advocate for local government interests, provide policy and strategic advice and to support Councils. They also provide insurance services on behalf of Councils. One of the key areas of concern for the MAV and Councils is risk and liability and MAV provide support and advice in relation to the requirements, developments and management of the Road Management Plan.

In preparation for the review the MAV ran workshops and outlined to Councils that incidents and claims in relation to assets management through the Road Management Plan have risen by over 80% since 2018 and that resultant payout has risen by over 200%

The highest risk area and the areas that lead to the most claims are hazards that lead to trips and falls. Taking this into consideration the MAV conducted a review of the data captured form the 79 Victorian Councils in 2022. The areas that they focused on were:

- Proactive inspection frequencies
- Reactive inspection frequencies
- Footpath defect intervention levels
- Defect repair timeframes.

The review also identified concerns in relation discrepancies and lack of clarity across the Road Management Plan developed by each of the member Councils. Taking this into account the MAV developed two standard templates, one for rural Councils and one for metropolitan Councils.

The MAV recommended to all member Councils to consider changing their Road Management Plan to this new format as it provides consistency across Councils and closes some gaps in relation to management of risk and liability. We have heeded this advice and our proposed RMP has been based on the standard template for rural Councils.

Page | 3

Review Process

Officers commenced a review of the existing RMP plan in late 2024. The review group comprised: Oliver McNulty, Director Sustainable Infrastructure; Brian Doyle, Manager Operations; Gavin Williams, Operations Coordinator; Kate Thompson, Principal Property Officer; Brett Andrews, Services Inspector, Chris Bishop Assets Officers and Lyn Cooper, Asset Planning Administration Officer.

As a first step the current RMP was converted to the MAV standard template for rural councils. The plan was then examined by the review group keeping in mind the following:

- The RMP is a document available to the community and is a document that the Council can communicate to the community how the roads and road related infrastructure is managed
- To serve this audience well the RMP needs to be in simple language, include only necessary information and be unambiguous
- The RMP must be set up in a format to ensure that the officers who work with the document in inspecting and carrying out the identified tasks within the RMP are clear and measurable
- That this is a document that Council will refer to when framing the budget for works to road assets on an annual basis.

Over several meetings, members of the review group made comments on the draft RMP taking into the account the points above. These comments and an initial draft of an amended RMP was issued for further comment.

As part of this review process officers considered and referred to other items as part of the review process:

- The Road management Act 2004
- The Road management (General) Guidelines
- Vicroads papers and guidance documents relating to RMP's
- MAV papers and guidance documents relating to RMP's
- Papers outlining legal opinion in relation to the creation of RMP's
- Feedback from Councils insurers
- Plans and documents prepared by other similar rural Councils
- Council Policies.

At these meetings each section of the RMP was discussed in detail taking into account each of the items above.

Doc ID#

Review

Overview

Officers asked themselves the question what is the purpose of the RMP? This was discussed with reference to the documents listed above taking into context the experience of the group around the table.

In summary it was discussed that the RMP:

- Provides a mechanism through which Council can manage its legal liability
- Outlines when Council will undertake works on hazards either identified through inspection or via a community request
- Provides our community with a clear and transparent understanding of what Council will or will not do
- Annual budget is established based upon the inspection cycles and intervention levels outlined.

A key decision was made at this stage to clarify that the RMP was a document to manage hazardous defects within roads and road related infrastructure. It has been clarified which assets were included for inspection under the RMP. These are:

- Roads Sealed Surface
- Roads Pavement
- Gravel Roads
- Pathways
- Kerb and Channels
- Bridges and Major Culverts
- Signage (regulatory and warning)
- Roadside vegetation within the sightline zone at sealed road intersection

All other road and road related infrastructure which would not be considered as being high risk items are managed under operational processes.

A summary of the key changes made to the RMP are included at the end of this report.

Doc ID#

Road Hierarchy

Council's existing asset system categorises roads by functional classification and road class. The functional classification was either: link; collector; access; access – property only; or fire access. Road class was based on the number of vehicles per day and ranged from 0 (unformed), 1 (<50vpd) to 4 (>500 vpd). For example a Link road with 50-150vpd would be categorised as L2.

In the interests of simplicity and clarity, the review group determined that roads should be categorised as Link, Collector, Access or Limited Access Track.

Inspection Frequencies

A review of proactive inspection times was conducted by the review group. Taking into account the number of staff with sufficient expertise to conduct the inspections and the extent of the network, the following changes were recommended:

Asset Group	Hierarchy Category	Reactive Inspection Timeframe WD = Working Days H = Hours	Proactive Inspection Frequency M = Months	Night Inspect- ions Y = Years	Comment
Sealed Roads Unsealed Roads	Link	5WD	3M	1Y	
Regulatory, Warning and Hazard Signs	Collector	5WD	4M	1Y	Increased from three months
	Access	10WD	12M	n/a	Increased from three months
	Limited Access Track	12WD	Reactive only	n/a	Was twelve months
Pathways	Priority 1	5WD	6M	n/a	
	Priority 2	10WD	12M	n/a	
Concrete and Stone Kerb and Channel	Link	5WD	12M when either adjacent road or footpath is	n/a	New

Doc ID#

		inspected		
Collector	5WD	12M when either adjacent road or footpath is inspected	n/a	New
Access	10WD	12M when either adjacent road or footpath is inspected	n/a	New

Intervention Levels and Response Times

Key features of the plan are tables that set out:

- An inspection regime
- Types of road maintenance activities with respective "intervention level" and "response times" for the maintenance requirement.

The review considered the "reasonableness" of these standards by comparing these maintenance requirements to the plans of the other like Councils. This benchmarking found that there is considerable variation in some measures across those Councils and Strathbogie's measures were not in the extreme of the variation. This comparison did not conclude that Strathbogie's measure were "unreasonable"

The review also considered the measures Strathbogie has in place are reasonable given its capacity to resource the required work within the required response times. Also, the budget available for Council to undertake routine maintenance of its roads is consistent with the requirements of the plan.

Notwithstanding the above, the review has identified that a number of intervention levels and response times are recommended to be adjusted. A table of these recommended adjustments is provided below:

Doc ID#

Sealed Roads

Defect type	Description / Intervention Level		Repair timefr WD = W W = M =	Comment		
		Link	Collector	Access	Limited Access Tracks	
Pothole	Potholes in sealed pavement >100 mm in depth and >300 mm in diameter Potholes located in dedicated/marked bicycle lanes >50 mm depth and >300 mm diameter.	2W	1M	3M	n/a	Was 2W / 2W / 1M / 2M For all items Limited Access Tracks set to n/a as there are no sealed limited access tracks.
Edge break	Edge break in the traffic lane greater than 20m in length and greater than 200mm across the lane	1M	3M	3M	n/a	Was 2W / 2W / 1M/ 2M

Document name: Doc ID#

					1	1
Edge / shoulder drop	Edge drop off in the traffic lane greater than 10m in length and greater than 100mm in depth	1M	2M	3М	n/a	Was 2W / 2W / 1M/ 2M
Depressions / deformations	Depression / deformations in the traffic lane of a sealed pavement >100 mm in depth under a 3m long straight edge	1M	2M	3M	n/a	Was 2W / 2W / 1M/ 2M
Missing pit lids	Missing Council drainage pit lids	2WD	2WD	4WD	n/a	New
Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	1W	2W	4W	n/a	New
Roadside Vegetation – Overhead clearance	Vegetation intruding into the road envelope <5 m over the	1M	ЗМ	3M	n/a	Was 6M for link and 'as resources allow' for others

	trafficable portion of all sealed roads					
Roadside Vegetation – Obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs	1M	ЗМ	6M	n/a	new

Page | 10

Unsealed Roads

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months			-	Comment
		Link	Collector	Access	Limited Access Track	
Pothole	Potholes in unsealed pavement >100 mm in depth and >500 mm in diameter	n/a	1M	2M	4M	Previous intervention level description simplified and timeframes were 2M / 3M / 3M /6M For all items related to Link roads: there are no unsealed link roads so set to n/a
Wheel ruts / scouring	Wheel ruts or scouring on an unsealed road >100 mm in depth	n/a	1M	2M	4M	Was > 150mm Timeframes were 3M / 3M / 6M / 6M
Corrugations	Continuous corrugations on an unsealed road greater than 150mm in length >75 mm in depth	n/a	1M	2M	4M	Timeframes were 3M / 3M / 6M / 6M
Roadside Vegetation – Overhead clearance	Vegetation intruding into the road envelope <5 m over the trafficable portion of all	n/a	6M	12M	12M	Added

Doc ID#

	roads					
Roadside Vegetation – Obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs.	n/a	3М	6M	6M	new
Traffic Control Devices						

Traffic Control Devices

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months			-	Comments
		Link	Collector	Access	Limited Access Track	
Missing / Damaged Signage	Regulatory, warning and hazard signs missing, illegible or damaged making them substantially ineffective.	1M	2M	3М	4M	Was within 1 month if missing or substantially ineffective
Missing / Damaged Guard Rail or fencing	Guard rail/fence damaged or missing making them substantially ineffective (intervention may include temporary traffic control measures)	1M	ЗМ	6M	n/a	new

DamagedcriticalPavementdefinitmarkingslocaticmissin	ment markings at al locations (refer to itions table for critical ons) which are ng or faded making substantially ective.	3M	4M	n/a	Was Annual Program subject to funding
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Pathways

Doc ID#

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months		Comment
		Priority 1 – High Use Areas	Priority 2 – Other areas	
Vertical Displacement	Vertical Displacement <mark>>25</mark> mm in height	2W	1M	Was > 20mm abrupt step Was – refer to program
Loose segmented pavers	Loose and unstable segmented pavers (i.e. bluestone, bricks, etc.) that move underfoot	2W	1M	new
Cracking	Cracking in pathways >40 mm wide	2W	1M	new
Undulations	Undulations (depressions / bumps) >75 mm in depth/height under a 1.5m straight edge	1M	6W	new

Dislodged / missing pieces / potholes	Dislodged or missing pieces or potholes >300 mm in length/width and >25 mm in depth	2W	1M	new
Missing pit lids	Missing Council drainage pit lids	2WD	2WD	new
Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	1M	1M	new
Vegetation overhead clearance	Vegetation intruding into the pathway envelope <2.5 m over pathway surface	6M	6M	new
Dislodged / missing tactile indicator	Damaged or missing	1M	2M	new

* Pram crossings / ramps providing transition between road and pathway levels are treated as part of the pathway for the purposes of the application of description / intervention levels.

Page | 14

Kerb and Channel

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months			-	Comment
		Link	Collector	Access	Limited Access Track	
Vertical Displacement	Vertical displacement – uplift section (measured by risk assessment against the defect presented)	2M	2M	6M	n/a	New
Horizontal Displacement	Horizontal displacement section (measured by risk assessment against the defect presented)	2M	2M	6M	n/a	New

Page | 15

Bridges and Culverts

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months			-	Comment
		Link	Collector	Access	Limited Access Track	
Bridge & culvert defects	Visible damage likely to pose an immediate and significant risk to members of the public	2W	4₩	2M	3М	Was < 25% capacity Timeframes were 3M / 3M / 6M / 6M

Page | 16

Road Register

The road register accompanies the Road Management Plan. It contains a listing of roads that Council is responsible for. The review found that the register is not kept up to date on a regular basis. Recent efforts by Council to put increased emphasis on asset management should drive improved accuracy of asset data including the register of roads and systems to support maintenance of that data.

Community Submissions

The draft plan will be advertised in the government gazette, local newspapers and Council's web site indicating that submissions may be made to Council.

Supplementary Edition

Maps showing our footpath network has been included to make it clear which footpaths are covered by the RMP, e.g. footpaths in recreation reserves are not part of road related infrastructure and are not covered by the plan. The RMP also contains new images that clearly identify who is responsible for each asset within the road reserve, such as private driveways, footpaths etc.

Summary

The review found:

- The Road Management Plan is an appropriate document that responds well to the requirement of the *Road Management Act 2004*
- Audits demonstrate compliance with the current Plan
- Some amendments are recommended to update information and improve the clarity of the plan
- Some amendments are recommended to some intervention levels and response times for maintenance activities
- Improved reporting systems for performance against the plan are needed
- Improved accuracy and maintenance of the road register is needed.

Note: This report will be updated to incorporate any feedback from the community through the submission process.

Doc ID#

Strathbogie Shire Council Supplement: Footpaths covered by the Road Management Plan 2025-2029 1 July 2025

Strathbogie SHIRE COUNCIL

Road-related infrastructure: Footpaths

- 1. Avenel
- 2. Euroa
- 3. Longwood
- 4. Nagambie
- 5. Strathbogie
- 6. Violet Town







LONGWOOD



Attachment 11.3.1.3 Supplement to Road Management Plan 2025-2029 - footpath maps (1)





VIOLET TOWN



Road Management Plan FAQ's

What is the Road Management Plan?

The Road Management Plan outlines our responsibilities in managing and maintain roads across the municipality. It also describes the management system established by Council to carry out its duty under the *Road Management Act 2004* (Vic) to inspect, maintain and repair public roads and roads assets for which it is responsible.

What is covered by the RMP?

Sealed Roads, unsealed Roads, pathways and pedestrian related infrastructure, Kerb and channel, bridges and major culverts, traffic control devices and vegetation.

How often is the Road Management Plan reviewed?

The Road Management Act 2004 mandates that the Road Management Plan must be reviewed every four years in line with Council elections and the Council Plan. Council will complete internal reviews on an annual basis to determine if a more detailed review is required.

What are the changes from last Road Management Plan?

In summary, the internal review has proposed the following changes:

- Content and layout moved to the Municipal Association of Victoria (MAV) template
- Clarification around assets which we inspect
- Maps outlining which pathways are covered by the plan
- A review of inspection times and response times across all assets

A more detailed summary of all the changes can be found within the RMP.

Why are you making changes?

The Road Management Plan informs the community about the level of service provided in maintaining the road infrastructure assets Council manages. It provides an opportunity to update service standards based on current resources available for maintenance.

How can I provide my feedback?

Any person may make a submission on the proposed road management plan to Council.

Will there be any other opportunities to provide feedback?

No, this is the only opportunity.

What happens next?

After consultation we will present any feedback to Council for consideration. We will adjust the Road Management Plan accordingly and present it back to Council for endorsement in August 2025.

If I want to report a damaged road/ footpath/ drain/ sign, who do I contact?

Report a Council road maintenance issue or hazards by lodging an online request <u>https://www.strathbogie.vic.gov.au/council/contact-us/report-an-issue-and-make-a-request/</u> or contact us.

Report an issue about an arterial road issue or hazard on the VicRoads website at https://www.vicroads.vic.gov.au/traffic-and-road-use/report-a-road-issue

11.3.2 Capital Works Program 2025-26

AUTHOR Manager Asset Planning

RESPONSIBLE DIRECTOR Director Sustainable Infrastructure

EXECUTIVE SUMMARY

Each year Council invests a considerable portion of its resources, both financial and physical in asset renewal works. This investment focuses on renewal of Council existing asset base with some minor investment in new or upgrade of assets. This asset investment work is also known as Councils Capital Works Program. The objective of this report is to improve the efficiency, timeliness and completeness of delivery of Council's Capital Works Program.

The Capital Works Program comprises a schedule of projects within nine sub-programs. Renewal works within each sub-program are prioritised based on condition assessments and fitness to provide a safe and reliable service in accordance with Council's Asset Management Plan.

The attached Capital Works Program 2025-2026 contains list of projects within each subprogram scheduled for implementation in the 2025-2026 financial year.

RECOMMENDATION

That Council:

- 1. Approve the 2025-2026 Capital Works Program as set out in Attachment 1, Asset Investment, Capital Works Program, 2025-2026
- 2. Note that a Capital Works report will be brought to Council at the end of each quarter that will track progress of the program and to endorse any changes or variations within the program.

PURPOSE AND BACKGROUND

The objective of this report is to authorise officers to commence the delivery of the Capital Works Program 2025-2026 and to implement measures to support the successful delivery of the program.

The Capital Works Program comprises nine sub-programs. Each sub-program comprises a schedule of individual projects funded in the 2025-2026 financial year as set out in as detailed in Attachment 1.

Sub-Program	Renewal Component	New and Upgrade Component	Total
Roads – Re-Sheets	\$557,528	\$0	\$557,528
Roads – Reseal and Rehabilitation	\$5,990,393	\$0	\$5,990,393
Footpaths	\$141,100	\$145,750	\$286,850
Bridges and Major Culverts	\$1,680,291	\$0	\$1,680,291

TOTALS	\$10,763,851	\$2,818,956	\$13,582,807
Plant (Plant and Vehicles)	\$1,156,500	\$0	\$1,156,500
Open Spaces	\$695,000	\$589,106	\$1,284,106
Buildings	\$417,500	\$1,610,000	\$2,027,500
Stormwater	\$125,539	\$474,100	\$599,639

• **Note:** The allocation of \$721,283 for IT and Equipment has been excluded from the table above. This will be reported on through the quarterly budget report. The total Capital Spend including IT and Equipment is \$14,304,089

ISSUES, OPTIONS AND DISCUSSION

Friendlies Reserve Pavilion

There is an allowance, of \$1,450,000, within the Capital Works Program for the renewal and upgrade of the Friendlies Reserve Pavilion. This was to be jointly funded by Council and through Round 2 of the Victorian Government's Regional Community Sports Infrastructure Fund for the Friendlies Reserve Pavilion has been unsuccessful. Council allocated \$450,000 towards this project and had allowed for a grant allocation of \$1,000,000.

Council has been informed in early July 2025 that they were unsuccessful in this grant application. This project is included within the attached Capital Works Program but will be unable to fund the shortfall of \$1,000,000. The proposed reallocation of the \$450,000 of Council funding will be presented to Council through the quarter one Capital Works update report.

Major Projects

A number of projects have been identified as Major Projects. These are project that have a higher capital spend, are more complex to deliver or will have a more specific community interest. Major projects will be presented on through the Capital Works report and will have higher focus to consider the items listed above.

These Major Projects for 2025-2026 include:

- Chinamans Bridge
- TAC Road Safety Project
- Road Rehabilitation, Alexandersons Road

Future Programs

This report focuses on projects that it is proposed will be delivered in 2025-2026.

Council is currently completing a review of its asset management systems and processes. It is programmed to get updated condition asset data for roads, footpaths and bridges in 2025-2026. This will support the development of a detailed 10-year Capital Works Program that will align with the long-term financial plan.

Information Technology

This report does not include or track progress on Capital Works for Information Technology. This will be reported on through the quarterly budget reports.
COMMUNITY ENGAGEMENT

The Capital Works Program forms part of the budget documents that undergo community consultation during its preparation. Appropriate consultation in accordance with Council's Community Engagement policy regarding individual projects is undertaken as part of the implementation process.

POLICY CONSIDERATIONS

Council Plan

This report is consistent with the following key strategic focus areas and or actions in the 2025-2029 Council Plan:

Objective 3: Deliver

Strategies:

- Govern responsibly by managing finances, ensuring compliance, transparency and making informed decisions in the best interest of the whole municipal community, and
- Embed a continuous service optimisation framework across the organization.

Strategic Indicator:

• Deliver 80% or greater of the 2025-2026 Capital Works budget

Initiatives:

- 3.3 Develop and implement a continuous service optimisation framework
- 3.9 Govern responsibly by managing finances sustainably, access legislative compliance and managing strategic risks

Regional, State and National Plans, Policies and Legislation

This report is aligned with the following legislation, Council Policies and key strategic documents:

- 2025-2029 Council Plan
- Local Government Act 2020

RISK CONSIDERATIONS

This report has identified the following risk(s):

Risk(s)	Likelihood	Consequence	Rating	Mitigation Action
Bringing forward unauthorised projects	Unlikely	Moderate	Medium	CEO approval of contract. Quarterly reporting to Council
Approval of contracts in excess of delegation	Rare	Moderate	Low	Quarterly reporting to Council

LEGAL CONSIDERATIONS

Councils Capital works program will be delivered in line with relevant legislation such as;

- The Local Government Act 2020
- The Road Management Act 2004

CONFLICT OF INTEREST DECLARATION

No Council officers and/or contractors who have provided advice in relation to this report have declared a general or material conflict of interest regarding the matter under consideration.

TRANSPARENCY

In the interests of transparency and open and honest communication with our community this report is presented to a public Council meeting.

FINANCIAL VIABILITY CONSIDERATIONS

Adoption of the recommendations of this report will not detrimentally impact Council's financial viability. It will ensure effective use of resources allocated to delivery of the capital works program and improve Council's productivity.

SUSTAINABILITY CONSIDERATIONS

Economic

Adoption of the recommendations of this report will ensure effective use of community resources and improve Council's productivity for the community's benefit

Social

Capital works generally provide essential social infrastructure that will be delivered in a more timely manner for the benefit of the community

INNOVATION AND CONTINUOUS IMPROVEMENT

The recommendations of this report are intended to improve the Council's efficiency and are consistent with its continuous improvement ethos.

COLLABORATION

No formal collaboration was undertaken in the production of this report.

HUMAN RIGHTS CONSIDERATIONS

There are no implications for human rights arising from this report.

CONCLUSION

It is concluded that adoption of the recommendations in this report will support the ability to deliver Councils Capital Works Program, whilst focusing on future improvement opportunities.

ATTACHMENT 20250710 Asset Investment Capital Works Renewal Program 2025-26



Table of Contents

Page 3	<u>Glossary</u>			
Page 4	<u>Funding</u>			
Page 5	<u>Re-Sheets</u>			
Page 6	Re-Seals - Rehabilitation			
Page 7	<u>Pathways</u>			
Page 8	Bridges - Major Culverts			
Page 9	<u>Stormwater</u>			
Page 10	Buildings and Structures			
Page 11	Open Spaces			
Page 12	Plant and Equipment			

Glossary of Terms

Term	um Explanation
Renewal	 Substantially Like for Like replacement, with modern components as necessary, restoring an asset to its "as-new" condition to extend its service life and maintain its functionality
Upgrade	Enhance or improve an asset with improved modern equivalent components to increase its functionality, service levels and extend service life.
New	Complete replacement of asset with new modern asset providing increased functionality, extended useful life, and provide a higher level of service.
ReSheet	Reform road formation, introduce 100mm of new pavement material, compress and form.
Rehabilitation	Removal of existing road seal and road pavement. Reform road formation, introduce new pavement material, compress, form and re-seal.
Reseals	- Reapply a new coat of seal material, e.g. spray bitumen
Program	Capital works are delivered as a program. Should works be completed, works may be brought forward from below the line.
Major Project (MP)	A number of projects are identified as Major Projects. These are projects that due to - size, investment, complexity or community need, will be reported on separately for clarity.
Below the Line	- Works identified for year 2 that could be brought forward should priorities change.

11/07/2025 10:21 AM

Page 3 of 12

2025/26 Funding

The projected capital and recurrent expenditure associated with our infrastructure assets. \$'000

Column1	Column2	Column3
		2025/26
	<u>Recurrent</u>	
	Assets Services	\$770
	Transport	\$4,461
	Open Space	\$3,493
	Buildings	\$1,091
	Total Maintenance / Operations	\$9,815
	<u>Capital</u>	
	Renewal	
Renewal	Roads, Kerb and Channel	\$6,536
Renewal	Pathways	\$212
Renewal	Buildings	\$418
Renewal	Bridges	\$1,680
Renewal	Open Space/ Playgrounds / Facilities	\$695
Renewal	Drainage / Floodways	\$125
Renewal	Plant and Equipment	\$1,157
		\$10,822
	New	
New	Roads, Kerb and Channel	
New	Pathways	\$75
New	Buildings	\$160
New	Bridges	
New	Open Space/ Playgrounds / Facilities	
New	Drainage / Floodways	
New	Plant and Equipment	
		\$235
	Upgrade	
Upgrade	Roads, Kerb and Channel	
Upgrade	Pathways	
Upgrade	Buildings	\$1,450
Upgrade	Bridges	
Upgrade	Open Space/ Playgrounds / Facilities	\$589
Upgrade	Drainage / Floodways	\$474
Upgrade	Plant and Equipment (inc IT)	
		\$2,513
	Total Capital	\$13,570

11/07/2025 10:21 AM

Asset Investment: Gravel Roads Renewal Re-Sheeting Program \$15.75 per SQM Available Funding Per 10 Year Plan \$558 Renewals: New: Upgrade: Total: \$558 _ Materials Cost Only Planned 25/26 Township Renewals Upgrade Total New Sargoods Road from: Euroa-Mansfield Road to Church Lane Gooram \$197,899 \$197,899 Killeens Hill Road from: Church Lane Gooram \$151,673 \$151,673 Oak Valley Road from: James Road to Upton Road Longwood \$152,775 \$152,775 Old Euroa Road from: Mahers Road to Wilbrahams Road, \$62,685 \$62,685 Variance (\$7,504) (\$7,504) Total Funded \$557,528 Balance: 0.75

11/07/2025 10:21 AM

Page 5 of 12

Asset Investment: Roads Renewal - Reseal & Rehabilitation

Available Funding Per 10 Year Plan				
		Renewals:	\$5,978	3
		New:	\$0)
		Upgrade:	\$0)
		Total:	\$5,978	1
Planned 25/26 Planned 25/26	Township	Renewals Ne	w Upgrade	Total \$0
Plaineu 25/26				\$0 \$0
Betterment Funding through Disaster Recovery Funding Arrangements (DRFA) c/f	Rural	\$323,000		\$323,000
Harrys Creek culvert relining and upstream works deemed outside flood damage	Narai	\$323,000		\$0
Killeens Hill / Tarcombe culvert works required for compliance outside flood damage scope e.g gabion wall				φu
,				\$0
Road Safety Improvements / Special Charge Scheme		\$50,000		\$50,000
				\$0
TAC Road Safety Improvements (State funding)				\$0
- Investigation - MP		\$187,775		\$187,775
- Harrys Creek Road (22km) - MP	Rural	\$1,140,525		\$1,140,525
- Longwood Ruffy Road (20km) - MP	Rural	\$227,700		\$227,700
- Euroa Strathbogie Road (11km) - MP	Rural	\$411,000		\$411,000
				\$0
				\$0
R2R Funding (to be defined)		\$1,277,196		\$1,277,196
				\$0
Rehabilitation				\$0
Major Projects:				
Alexandersons Road from Avenel-Longwood Road - MP	Locksley	\$275,400		\$275,400
Alexandersons Road from Avenel-Longwood Road to Hume Freeway, - MP	Locksley	\$51,800		\$51,800
Alexandersons Road from Hume Freeway to McCrakens Road, - MP	Locksley	\$87,900		\$87,900
Euroa-Strathbogie Road from Mackrells Road to Spring Creek,	Strathbogie	\$261,600		\$261,600
Ruffy-Terip Road from Bridge to Ruffy-Terip Road	Ruffy	\$104,580		\$104,580
Ruffy-Terip Road	Ruffy	\$118,560		\$118,560
Ruffy-Terip Road to Longwood-Ruffy Road,	Ruffy	\$12,500		\$12,500
				\$0
Reseals				\$0
Reseal Preparation		\$159,000		\$159,000
				\$0
Avenel-Longwood Road from: Saggars Lane	Locksley	\$126,720		\$126,720
Balmattum Siding Road from: Balmattum North Road to Lomers Road,	Balmattum	\$120,660		\$120,660
Creek Junction Road from: Hobbs Lane to Ankers Road	Kithbrook Strathbogie	\$77,075		\$77,075
Euroa-Strathbogie Road to Armstrong	Strathbogie	\$85,800 \$80,040		\$85,800 \$80,040
Euroa-Strathbogie Road from: Sheans Creek Road to Faris Road	Strathbogie	\$33,800		\$80,040
Euroa-Strathbogie Road from: Creek Junction Road Feltrim Road to Dorset Hill Road	Earlston	\$8,410		\$35,800
Galls Gap Road from: Euroa-Mansfield Road to Brocks Road,	Gooram	\$52,810		\$52,810
Galls Gap Road from: Brocks Road to Brocks Road	Gooram	\$184,390		\$184,390
Galls Gap Road from: Fergusons Lane to Kippings Road	Gooram	\$105,142		\$105,142
Hill Street from: Down Street to Hurley Street	Longwood	\$12,307		\$12,307
Moglonemby Road from: Euroa-Shepparton Road to Todds Road	Moglonemby	\$97,668		\$97,668
Ruffy-Terip Road from: Bridge to Longwood-Ruffy Road	Ruffy	\$116,945		\$116,945
Spring Creek Road (Strathbogie) to Brookleigh Road	Strathbogie	\$83,590		\$83,590
Tames Road to Ankers Road	Strathbogie	\$24,225		\$24,225
Wahring-Euroa Road from: Goulburn Valley Hwy to Dargalong Road	Pranjip	\$92,275		\$92,275
Variance for inspections		, <u>.</u> ,.,.,		\$52,275
				\$0
		Total	Funded	\$5,990,393
			Balance:	\$12,030

11/07/2025 10:21 AM

Page 6 of 12

Asset Investment: Pathways

Available Funding P	er 10 Year Plan \$'	000			
		Renewals: New: Upgrade: T	otal:	\$212 \$75 \$0 \$287	
Planned 25/26	Township	Renewals	New	Upgrade	Total
Bury Street, Euroa (Kirkland Ave to Binney)	Euroa	\$48,500			\$48,500
High Street S/R S.East , opp Vickers Rd to Myola Cr, 82m	Nagambie	\$24,680			\$24,680
Mansfield Road (Anderson St to Kennedy St (to road))	Euroa	\$67,920			\$67,920
Vickers Rd, Nagambie (Blayney Lane to High St)	Nagambie		\$56 <i>,</i> 675		\$56,675
Scott Street, Euroa (Beaton St to Garrett St)	Euroa		\$40,500		\$40,500
High St, Nagambie (Vickers Rd to 215 High St)	Nagambie		\$48,575		\$48,575
					\$0
					\$0
		т	otal Fund	ed	\$286,850
				Balance:	(\$150)

11/07/2025 10:21 AM

Page 7 of 12

Asset Investment: Bridges & Major Culvert Renewal

Available Funding Per 10 Year Plan

		Renewals:		\$1,680	
		New:		\$0	
		Upgrade:		\$0	
			Total:	\$1,680	
Planned 25/26	Township	Renewals	New	Upgrade	Total
					\$0
CFSF - Chinamen's Bridge - Nagambie c/f - MP	Nagambie	\$1,312,777			\$1,312,777
					\$0
Bridges Condition Inspections	All	\$75,000			\$75,000
					\$0
Bridges & Major Culverts various locations		\$292,514			\$292,514
Pagets Road @ 2,900m from Robinson Road	Baddaginnie				\$0
Harris Road @ 880 from Burnells Rd	Upotipotpon				\$0
Delatite County Road @ 115m from Killeens Hill Road	Gooram				\$0
Harrys Creek Road @ 9,575m from Balmattum Road	Murraweeny				\$0
(Investigation & Design)					\$0
					\$0 \$0
					\$0
			Total Fun	ded	\$1,680,291
				Balance:	\$0

11/07/2025 10:21 AM

Page 8 of 12

Asset Investment: Stormwater / Drainage Available Fu

Asset investment. Stornwater / Dramage					
Available Funding Per 10 Year Plan					
		Renewals:		\$125	
		New:		\$0	
		Upgrade:		\$474	
		10	Total:	\$599	
			:		
Planned 25/26	Township	Renewals	New	Upgrade	Total
Vineyards Estate / Longwood Road and Valenties Road crossovers and drainage - Avenel	Avenel			\$120,000	\$120,000
Pit & Pipe Replacement Program/Drainage Program 25/26 (condition above 8)		\$125,539			\$125,539
(Based on current register replacement values)					
Pit & Pipe Replacement Program/Drainage Strategic Program					
Strathbogie Shire Storm water strategy 2024 c/f				\$174,100	\$174,100
Strategy Priorities (to be defined)				\$180,000	\$180,000
					\$0
			Total Fund	ed	\$599,639
				Balance:	\$539

11/07/2025 10:21 AM

Page 9 of 12

Asset Investment: Buildings and Structures

Asset investment. Dunuings and sti				
Ava	lable Funding Per 10 Year Pla	n		
		Renewals:	\$41	8
		New:	\$16	0
		Upgrade:	\$1,45	D
		Tota	ıl: \$2,02	8
				=
Planned 25/26	Area	Renewals	New Upgrade	Total
Euroa Caravan Park Capital Improvement	Euroa		\$160,000	\$160,000
	Luiou		Ş100,000	\$100,000
Buildings Essential Safety Work - Avenel	Avenel	\$59,389		\$59,389
Buildings Essential Safety Work - Euroa	Euroa	\$57,123		\$57,123
Buildings Essential Safety Work - Nagambie	Nagambie	\$71,192		\$71,192
Buildings Essential Safety Work - Violet Town	Violet Town	\$76,769		\$76,769
Buildings Essential Safety Work - Operational		(\$114,473)		(\$114,473)
				\$0
Croquet club septic upgrade	Euroa	\$25,000		\$25,000
Air Conditioning to Violet Town Community Hall	Violet Town	\$18,000		\$18,000
Misc		\$7,000		\$7,000
				\$0
Nagambie New Library work c/f	Nagambie	\$75,000		\$75,000
Truck Wash Recification (\$85k to \$200k)	Euroa	\$142,500		\$142,500
Euroa Friendlies Pavillion (Grant funding required)**	Euroa		\$1,450,000	\$1,450,000
		Tota	ll Funded	\$2,027,500
			Balance:	\$0.00

11/07/2025 10:21 AM

Page 10 of 12

Asset Investment: Open Space/ Playgrounds / Facilities

Available Funding Per 10 Year Plan

Available Funding	Per 10 Year Plan			
		Renewals:	\$69	95
		New:	ç	60
		Upgrade:	\$58	9
			Total: \$1,28	34
Planned 25/26	Township	Renewals	New Upgrade	Total
Swimming Pool Works				\$0
Violet Town Chlorinator system upgrade	Violet Town	\$90,000		\$90,000
Euroa Chlorination system upgrade	Euroa	\$180,000		\$180,000
Install automatic water valve and water meter on 3 Pools		\$15,000		\$15,000
Replace 10 Sand filtration tank Valves Euroa	Euroa	\$12,000		\$12,000
Nagambie 25-meter Pool blanket replacement	Nagambie	\$18,000		\$18,000
				\$0
Nagambie Splash Park	Nagambie		\$500,00	\$500,000
LED upgrade to Streetlights	All		\$50,00	0 \$50,000
(Mercury vapour lights converted to LED)				
Town Entry Sign Upgrades - Euroa	Euroa		\$39,10	6 \$39,106
				\$0
Euroa Lions Park Play Space (Open Space Strategy)	Euroa	\$220,000		\$220,000
				\$0
Euroa Strathbogie Shire Art Trail c/f	Euroa	\$50,000		\$50,000
(2 or 3 additional sculptures added to Seven Creek Park)				\$0
				\$0
Euroa Branding Project Stage 2 c/f	Euroa	\$50,000		\$50,000
				\$0
Sporting Fields & Courts - Grass Surface Works	All	\$60,000		\$60,000
				\$0
			Total Funded	\$1,284,106
			Balance:	\$0

Asset Investment: Plant and Equipment

Available Funding Per 10 Year Plan

Available Fullu	illig Fel 10 Teal Fla				
		Renewals:		\$1,157	
		New:		\$0	
		Upgrade:		\$0	
			Total:	\$1,157	
Planned 25/26	Location	Renewals	New	Upgrade	Total
Plant and Equipment Carry Forward		\$300,000			\$300,000
Plant and Equipment		\$676,500			\$676,500
Plant and Equipment (Additional request)		\$180,000			\$180,000
					\$0
			Total Fund	ded	\$1,156,500
				Balance:	\$0

11/07/2025 10:21 AM

Page 12 of 12

11.4 Corporate

11.4.1 S5 Delegation - Council to Chief Executive Officer

AUTHOR Governance Officer

RESPONSIBLE DIRECTOR Director People and Governance

EXECUTIVE SUMMARY

In the context of the *Local Government Act 2020* "S5" refers to an instrument of delegation from Council to the Chief Executive Officer. This delegation grants the CEO the authority to perform certain powers, duties, and functions that would otherwise be the responsibility of the Council.

The primary purpose of this delegation is to enable the Chief Executive Officer to manage the organization's day-to-day operations and make decisions on behalf of the Council within the scope of the delegated authority.

So as to improve efficiencies, especially in relation to capital works projects, it has been identified that the S5 Instrument of Delegation Council to Chief Executive Officer resolved in May 2025 should be revoked.

Council is asked to consider an increase to CEO delegation from \$220,000 to \$550,000 specifically for the following:

The delegate must not determine the issue, take the action or do the act or thing:

- 1. if the issue, action, act or thing is an issue, action, act or thing which involves:
 - 1.1 entering into a contract exceeding the value of \$550,000 for goods and services or \$550,000 for works
 - 1.2 making any expenditure that exceeds \$550,000 unless:
 - 1.3 it is expenditure made under a contract already entered into or is expenditure which Council is, by or under legislation, required to make in which case it must not exceed \$660,000
 - 1.4 it is expenditure which Council is, by or under legislation, required to make, in which case it must not exceed \$660,000
 - 1.5 it is expenditure related to the payment of Insurance Premiums or Workcover Premiums in which case it must not exceed \$660,000

RECOMMENDATION

That Council:

That Council in the exercise of the power conferred by S11(1)(b) of the *Local Government Act 2020*, Strathbogie Shire Council resolves that:

1. There be delegated to the person holding the position, or acting in or performing the duties, of Chief Executive Officer the powers, duties and functions set out in the attached Instrument of Delegation to the Chief

Executive Officer, subject to the conditions and limitations specified in that Instrument

- 2. The instrument comes into effect immediately upon the Common Seal of Council is affixed to the instrument
- 3. On the coming into force of the instrument, all previous delegations to the Chief Executive Officer are revoked
- 4. The duties and functions set out in the Instrument must be performed, and the powers set out in the Instrument must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt
- 5. That the impact of these changes to the attached Instrument of Delegation to the Chief Executive Officer be updated and reflected in all other related applications, Council Policies and Procedures, including the Procurement Policy.

PURPOSE AND BACKGROUND

The purpose of the report is to seek Council approval to adjust the S5 Delegation of Authority for the Chief Executive Officer to approve the increase in delegation, specifically:

The delegate must not determine the issue, take the action or do the act or thing:

- 1. if the issue, action, act or thing is an issue, action, act or thing which involves:
 - 1.1 entering into a contract exceeding the value of \$550,000 for goods and services or \$550,000 for works
 - 1.2 making any expenditure that exceeds \$550,000 unless:
 - 1.3 it is expenditure made under a contract already entered into or is expenditure which Council is, by or under legislation, required to make in which case it must not exceed \$660,000
 - 1.4 it is expenditure which Council is, by or under legislation, required to make, in which case it must not exceed \$660,000
 - 1.5 it is expenditure related to the payment of Insurance Premiums or Workcover Premiums in which case it must not exceed \$660,000

ISSUES, OPTIONS AND DISCUSSION

It is not uncommon that projects funded in each year's capital works program face delays due to external approvals or unforeseen issues arising during implementation resulting in allocated funding carrying over to successive financial years.

This is an inefficient use of scarce funds and reflects poorly on Council especially when there are other projects the community requires held in abeyance, pending an allocation from the following year's budget.

Council's current S5 Instrument of Delegation to the CEO to enter works contracts on behalf of Council is limited to \$220,000 except in exceptional circumstances in which case it is \$300,000.

This requires even minor contracts to be referred to Council for decision and is restrictive to the successful delivery of the program. This process can add up to six weeks of inaction to a project whilst a report is prepared, and additional administrative tasks are conducted in line with Council's meeting cycle so that a contractor can be appointed.

The existing delegation challenges Councils ability to deliver the Council operations in an efficient and timely manner. Currently any works contracts in excess of \$220,000 must be referred to Council for approval adding up to six weeks to the approval process and additional administrative procedures that may be avoided.

It is anticipated that efficiencies in time, resourcing and improved delivery outcomes will be achieved if the Chief Executive Officer can award contacts under delegation up to the value of \$550,000.

COMMUNITY ENGAGEMENT

No community engagement was required on this matter.

POLICY CONSIDERATIONS

Council Plan

This report is consistent with the following Objectives and or actions in the 2025-2029 Council Plan:

Objective Three: Deliver

We are committed to delivering quality services and infrastructure that meets the needs of our community. We aim to strengthen the Council's governance and provide improved, customer-focused experiences.

Regional, State and National Plans, Policies and Legislation

This report is aligned with the following legislation, council policies and key strategic documents:

- Local Government Act 2020
- S5 Instrument of Delegation to the Chief Executive Officer

RISK CONSIDERATIONS

This report has identified the following risk(s):

Risk(s)	Likelihood	Consequence	Rating	Mitigation Action
If the delegations are not current the enforceability of decisions and actions taken by the CEO may be compromised.	Possible	Moderate	Medium	Legal and reputational risk is minimised by maintaining the currency of delegations and reviewing them every six months or as required.

LEGAL CONSIDERATIONS

Updating the S5 Instrument of Delegation is to be undertaken within twelve months of a general election of Council under the *Local Government Act 2020*.

An existing S5 Instrument of Delegation is authorised by a resolution of Council and remains in force until Council resolves to vary or revoke it.

A copy of the instrument will be made available to the public in accordance with the *Local Government Act 2020* and regulations.

CONFLICT OF INTEREST DECLARATION

No Council officers and/or contractors who have provided advice in relation to this report have declared a general or material conflict of interest regarding the matter under consideration.

TRANSPARENCY

In the interests of transparency and open and honest communication with our community this report is presented to a public Council meeting.

FINANCIAL VIABILITY CONSIDERATIONS

The Chief Executive Officer has financial delegations subject to conditions and limitations. Any financial decisions made by the Chief Executive Officer under delegation are reported to Council on a monthly basis.

INNOVATION AND CONTINUOUS IMPROVEMENT

Regular review of all delegations and authorisations including the S5 ensures legislative currency and adherence to industry standards.

COLLABORATION

No formal collaboration was undertaken in the production of this report

HUMAN RIGHTS CONSIDERATIONS

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

CONCLUSION

The authorisation of the S5 Instrument of Delegation from Council to the Chief Executive Officer ensures the ongoing efficiency of Council operations and a clear legal framework through which day-to-day operating decisions are made.

ATTACHMENT

1. 202507 DRAFT S5 Instrument of Delegation Council to CEO (1)

S5 Instrument of Delegation to Chief Executive Officer



Strathbogie Shire Council

Instrument of Delegation

to

The Chief Executive Officer

S5 Instrument of Delegation to Chief Executive Officer

July 2025 Update

Instrument of Delegation

In exercise of the power conferred by s 11(1) of the *Local Government Act 2020* (**the Act**) and all other powers enabling it, the Strathbogie Shire Council (**Council**) delegates to the member of Council staff holding, acting in or performing the position of Chief Executive Officer, the powers, duties and functions set out in the Schedule to this Instrument of Delegation,

AND declares that

1. this Instrument of Delegation is authorised by a Resolution of Council passed on

15 July 2025.

- 2. the delegation
 - 2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation
 - 2.2 is subject to any conditions and limitations set out in the Schedule
 - 2.3 must be exercised in accordance with any guidelines or policies which Council from time to time adopt; and
 - 2.4 remains in force until Council resolves to vary or revoke it.

The Common Seal of the) Councillor
Strathbogie Shire Council) Councillor
was hereunto affixed) Chief Executive Officer

On 17 July 2025

S5. Instrument of Delegation to Chief Executive Officer

July 2025 Update

SCHEDULE

The power to:

- 1. determine any issue
- 2. take any action; or
- 3. do any act or thing.

arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act.

Conditions and Limitations

The delegate must not determine the issue, take the action or do the act or thing:

- 1. if the issue, action, act or thing is an issue, action, act or thing which involves
 - 1.1 entering into a contract exceeding the value of \$550,000 for goods and services or \$550,000 for works
 - 1.2 making any expenditure that exceeds \$550,000 unless:
 - 1.3 it is expenditure made under a contract already entered into or is expenditure which Council is, by or under legislation, required to make in which case it must not exceed \$660,000
 - 1.4 it is expenditure which Council is, by or under legislation, required to make, in which case it must not exceed \$660,000
 - 1.5 it is expenditure related to the payment of Insurance Premiums or Workcover Premiums in which case it must not exceed \$660,000
 - 1.6 it is a decision on the short-term investment of Council funds with Australian financial institutions, in which case it must not exceed \$3,000,000 and must be reported to the next Audit and Risk Committee
 - 1.7 appointing an Acting Chief Executive Officer for a period exceeding 28 days
 - 1.8 electing a Mayor or Deputy Mayor
 - 1.9 granting a reasonable request for leave under s 35 of the Act
 - 1.10 making any decision in relation to the employment, dismissal or removal of the Chief Executive Officer
 - 1.11 approving or amending the Council Plan
 - 1.12 adopting or amending any policy that Council is required to adopt under the Act
 - 1.13 adopting or amending the Governance Rules
 - 1.14 appointing the chair or the members to a delegated committee
 - 1.15 making, amending or revoking a local law
 - 1.16 approving the Budget or Revised Budget

S5. Instrument of Delegation to Chief Executive Officer

July 2025 Update page 2

- 1.17 approving the borrowing of money
- 1.18 subject to section 181H(1)(b) of the *Local Government Act 1989,* declaring general rates, municipal charges, service rates and charges and specified rates and charges
- 2. if the issue, action, act or thing is an issue, action, act or thing which is required by law to be done by Council resolution
- 3. if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council
- 4. if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - 4.1 policy; or
 - 4.2 strategy

adopted by Council.

- 5. if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of s 11(2)(a)-(n) (inclusive) of the Act or otherwise; or
- 6. the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.
- 7. Exceptional Circumstances Only *- where a delay due to timing of Council reports poses an unacceptable risk. A report to Council detailing expenditure is required at the next scheduled Council meeting.
 Note: *Where the CEO has determined that a contract must be entered into because of a declared emergency, disaster impacting life, property or to ensure business continuity.
- 8. All monetary values listed are inclusive of GST.

S5. Instrument of Delegation to Chief Executive Officer

July 2025 Update page 3

11.4.2 Audit and Risk Committee Biannual Report June 2025

RESPONSIBLE DIRECTOR Director of People and Governance

EXECUTIVE SUMMARY

In accordance with section 54(4a) of the *Local Government Act 2020*, the Audit and Risk Committee will undertake a biannual and annual assessment of its own performance against the Audit and Risk Committee Charter (Charter). This assessment is being reported in accordance with section 6.2 of the Charter.

The review includes meetings held during the year, attendance by Committee members, key matters considered by the Committee and an analysis of our performance against the Committee's Work Plan.

The Committees Biannual Performance report was endorsed by the Audit and Risk Committee at its meeting held on 6 June and the Strathbogie Shire Council Audit and Risk Committee Biannual Report January 2025 to June 2025 is attached.

RECOMMENDATION

That Council:

Receive and note the Strathbogie Shire Council Audit and Risk Committee Biannual Report 1 January 2025 to 30 June 2025.

PURPOSE AND BACKGROUND

The purpose of this report is for Council to receive and note the Audit and Risk Committee Biannual Report for the period 1 January 2025 to 30 June 2025.

ISSUES, OPTIONS AND DISCUSSION

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

The Committee prepares a biannual committee performance report that describes the activities of the Audit and Risk Committee and includes the Committee's findings and recommendations in accordance with section 54(5a) of the *Local Government Act 2020* (the Act), and clause 6 of the Audit and Risk Committee Charter (the Charter).

The Biannual Report covers the Audit and Risk Committee activities from 1 January 2025 to 30 June 2025. In the period, the Committee met three times and an outline of the discussion at each meeting is summarised in the report.

COMMUNITY ENGAGEMENT

No community engagement was required to produce this report.

Regional, State and National Plans, Policies and Legislation

This report aligns with the following legislation, council policies and key strategic documents:

- Local Government Act 2020
- Audit and Risk Committee Charter

RISK CONSIDERATIONS

This report has identified the following risk(s):

Risk(s)	Likelihood	Consequence	Rating	Mitigation Action
Not meeting the requirements of the <i>Local Government</i> <i>Act 2020</i> Division 8 – Audit and Risk Committee	Unlikely	Low	Low	Internal systems in place to support requirements for the <i>Local Government</i> <i>Act 2020</i> and the requirements of the Audit and Risk

LEGAL CONSIDERATIONS

In accordance with section 54(4a) of the *Local Government Act 2020*, the Audit and Risk Committee will undertake a biannual and annual assessment of its own performance against the Audit and Risk Committee Charter. This assessment is being reported in accordance with section 6.2 of the Charter.

CONFLICT OF INTEREST DECLARATION

No Council officers and/or contractors who have provided advice in relation to this report have declared a general or material conflict of interest regarding the matter under consideration.

TRANSPARENCY

This report will be presented to Council in a Council meeting, open to the public and live streamed to the public. This is consistent with Council's Transparency Policy, enabling the community to have oversight regarding the matters being discussed by Council and the decisions being made.

INNOVATION AND CONTINUOUS IMPROVEMENT

The Committee operates to advise the Council on how best to fulfil its responsibilities and facilitate decision making by providing a forum for improving communication between Councillors and senior management, finance, risk and compliance managers and internal and external auditors.

COLLABORATION

The Audit and Risk Committee actively collaborates with senior management and the internal and external auditors appointed to support Council's compliance obligations.

HUMAN RIGHTS CONSIDERATIONS

There are no significant human rights implications arising from this report.

CONCLUSION

This report recommends the receival and noting of the Strathbogie Shire Council Audit and Risk Committee Biannual Report from 1 January 2025 to 30 June 2025.

The Audit and Risk Committee has achieved the goals as set by its Strategic Work Plan for the period to date.

ATTACHMENT

1. 202506 Audit and Risk Committee BiAnnual Report June2025

Strathbogie Shire Council Audit and Risk Committee

Bi-Annual Committee Performance Report January 2025 to June 2025

Attachment 11.4.2.1 202506 Audit and Risk Committee BiAnnual Report June2025

Strathbogie SHIRE COUNCIL

1. Purpose of this Report

The Audit and Risk Committee is an Advisory Committee of Council established to provide guidance around strengthening Council's governance and risk management frameworks, monitoring the organisation's financial management and to help drive continuous improvement.

Section 54(5)(a) of the Local Government Act 2020 requires that:

"An Audit and Risk Committee must prepare a biannual audit and risk report that describes the activities of the Audit and Risk Committee and includes its findings and recommendations".

This report will be provided to the Chief Executive Officer for reporting to Council twice a year in July and January.

This year the Audit and Risk Committee is comprised of four independent community members with a strong and broad background in private enterprise, boards and local government. The Committee is supported by our internal auditors RSD Audit and by the Victorian Auditor General's Office appointed auditors Crowe Australasia.

2. Period of this Report

This report covers Audit and Risk Committee activity from 1 January 2025 to 30 May 2025. In the period the Committee met three times.

Meeting Date	Purpose of Meeting
28 February 2025	Ordinary Meeting
17 April 2025	Meeting to consider the Draft 2025-26 Budget, Draft 2025-26 Fees and Draft Charges and Financial Plan 2025-35
6 June 2025	Ordinary Meeting

Table 1: Meetings January 2025 to June 2025

3. Membership and Attendance

Membership of the Audit and Risk Committee comprises four independent community representatives, one of whom is chair, and two Councillor representatives.

Membership for the period 1 January 2025 to 30 June 2025 is listed below, along with meeting attendance.

Table 2: Attendance at meetings by the Committee members

Committee Member	28 February 2024	17 April 2024	6 June 2024
Paul Ayton	Yes	Yes	TBC
Alister Purbrick AM	Yes	Yes	TBC
Sophie Lukeis	No	Yes	TBC
John Tanner AM	Yes	Yes	TBC
Mayor Councillor Claire-Ewart Kennedy	Yes	Yes	TBC
Councillor Clark Holloway	Yes	Yes	TBC

2

At the meeting held on 28 February 2025 the Audit and Risk Committee endorsed the following meeting schedule for 1 July 2025 to 30 June 2026.

11 April 2025 9 (amended to 17 April 2025)	Review 2025-26 Draft Budgets and key strategic documents
6 June 2025	Ordinary meeting
4 July 2025	Strategic planning/workshop/open discussion
5 September 2025	Ordinary Meeting
28 November 2025	Ordinary Meeting
6 March 2026	Ordinary Meeting
5 June 2026	Ordinary Meeting

4. Term of Independent Community Members

Independent Community Member	Term Commence	Term End	Recruitment Process Commences
Alister Purbrick AM	1 December 2022	1 December 2025	August 2025
Sophie Lukeis	4 December 2023	4 December 2026	October 2026
Paul Ayton	1 June 2024	1 June 2027	February 2027
John Tanner AM	6 September 2024	5 September 2027	March 2027

5. Chief Executive Officer Recruitment

At the Council meeting held on 21 January 2025, the public was advised that Council was commencing the recruitment process for a permanent Chief Executive Officer, following a period of stewardship of an interim Chief Executive Officer.

Advertising commenced in January 2025 with the support of an external recruitment agency.

At an Extraordinary Council meeting held on 25 March 2025 Council confirmed the appointment of the permanent Chief Executive Officer Rachelle Quattrocchi, following a rigorous recruitment process.

6. Key Activities for the Reporting Period

There are twenty key action groupings listed in the Committee's current Workplan as per the Act.

The status of the Workplan at the time of writing this review forms Attachment 1. The commentary and status of actions shows the progression towards completion for the year.

More specifically, other key matters considered and/or discussed during the reporting period by the Committee are outlined below.

28 February 2025	
Item	Discussion
2024-25 Mid-year Budget Review	A mid-year budget review for the 2024-25 financial year was undertaken as a means of tracking where the delivery of the operating budget and capital works program is at, and also to better inform the development of the 2025-26 budget and revision of Council's 2025-26 to 2034-35 Long Term Financial Plan. The Audit and Risk Committee noted the following:
	 Budget "creep" should be factored in when budget forecasts and estimates are being considered There has been higher than expected non-recoverable costs associated with flood recovery – noting that escalating costs are a challenge facing most Councils and require more robust financial forecasting Understanding how Council's "Operating" Business Model works, and
2025-26 Draft Budget and	the management of cash flow The Audit and Risk Committee reviewed the following key strategic documents:
Introduction of Strategic Documents	 Community Vision 2035 Council Plan 2025-29 (including Municipal Health and Wellbeing Plan) 2025-26 Budget Document – Operating and Capital budget and fees and charges Revenue and Rating Plan Financial Plan 2025-35
Business Continuity Management Policy	 Asset Plan 2025-35 In accordance with a recommendation from the Internal Auditors and as follow up from the business continuity training and testing conducted by Jardine Lloyd Thompson (JLT) in June 2024, a draft Business Continuity Management Policy was developed. The policy will support and underpin the new Business Continuity Plan (BCP), which is being developed. The Business Continuity Policy was endorsed by Council in March 2025.
Chief Executive Officer Recruitment	At the Council meeting held on 21 January 2025, the public was advised that Council was about to commence the recruitment process for a permanent Chief Executive Officer. Advertising commenced in January 2025 with the support of an external recruitment agency. The Chief Executive Officer, Rachelle Quattrocchi commenced on 6 May 2025.
Rate Capping	The Minister for Local Government, the Hon Nick Staikos MP, announced that the average rate cap for the 2025-26 financial year will be set at 3.00 per cent. This will apply to all Victorian councils.
	The Minister set the average rate cap under section 185D(1) of the <i>Local Government Act 1989</i> (the Act) and the general order establishing the rate cap for 2024-25 was published in the Government Gazette on 23 December 2024.
2025-26 Meeting Dates	The Audit and Risk Committee endorsed the meeting schedule listed above.
Policies	Part of the most recent reforms to the <i>Local Government Act 2020</i> and the Local Government (Governance and Integrity) Regulations 2020, require councils to develop and implement changes relating to specified policies and procedures, specifically:
	 Model Confidentiality Policy Model Councillor Social Media Policy Internal Resolution Procedure
	Council adopted these policies in March 2025.

Standing Agenda Items	 The Audit and Risk considered the following standing agenda items at each of their quarterly meetings: Internal and External Audits Outstanding Internal Audit Actions Policy Review Risk Management Audit and Risk Committee 2024-25 Work Plan Councillor Expenses and Reimbursements CEO Purchasing Card and Reimbursements Fraud and Corruption Management Investments and Borrowings Human Resources Update
17 April 2025	
Item	Discussion
Draft 2025-26 Strathbogie Shire Council Budget, Fees and Charges and Revenue and Rating Plan	In accordance with the requirements of sections 93 and 94 of the <i>Local</i> <i>Government Act 2020</i> the Audit and Risk Committee received the: • Draft Annual Budget 2025-26 • Draft Fees And Charges 2025-26 • Draft Revenue And Rating Plan 2025-26 • Draft Financial Plan 2023-35 The draft budget and fees and charges have been developed in accordance with the <i>Local Government Act 2020</i> financial management principles in accordance with section 96(1)(a).
Interim Chief Executive Officer Handover	The Audit and Risk Committee received a briefing and handover from the Interim Chief Executive Officer prior to the incoming Chief Executive Officer commencing on 5 May 2025
6 June 2025	
June 2025: Chief Executiv Audit and Risk Recruitment of Position Pape VAGO Results Letter to the M Local Governm Reducing Clin	re listed on the agenda for discussion by the Audit and Risk Committee on 6 /e Officer Recruitment < Committee Biannual Report June 2025 f Independent Community Member to Audit and Risk Committee r on Asset Valuation s of the 2023-24 Audits:Local Government finister for Local Government – Governance Expectations ment Election Report nate Risk in the Regions – Disaster Ready Fund Round Three 2025-26 Documents Update

• Standing Agenda Items as Listed Above

7. External Audit

During the reporting period our External Auditor Crowe (Australasia) Pty Ltd commenced audits relating to the 2024-25 Financial Statements and Performance Statements for presentation to, and approval by the Council in September 2025.

The External Auditors have been onsite during May 2025, and the Audit and Risk Committee will receive an interim Management Letter at the meeting to be held on 6 June 2025.

The External Auditor attends each of the ordinary Audit and Risk Committee meetings.

8. Internal Audit

In the period since the last report the Internal Auditors RSD Audit have completed or commenced a number of audits in line with the 2024-26 Strategic Internal Audit Program.

Audits completed:

- Cyber Security
- Occupational Health and Safety
- Payroll Procedures

All recommendations from the final audit reports are entered into an action plan (Outstanding Items Internal Audit Program) which is a standing agenda item on the Audit and Risk Committee Agenda and is reviewed quarterly.

The Internal Auditor attends each of the ordinary Audit and Risk Committee meetings, and holds a confidential session with the Committee Members prior to each meeting.

9. Risk Management

Management reported on the progress of Council's risk management strategies including:

- Updates to the Risk Management Policy
- Updates to the Risk Management Framework

The organisation higher level strategic risks are noted below:

Risk 1	Financial Sustainability - financial impact risks to Council
Risk 2	Health and Safety - failure to provide a healthy and safe workplace
Risk 3	Governance, Compliance Reputation and Relationships - failure to transparently govern and embrace good governance
Risk 4	Environmental Impact - significant and more sustained weather events impacting infrastructure and daily life
Risk 5	Information Technology Systems - interruption to business and cyber security

Audit Committee Work Plan – Summary Of Actions/Updates To June 2025			
Action	Comment	Status	
Monitor the compliance of Council policies a regulations and any ministerial directions (s	and procedures with the overarching governance principles and the <i>Local Government Act</i> 20 section 54(2a))	20 and the	
Monitor Council processes for compliance of Council policies and procedures. Assess the Council's policy framework and procedures to ensure the embedding of the governance principles.	In the reporting period 1 January 2025 to 30 June 2025, the following policies were adopted by Council: Public Transparency Policy Public Interest Disclosure Policy Municipal Building Control Intervention Policy Internal Resolution Procedure Compliance and Enforcement Policy Business Continuity Management Policy Councillor Social Media Policy Councillor Confidentiality Policy Volunteer Policy The Delegations and Authorisations are reviewed in January and July each year and the following were endorsed by Council in the reporting period: The Governance Rules were adopted in August 2024. Model Governance Rules are under development. Policies are a standing agenda item on the Audit and Risk Committee Agenda and are reviewed quarterly.	Complete	
Monitor compliance with relevant laws and ı	regulations		
Monitor Council's processes regarding compliance with legislation and regulations	Standing internal and external audits and reports to Audit and Risk Committee provide quarterly oversight of compliance. Legislative updates are a standing agenda item on the ELT/Management Group monthly meetings. A legislation and strategy annual calendar has been developed	Complete	

Review the CEO Employment and	The CEO Employment and Remunerations Policy was adopted by Council in November 2023.	
Remuneration Policy Employment Matters Policy annually as per section 45 of the Act.	Following from the appointment of a permanent Chief Executive Officer in May 2025, the CEO Remuneration Advisory Committee are in the process of reviewing the CEO Employment and Remunerations Policy, which is expected to be completed by September 2025.	Underway
	The Independent Chair of the CEO Remuneration Advisory Committee has prepared a report for the Audit and Risk Committee to receive on 6 June 2025 relating to the Chief Executive Officer Recruitment.	
Oversee internal audit function (section 54(2	2d))	
Review the Internal Audit Committee Charter regularly to determine that it provides an appropriate functional and organisational framework to enable Council's internal audit function to operate effectively and without limitations.	Audit and Risk Committee Charter was endorsed by the Audit and Risk Committee in November 2024 and adopted by Council on 10 December 2024. The current Charter is available on Council's website under the Audit and Risk Committee Tab.	Within Timeframe
Recommend to Council the appropriate method for the provision of the internal audit function including the evaluation criteria and the appointment of the contractor Monitor the performance and ongoing effectiveness of the contractor, which can include making a recommendation to Council to terminate the contractor should performance not meet the standards set out in the contract. Review the reporting on completed internal audits, seeking clarification through critical analysis to assure the Committee that management is responding adequately to the findings and key risks are mitigated	In the period since the last report the Internal Auditors RSD Audit have completed or commenced a number of audits in line with the 2024-26 Strategic Internal Audit Program. Cyber Security Occupational Health and Safety Payroll Procedures. The following are listed as standing agenda items at Audit and Risk Committee meetings and are reviewed quarterly: Internal Audit Program Reports Outstanding Internal Audit Items Audit Committee Work Plan Strategic Risk Register Policy Updates. 	Complete

Monitor the progress of the strategic annual internal audit plan and work program and consider the implications of internal audit findings for the control and operating environment.	Internal Auditors conduct periodic testing of whether audit actions reported as completed have been effectively implemented. Internal Auditors and the Audit and Risk Committee have a closed session prior to the commencement of each Audit and Risk Committee meeting.	
Monitor the implementation of internal audit's findings and recommendations.		
Monitor compliance with relevant laws and	regulations	
Assess the Council's procurement framework with a focus on the probity and transparency of policies and procedures/processes Monitor the implementation of financial management policies, including they are aligned with the achievement of the Act's financial management principles.	 Procurement Policy – adopted by Council June 2024 Fraud and Corruption Policy – adopted by Council October 2023 Gifts, Benefits and Hospitality Policy – adopted by Council October 2023 CEO Employment and Remuneration Policy – adopted by Council November 2023 Councillor Expenses Policy – adopted by Council December 2024 Asset Management Policy – adopted by Council December 2023 Rates Payment and Collection Policy – adopted by Council July 2024 Rates Budgeting and Notice Issuing Policy – adopted by Council October 2023 Information Security Policy - adopted by Council October 2023 Investment and Cash Management Policy - adopted by Council November 2023 Audit and Risk Committee Charter – adopted by Council November 2024 	Complete
Monitor work by the council to mitigate and plan for climate change risk.	Council has declared Climate Emergency, and the 2022-27 Climate Change Action Plan was adopted by Council on 16 August 2022. In accordance with section 54(2) of the <i>Local Government Act 2020</i> the Audit and Risk Committee reviewed the progress of the 2024 Climate Change Action Plan actions in November 2024.	Complete
Review issues relating to national competition policy and Local Government Performance Reporting Framework (LGPRF)	The Local Government Performance Reporting Framework (LGPRF) reporting documents will be released in June 2025. Final reporting will be received by the Audit and Risk Committee in September 2025.	Underway/ Within Timeframe
Monitor Council financial and performance	reporting (section 54(2b))	
Review management's processes for ensuring and monitoring compliance with legislation and other requirements on the	External audit underway by Crowe (Australasia) including Financial Statements, Performance Statement and Governance and Management Checklists.	Underway/

reporting under the Act, and other relevant legislation.Lice procedure and performance statements are due for reporting to the Audit and Risk Committee in September 2025 in line with Local Government Framework Performance Reporting requirements.Assess any changes to Council's accounting policies and procedures and the methods of applying them, with the input of management, external and internal auditors, ensuring that they are in accordance with the stated financial reporting frameworkPolicies and procedure have been reviewed at external and internal audits. Accounting/Financial Policies to be updated and reviewed at Audit and Risk Meeting in October 2025 (or as required).UReview the appropriateness of accounting policies and disclosures to present a true and fair viewExternal Audits are underway. The external auditors have been onsite in May 2025 and a draft interim Management Letter will be received by the Audit and Risk Committee on 6 June 2025. TUReview the financial reporting provided to Council and monitor the financial performance and sustainability of CouncilIn April 2025, the Audit and Risk Committee reviewed the 2025-26 Draft Budget and 2025-26 Draft Fees and Charges. It was agreed that the 2025-26 Draft Budget and 2024-25 Draft Fees and Charges were sound UU	Within Timeframe Underway/ Within Timeframe
policies and procedures and the methods of applying them, with the input of management, external and internal auditors, ensuring that they are in accordance with the stated financial reporting frameworkAccounting/Financial Policies to be updated and reviewed at Audit and Risk Meeting in October 2025 (or as required).U TReview the appropriateness of accounting policies and disclosures to present a true and fair viewExternal Audits are underway. The external auditors have been onsite in May 2025 and a draft interim Management Letter will be received by the Audit and Risk Committee on 6 June 2025.U TReview the financial reporting provided to Council and monitor the financial performance and sustainability of CouncilIn April 2025, the Audit and Risk Committee reviewed the 2025-26 Draft Budget and 2025-26 Draft 	Within
policies and disclosures to present a true and fair view interim Management Letter will be received by the Audit and Risk Committee on 6 June 2025. T Review the financial reporting provided to Council and monitor the financial performance and sustainability of Council In April 2025, the Audit and Risk Committee reviewed the 2025-26 Draft Budget and 2025-26 Draft Fees and Charges In April 2025, the Audit and Risk Committee reviewed the 2025-26 Draft Budget and 2025-26 Draft Fees and Charges It was agreed that the 2025-26 Draft Budget and 2024-25 Draft Fees and Charges were sound financial budgets. It was agreed that the 2025-26 Draft Budget and 2024-25 Draft Fees and Charges were sound It was agreed that the 2025-26 Draft Budget and 2024-25 Draft Fees and Charges were sound	
Council and monitor the financial performance and sustainability of Council Fees and Charges It was agreed that the 2025-26 Draft Budget and 2024-25 Draft Fees and Charges were sound financial budgets. U	Underway/ Within Timeframe
financial budgets.	
	Underway/ Within Timeframe
Risk Committee in September 2025.	linenune
and potential material audit adjustments,	Underway/ Within Timeframe
Recommend to the Council whether the financial report including the performance statement section of the Annual Report should be approved based on the Committee's assessment of them. The final audited 2024-25 financial and performance statements will be received by the Audit and Risk Committee in September 2025. The final audited 2024-25 financial and performance statements will be received by the Audit and Risk Committee in September 2025.	

ATTACHMENT 1

Monitor and provide advice on risk management and fraud prevention systems and controls (section 54(2c))			
Monitor the implementation of the Risk Management Strategy and progress in managing risk identified on the Risk Register priorities. The progress against these documents will be reported to the Committee at each meeting.	Report on Strategic Risks scheduled as a standing item at quarterly Audit and Risk Committee meetings. Strategic Risk Register scheduled as a standing item at monthly Executive Leadership Team meetings.	Underway/ Within Timeframe	
Review and recommend enhancements to Council's policy for the oversight and management of business risks.	The Risk Management Policy was adopted by Council in June 2024. The Business Management Continuity Policy was adopted by Council in April 2025. The Business Continuity Plan is under review by the Executive Leadership Team and will be presented for endorsement in July 2025.	Underway/ Within Timeframe	
 Receive regular risk reports, which: provide an overview of management of each strategic risk by strategic risk owners identify key risks, the status, and the effectiveness of the risk management systems to ensure that identified risks are monitored and new risks are identified, mitigated, and reported. 	Report on Strategic Risks scheduled as a standing item at quarterly Audit and Risk Committee meetings. Risk register and framework is scheduled as a quarterly standing item on Executive Leadership Team meetings for officers to review existing strategy and risks and assess emerging risks.	Underway/ Within Timeframe	
Review whether the Council has a current and active business continuity plan and disaster recovery plan which is tested periodically as determined by the plan.	An existing Business Continuity Plan (BCP) and Disaster Recovery Plan developed in 2020 is in place. The Business Management Continuity Policy was adopted by Council in April 2025. The Business Continuity Plan is under review by the Executive Leadership Team and will be presented for endorsement in July 2025.	Underway/ Within Timeframe	
Oversee external audit function (section 54(2d))			
Seek information from the external auditor to outline the external audit plan including proposed audit strategies and how they might relate to identified risk areas, discuss audit results, and consider the implications of the	Crowe (Australasia) have commenced the 2024-25 financial and performance reporting audits, and the following reports will be presented to the Audit and Risk Committee in September 2025 for endorsement: • 2024-25 Annual Financial Reports	Underway/ Within Timeframe	

11
ATTACHMENT 1

external audit findings for the control environment. Ask the external auditor if there have been any significant resolved or unresolved disagreements with management. Sight all representation letters signed by management and consider the completeness and appropriateness of the information provided	 2024-25 Performance Statement and Governance Management Checklist Final Management Letter External Auditors Closing Report to Audit Committee The External Auditor attends the Audit and Risk Committee Meetings quarterly and has the opportunity to raise any significant resolved or unresolved disagreement with the Audit and Risk Committee. 	
Monitor internal controls		
Review the effectiveness of the Council's internal control system with management and the internal and external auditors.	Ongoing program of internal and external audits monitors effectiveness of internal controls. The internal and external auditors attends the Audit and Risk Committee Meetings quarterly.	
	Confidential briefings with the Internal Auditors are scheduled prior to the commencement of all Audit and Risk Committee meetings.	Complete

11.4.3 Confirmation of Audit and Risk Committee Meeting Minutes 17 April 2025

AUTHOR Governance Officer

RESPONSIBLE DIRECTOR Director People and Governance

EXECUTIVE SUMMARY

This report presents the confirmed minutes of the Audit and Risk Committee meeting held on 17 April 2025 and endorsed by the Audit and Risk Committee at its meeting held 6 June 2025.

The items considered by the Audit and Risk Committee at its meeting on 17 April 2025 were:

- Draft 2025-26 Strathbogie Shire Council Budget
- Draft 2025-26 Fees and Charges
- Draft 2025-26 Revenue and Rating Plan
- Draft 2025-35 Financial Plan
- Confidential handover from Interim Chief Executive Officer following the appointment of the permanent Chief Executive Officer.

RECOMMENDATION

That Council:

Note the confirmed minutes of the Strathbogie Shire Council Audit and Risk Committee Meeting held on 17 April 2025.

PURPOSE AND BACKGROUND

To note the minutes of the Audit and Risk Committee meeting held on 17 April 2025.

ISSUES, OPTIONS AND DISCUSSION

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

The Audit and Risk Committee is established to achieve the overarching governance principles of the *Local Government Act 2020* with particular focus on strengthening Council's governance and risk management frameworks, monitoring the organisation's financial management and to help drive continuous improvement.

Regional, State and National Plans, Policies and Legislation

This report is aligned with the following legislation, council policies and key strategic documents:

- Local Government Act 2020
- Audit and Risk Committee Charter

RISK CONSIDERATIONS

This report has identified the following risk(s):

Risk(s)	Likelihood	Consequence	Rating	Mitigation Action
Failure to meet the requirements of <i>the</i> <i>Local Government</i> <i>Act 2020</i> Division 8 – Audit and Risk Committee	Unlikely	Low	Medium	Internal systems in place to support requirements for the <i>Local Government Act</i> 2020 and the requirements of the Audit and Risk Committee

LEGAL CONSIDERATIONS

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

CONFLICT OF INTEREST DECLARATION

No Council officers and/or contractors who have provided advice in relation to this report have declared a general or material conflict of interest regarding the matter under consideration.

TRANSPARENCY

This report will be presented to Council in a Council meeting, open to the public and live streamed to the public. This is consistent with Council's Transparency Policy, enabling the community to have oversight regarding the matters being discussed by Council and the decisions being made.

INNOVATION AND CONTINUOUS IMPROVEMENT

The Audit and Risk Committee operates to advise the Council on how best to fulfil its responsibilities and facilitate decision making by providing a forum for improving communication between Councillors and senior management, finance, risk and compliance managers and internal and external auditors.

HUMAN RIGHTS CONSIDERATIONS

There are no significant human rights implications arising from this report.

CONCLUSION

This report recommends the receival and noting of the confirmed minutes of the Strathbogie Shire Council Audit and Risk Committee meeting held on 17 April 2025.

ATTACHMENT

1. 20250417 Minutes Audit and Risk Committee Meeting 17 April 2025

Strathbogie Shire Council Audit and Risk Committee Meeting Minutes

Extraordinary Meeting

Friday 17 April 2025

9:30 am Euroa Community Conference Centre



Strathbogie Shire Council Minutes/Decisions for Audit and Risk Committee Meeting – 17 April 2025

An extraordinary meeting of the Audit and Risk Committee was held on 17 April 2025 at Euroa Community Conference Centre at 9:30 am.

Present

Paul Ayton (Chair) Alister Purbrick AM Sophie Lukeis John Tanner AM Cr Claire Ewart-Kennedy Cr Clark Holloway Community Member Community Member Community Member (via TEAMS) Community Member Council Representative Council Representative

Officers

Tim Tamlin Oliver McNulty Andrew Davis Michelle Bromley Kerry Lynch Interim Chief Executive Officer Director Sustainable Infrastructure Chief Financial Officer (via TEAMS) Coordinator Governance and Record Management Governance Officer (Minutes) Page 2

 Strathbogie Shire Council
 Page 3

 Minutes/Decisions for Audit and Risk Committee Meeting – 17 April 2025
 Page 3

1 Welcome

2 Acknowledgement of Country

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

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

Today we are meeting on the lands of the Taungurung peoples of the Eastern Kulin nation, whose sovereignty here has never been ceded.

3 Apologies

Amanda Tingay, Director of People and Governance

4 Disclosure of Conflicts of Interest

Nil

5 Confirmation of Minutes of the Audit and Risk Committee held on 28 February 2025

MOTION

Moved: Paul Ayton Seconded: Alister Purbrick

That the Minutes of the Audit and Risk Committee meeting held on 28 February 2025 be confirmed as an accurate record of the meeting.

CARRIED

Strathbogie Shire Council	
Minutes/Decisions for Audit and Risk Committee Meeting – 17 April 2025	

6 Business

6.1 Draft 2025-26 Strathbogie Shire Council Budget, Fees and Charges and Revenue and Rating Plan

EXECUTIVE SUMMARY

In accordance with the requirements of sections 93 and 94 of the *Local Government Act 2020* Council has prepared:

- Draft Annual Budget 2025-26
- Draft Fees And Charges 2025-26
- Draft Revenue And Rating Plan 2025-26
- Financial Plan 2023-35

The draft budget and fees and charges have been developed in accordance with the *Local Government Act 2020* financial management principles in accordance with section 96(1)(a).

An updated draft Revenue and Rating Plan has been prepared, in accordance with section 93 of the *Local Government Act 2020*.

Council has attempted to minimise rate increases and has prepared the draft Budget based on a three per cent (3%) increase in the average rate per property. This is in line with the increase allowed for under the State Government's 'Fair Go Rates' legislation, as announced by the Minister for Local Government in December 2024.

Community engagement has already been undertaken to inform the preparation of the draft Council Plan 2025-29, which provides input into the draft 2025-26 budget.

Further consultation will undertaken on the draft Budget and draft Revenue and Rating Plan following a 21-day consultation period in accordance with the Community Engagement Policy.

Written submissions will be received and submitters provided with an opportunity to make a verbal submission to an Extraordinary Council Meeting to be held on Tuesday 3 June 2025.

The Audit and Risk Committee noted the lateness of receipt of amendments to the draft papers, considering this a risk from a governance perspective.

Clarification was sought around some of the budget items:

Performance outcome indicators

The indicators are derived from a number of sources including the Community Satisfaction Survey (subjective measure), Local Government Performance Reporting Framework (legislative requirement) and specific measurable data (objective).

Capital Works

There are challenges meeting the capital works program by the end of the 2024-25 financial year, however there are realistic opportunities for process changes and savings in the future. Assurances were given that the capital works targets would be met for 2025-26, and Councillors are receiving regular briefings from the Director Sustainable Infrastructure.

In their discussion, the Audit and Risk Committee noted the following:

Strathbogie Shire Council	Page 5
Minutes/Decisions for Audit and Risk Committee Meeting – 17 April 2025	•

- the Audit and Risk considered that overall, it is a solid and responsible draft budget
- the proposed waste charges for 2025-26 will remain at the same rates as in 2024-25
- the draft budget provides a significant amount for renewal of existing assets as well as the creation of new assets
- Addressing the community feedback regarding the conditions of the road network have also been considered which has resulted in a significant uplift of funding to this area
- Estimates for capital works expenditure in future years lies between \$7.46 and \$7.53 million but is subject to change resulting from Federal and State Government infrastructure grant programs changes
- Ensure that the figures in the draft budget, financial plan and Council Plan are amended so they are reflective of one another
- Clarify in the 2025-26 Budget that future targets have been benchmarked against other "small shire" averages
- Expand note seven (7) "Rates Concentration" of the 2025-26 Draft Budget, to clarify "adjusted underlying revenue" and rate differentiation
- That modelling has been initiated to achieve the correct balance between residential/agricultural rates differentiation
- The People and Culture budget is down by 75% due to general insurance premiums being correctly realigned to a specific insurance expense
- Some costs relating to "Project CODI" have been included in capital works expenditure
- Timely and quality financial data is being received to support project and asset management.

It was reiterated that the draft budget is reflective of the proposed Council Vision 2025-2035 and Council is committed to:

- Long term financial sustainability
- Promoting economic development so as to be able to co-fund projects/opportunities as they arise
- Focusing on robust service reviews and asset and capital project management
- Quality forward forecasting (being two to four years forward)
- Working with the Chief Executive Officer to achieve budget surpluses and key performance indicators
- Robust oversight of Council to ensure targets are being met.

The Council has also made a comprehensive submission to the Grants Commission advocating Strathbogie Shire Council's position regarding inequity of funding to small councils.

Actions:

- 1. Take on notice: Audit and Risk Committee to receive an operating statement that excludes grants/other contributions.
- 2. Take on notice: In Strategic Objective Two, income and expenditure from strategic and statutory planning is down
- 3. The Audit and Risk Committee to receive a copy of the Rural Council Victoria analysis of the impact of the Victorian Government's Emergency Services and Volunteer fund levy.

MOTION

Moved: Paul Ayton Seconded: John Tanner

Strathbogie Shire Council	
Minutes/Decisions for Audit and Risk Committee Meeting – 17 April 2025	

Subject to the minor changes discussed in the meeting that the Audit and Risk Committee note the Draft 2025-26 Budget, Draft 2025-26 Fees and Charges and the Draft Financial Plan 2025-35

CARRIED

6.2 Confidential Briefing Audit and Risk Committee and Interim Chief Executive Officer

The Audit and Risk Committee received a briefing and handover from the Interim Chief Executive Officer prior to the incoming Chief Executive Officer commencing on 5 May 2025.

7 Next Meeting and Closure of Meeting

The next meeting of the Audit and Risk Committee will be held on 6 June 2025 at the Euroa Community Conference Centre commencing at 9:30 am.

There being no further business, the meeting closed at 11:20 am.

Audit and Ris	Audit and Risk Committee – actions from the meeting held on 17 April 2025						
Meeting Date	Item Number	Action	Responsible	Due Date	Status	Comment	
2 December 2022	7.2 Outstanding Internal Audit Items Update	Director People and Governance to present a draft ICT Strategy to the Audit and Risk Committee in March 2023.	Director People and Governance	30 June 2025	In Progress	An ICT Strategy will be developed independently of Project CODI	
29 November 2024	6.5 2024-25 Mid- Year Budget	The Chief Financial Officer took on notice a question related to rates debtors to identify if new or existing debtors.	Chief Financial Officer	30 June 2025	In progress	Work on this item has commenced. Upon investigation, prior period data has not been captured in a suitable form to undertake the required analysis. Ongoing data will be captured monthly in a suitable format, to allow future analysis of this type.	
29 November 2024	6.6 Digital Transformation Update	 Officers to take on notice the following identified in the risk assessment: 1. Quantify the large amount of unstructured data and records due for disposal 2. There appears to be no risk identifying the transfer of records activity and lockdown of data and archiving relating to records management. 	Director People and Governance	30 June 2025	In progress	The risk relating to transfer of records has been identified as a moderate risk in the Records Management Operational Risk Register. There were large quantities of data (not yet quantified) in Magiq that could not be irretrievably deleted prior to migration to Sharepoint because it did not meet the Public Records Office Victoria (PROV) standard for destruction of records. AvePoint software maintains retention levels in line with PROV Retention and Disposal Authorities, and work will commence on this	

Strathbogie Shire Council Minutes/Decisions for Audit and Risk Committee Meeting – 17 April 2025

						process once the Sharepoint system has been more fully embedded.
28 February 2025	7.5 Risk Management	Review the risk register and revise the risk rating relating to Council's inability to attract staff.	Director People and Governance	Immediate	In Progress	
17 April 2025	2025-26 Draft Budget	Take on notice: Audit and Risk Committee to receive an operating statement that excludes grants/other contributions.	Chief Financial Officer		Complete	
17 April 2025	2025-26 Draft Budget	Take on notice: In Strategic Objective Two, income and expenditure from strategic and statutory planning is down	Chief Financial Officer		Complete	
17 April 2025	2025-26 Draft Budget	The Audit and Risk Committee to receive a copy of the Rural Council Victoria analysis of the impact of the Victorian Government's Emergency Services and Volunteer fund levy.	Interim Chief Executive Officer		Complete	

11.4.4 2021-2025 Council Plan - Report on 2024-2025 Action Plan

AUTHOR Governance Officer

RESPONSIBLE DIRECTOR Director People and Governance

EXECUTIVE SUMMARY

In accordance with the *Local Government Act 2020* Section (89) a Council must undertake the preparation of its Council Plan and other strategic plans in accordance with the strategic planning principles.

The strategic planning principles ensure that:

- an integrated approach to planning, monitoring and performance reporting is to be adopted
- strategic planning addresses the Community Vision
- there are resources needed for effective implementation
- risks are identified and addressed for effective implementation
- there is ongoing monitoring of progress and regular reviews to identify and address changing circumstances

The 2021-25 Council Plan was adopted by Council in October 2021 following comprehensive deliberative community engagement. The 2021-25 Council Plan, which for the first time incorporated the Municipal Public Health and Wellbeing Plan, set the strategic direction and integrated approach Council would take to deliver Council services and allocate resources.

Annual Action Plans were developed to implement the 2021-25 Council Plan. Regular reporting has been presented to the community to provide updates on the implementation of the actions. This is the final action plan update for the period ending 30 June 2025.

Reporting on the action plan concludes Council's legislative and community obligations to the 2021-25 Council Plan, noting that work is still being undertaken to reflect the changes in actions (due to natural disaster responses and recovery and governance matters) through the lifetime of the 2021-25 Council Plan.

The 2025-29 Council Plan and a refreshed Community Vision 2035, along with other integrated strategies, were adopted in June 2025 following the election of a new Council in October 2024. The 2025-29 Council Plan commenced on 1 July 2025.

RECOMMENDATION

That Council:

- 1. Note the outcome of the 2021-25 Council Plan year four actions (final) for the period ending 30 June 2025 as identified in attachment on
- 2. Inform the community of the outcomes the 2021-25 Council Plan year four actions (final) for the period ending 30 June 2025 advising through social and printed media.

PURPOSE AND BACKGROUND

The purpose of the report is to provide a final report on the actions and outcomes of the 2021-25 Council Plan Action Plan 2024-25 for the period 1 July 2024 to 30 June 2025.

Out of the sixty five actions in the 2024-25 Action Plan, forty have been achieved, 21 are in progress and four have not been achieved.

ISSUES, OPTIONS AND DISCUSSION

The 2021-25 Council Plan was adopted in by Council in October 2021 following several months of deliberative community engagement.

The 2021-25 Council Plan identified strategies relating to each strategic focus area, along with the initiatives for Council over the four-year life of the plan that helped achieve these goals. The strategic focus areas fell into six broad categories:

- Strategic Focus Area 1: Engage. Create. Unite.
- Strategic Focus Area 2: Live. Access. Connect.
- Strategic Focus Area 3: Protect. Enhance. Adapt.
- Strategic Focus Area 4: Inclusive. Productive. Balanced.
- Strategic Focus Area 5: Strong. Healthy. Safe.
- Strategic Focus Area 6: Accountable. Transparent. Responsible.

A set of performance indicators was also developed under each Strategic Focus Area to identify how Council would monitor our success, and how we were working towards the achievement of the Community Vision.

Each year the plan was reviewed to identify the actions to be taken by Council to progress work towards each Strategic Focus Area for the year ahead.

The Plan was updated annually via an annual action plan, and as part of our commitment to ensure accountability and transparency to our community, six-monthly progress reports were presented to Council to adopt.

COMMUNITY ENGAGEMENT

In developing the 2021-25 Council Plan, section 90 (3) of the Act requires a deliberative engagement process to be undertaken. This consisted of a range of 'town hall' style workshops, market stalls, online surveys and the creation of a Community Panel. The Community Panel developed the Community Vision and had significant input into the development of Council Plan actions and strategies.

POLICY CONSIDERATIONS

Council Plan

This report is consistent with the following key strategic focus areas and or actions in the 2021-25 Council Plan:

Strategic Focus Area 1: Engage. Create. Unite. Strategic Focus Area 2: Live. Access. Connect Strategic Focus Area 3: Protect. Enhance. Adapt Strategic Focus Area 4: Inclusive. Productive. Balanced Strategic Focus Area 5: Strong. Healthy. Safe Strategic Focus Area 6: Accountable. Transparent. Responsible.

Regional, State and National Plans, Policies and Legislation

This report is aligned with the following legislation, council policies and key strategic planning principles:

- Local Government Act 2020
- Community Vision
- 2021-25 Council Plan
- Asset Plan
- Financial Plan
- Revenue and Rating Plan
- Climate Change Action Plan 2022-27
- Gender Equity Plan

RISK CONSIDERATIONS

This report has identified the following risk(s):

Risk(s)	Likelihood	Consequence	Rating	Mitigation Action
Council Plan not relevant and/or responsive to any unforeseen issues or significant changes that impact our community	Low	Low	Low	Council Plan updated actions reviewed annually to ensure the plan remains relevant

LEGAL CONSIDERATIONS

Section 90 of the *Local Government Act 2020* requires Council to prepare and adopt a Council Plan of at least the next four financial years within twelve months of a general election.

The Council Plan must include:

- (a) the strategic direction of the Council
- (b) strategic objectives for achieving the strategic direction
- (c) strategies for achieving the objectives for a period of at least the next four financial years
- (d) strategic indicators for monitoring the achievement of the objectives
- (e) a description of the Council's initiatives and priorities for services, infrastructure and amenity
- (f) any other matters prescribed by the regulations.

The 2021-2025 Council Plan was adopted in October 2021.

CONFLICT OF INTEREST DECLARATION

No Council officers and/or contractors who have provided advice in relation to this report have declared a general or material conflict of interest regarding the matter under consideration.

TRANSPARENCY

This report will be presented to Council in a Council meeting, open to the public and live streamed to the public. This is consistent with Council's Transparency Policy, enabling the community to have oversight regarding the matters being discussed by Council and the decisions being made.

FINANCIAL VIABILITY CONSIDERATIONS

The review and updating of the 2021-25 Council Plan ensures that Council's strategic priorities and actions to be resourced where possible in the following financial year and are clearly identified and communicated to the municipal community.

SUSTAINABILITY CONSIDERATIONS

Economic

There are several economic actions and initiatives that formed part of the 2021-25 Council Plan supporting the economic prosperity of the municipality, with a focus on the visitor economy and lobbying other levels of government to provide the key infrastructure required to support our economy.

Social

Actions that created social benefit supported the 2021-25 Council Plan, including a focus on public health and wellbeing initiatives. There were several actions around identifying and planning for future social infrastructure to support population growth and to respond to changes across our population.

Environmental and Climate Change

Climate change related initiatives underpinned the 2021-25 Council Plan, not only through an action to prepare and adopt a Climate Change Action Plan, but other initiatives around tree planting, community resilience, review of planning scheme controls and improved resource recovery and waste management.

INNOVATION AND CONTINUOUS IMPROVEMENT

The inclusion of updated performance indicator targets reflects the Council's focus on continuous improvement in our services and facilities.

HUMAN RIGHTS CONSIDERATIONS

There are no human rights implications arising from this report.

CONCLUSION

The final report of the 2021-25 Council Plan Action Plan note that the actions contained in the plan remained relevant and responsive to the changing issues, challenges and opportunities that have faced the Council and the community in the past four years.

ATTACHMENT

1. 202507 2021 25 Council Plan Action Plan Final June 2025 (1)

Strathbogie Shire Council

2021-25 Council Plan

2024-2025 Actions To 30 June 2025 The Strathbogie Shire is a region of natural beauty with vibrant communities who are respectful, optimistic and inclusive.

We have a strong sense of belonging and of our collective history. We care deeply for Country and First Nations people. We are bold. We embrace opportunities. We welcome you.

1. F	ocus. Create. Unite		Council's Role	Completion Date	Status
1.1.1	Work in partnership with the Taungurung Land and Waters Council to implement the Memorandum of Understanding.	Engaged Public Health and Wellbeing	Deliver	30 June 2025	Complete.
1.1.2	Continue to meet with the Taungurung Land and Waters Council to review, monitor and provide feedback on the implementation of infrastructure projects in line with the Land Use Activity Agreement.	Engaged Public Health and Wellbeing	Deliver	30 June 2025	Complete. A minimum of 8 meetings have occurred the past 12 months. Participation in the TLAWC Local Government Forum.
1.1.3	Embed a Partnership Plan, outlining the approach, principles and assessment criteria, across the organisation.	Public Health and Wellbeing	Deliver	31 March 2025	Not achieved. Advocacy is a focus in the 2025-26 Council Plan Action Plan.
1.1.4	Prepare and adopt a Social Inclusion Strategy which adopts an intersectionality approach to identify the guiding principles to promote equal rights and opportunities for everyone, redressing social and economic inequalities		Deliver	31 March 2025	In progress - will be finalised by 2026.
1.1.5	Complete the review and implement the Arts and Culture Strategy to support the community in driving diversity in activities and events.	Engaged Public Health and Wellbeing	Deliver	28 February 2025	Complete. New eight year Strategy and annual action plan to be developed in 2026.
1.1.6	Continue to work with the Taungurung Land and Waters Council/other First	Engaged Public Health and Wellbeing	Partner	30 June 2025	Complete.

Nations people residing in our shire and the community on the integration of cultural awareness into existing programs.

Performance Indicators 1. Engage. Create. Unite.							
Measure	Data Source	Council Role	Reporting Frequency	2025 Result	Target		
Satisfaction rating - art centres and libraries	Annual Community Satisfaction Survey	Deliver	Yearly	69	68		
Satisfaction rating - lobbying	Annual Community Satisfaction Survey	Advocate	Yearly	49	44		
Satisfaction rating - consultation and engagement	Annual Community Satisfaction Survey	Deliver	Yearly	50	44		
Satisfaction rating - informing the community	Annual Community Satisfaction Survey	Deliver	Yearly	52	49		
Satisfaction rating - community decisions	Annual Community Satisfaction Survey	Deliver	Yearly	46	37		
Meetings conducted with the eight Action Groups	Council Data	Deliver	Yearly	7	Two per year		

2.	ive. Access. Connect		Council's Role	Completion Date	Status
2.1.1	Implement the Asset Plan. Local Government Act 2020 requires new Council to deliver Asset plan by October 2025	Engaged Public Health and Wellbeing	Deliver	30 June 2025	Complete. Adopted by Council 17 June 2025.
2.1.2	Lobby State and Federal governments to fund improved digital and telecommunications infrastructure - Telstra, Ausnet, 3G closure.	Engaged Public Health and Wellbeing	Advocate	30 June 2025	In progress. Continued advocacy ask. Participation in Ausnets Strathbogie Benalla Community Liaison Group. Significant upgrades have been proposed in the AER 2026-2031 Budget Bid to improve energy reliability. Continued

					advocacy with telecommunications providers, upgrade completed on Mount Wombat, current negotiation for an improvement to the Nagambie Telstra Tower.
2.1.3	Work with community groups to expand existing community bus services.	Public Health and Wellbeing	Advocate	30 June 2025	Complete.
2.1.4	Support the work being undertaken by the Euroa Mountain Bike Club to develop a mountain bike track at Balmattum Hill through advocacy with Parks Victoria and relevant government departments		Deliver	30 Sept 2024	Complete. Feasibility and cost benefit study presented to Council. Further work required to undertake CHMP, and land acquisition.
2.1.5	Prepare a Play and Open Space Strategy.	Engaged Public Health and Wellbeing	Deliver	31 July 2024	Complete. Strategy adopted 20 August 2024
2.1.6	Review and implement the Tracks and Trails Strategy to improve connectivity and physical activity across the municipality.	Engaged Public Health and Wellbeing	Deliver	30 June 2025	In progress: Has been incorporated into the new Council Plan to be consolidated with other similar Strategies
2.1.7	Scope and secure funding to development a Cycling Strategy.		Deliver	31 March 2025	In progress: Community consultation has occurred for the Active Transport Strategy. Work will continue as an action in the 2025- 26 Council Action Plan "consolidate tracks, trails and footpaths and strategies"
2.1.8	To clarify land arrangements with VicTrack for the car park precinct (Saleyard Road and Bank Street, Avenel) including a funding commitment to upgrade the area		Deliver	30 June 2025	In progress: Continued advocacy underway
2.1.9	Work collaboratively with the Department of Transport and Planning to address the community's safety concerns (Saleyard Road and Bank Street, Avenel) in a coordinated		Deliver	30 June 2025	In progress: Continued advocacy underway
2.1.10	Advocate to the State and Federal Governments for a funding commitment to deliver a solution for Kirwans Bridge that extends the bridge life by more than 50 years.		Advocate and Deliver	30 June 2025	In progress: continued advocacy underway

2.1.11	Advocate to the State Government regarding for a solution to Chinamans Bridge and urgent funding to implement the solution.		Advocate and Deliver	30 June 2025	In progress: Funding has been sourced and budget allocated in 2025-26 capital budget. Demolition permit received by Hertiage Victoria.
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Measure	Data Source	Council Role	Reporting Frequency	2025 Result	Target
Satisfaction rating - local streets and footpaths	Annual Community Satisfaction Survey	Deliver	Yearly	48	45
Satisfaction rating - lobbying	Annual Community Satisfaction Survey	Advocate	Yearly	44	51
Percentage completion - projects delivered in capital expenditure budget	Council Data	Deliver	Yearly	89%	Maintain
Infrastructure per head of municipal population	Local Governance Performance Reporting Framework (Know Your Council)	Deliver	Yearly	\$29,265 *Population provided from 2024 statistics	Increase
Asset renewal and asset upgrade as a percentage of depreciation	Local Governance Performance Reporting Framework (Know Your Council)	Deliver	Yearly	120%	Increase
Success of Top five asks in Councils' Advocacy Ask	Advocacy Ask Document	Advocate	Yearly	Significant upgrades have been proposed in the AER 2026- 2031 Budget Bid to improve energy reliability Continued advocacy with telecommunicatios providers, upgrade completed on	Funding allocated by State and Federal Governments

	Mount Wombat,	
	current neogitation	ן א
	for an	
	improvement to	
	the Nagambie	
	Telstra Tower.	

3	B Protect. Enhance. Adapt.		Council's Role	Completion Date	Status
3.1.1	Implement the Climate Change Action Plan for Council operations, which explores initiatives such as an urban forest strategy, micro-grids for our towns and auditing council facilities to identify opportunities to minimise their net environmental impact.	Engaged Public Health and Wellbeing	Deliver	30 June 2025 (year four actions)	Complete: Climate Change Action Plan 2022-2027 continues to be delivered. Climate change action plan implementation delivered biannually. Four of the 2024/25 actions are now complete. Five actions are in progress; and are near completion.
3.1.2	Integrate the Naturally Cooler Town initiative into day-to-day operations in partnership with the Goulburn Murray Climate Alliance.	Public Health and Wellbeing	Partner	30 June 2025	Complete: The Naturally Cool Town initiative is complete and the watering and maintenance of the trees is underway.
3.1.3	Complete the Violet Town landfill rehabilitation project. EPA sign off pending.	Engaged Public Health and Wellbeing	Partner	30 June 2025	In progress: Independent auditors have signed the rehab project off as complete and it is now sitting with the EPA. Following sign off after- care management will revert to Council.
3.1.4	Continue to involve the community in tree planting projects across the Shire.	Engaged Public Health and Wellbeing	Advocate	30 June 2025	In progress: Work still underway with community groups as required
3.1.5	Advocate to Federal and State governments for investment in reliable power supply infrastructure with a focus on renewable energy.	Engaged Public Health and Wellbeing	Deliver	30 June 2025	In progress: Participation in Ausnets Strathbogie Benalla Community Liaison Group. Significant upgrades have been proposed in the AER 2026-2031 Budget Bid to improve energy reliability.
3.1.6	Continue to support community recovery from the October 2022 Flood Event.	Engaged Public Health	Deliver	30 June 2025	Complete. Funding ceases February 2026

		and Wellbeing			
3.1.7	Develop and adopt a Fair Access Policy (in line with State Government requirement). Complete, Fair Access Policy adopted June 2024.	Engaged Public Health and Wellbeing	Deliver	30 June 2025	Complete.
3.1.8	Strengthen project scoping and design outcomes to maximise environmental benefit, including the management of stormwater to improve water quality.		Deliver	30 June 2025	In progress.
3.1.9	Creation of a Significant Tree Register.		Deliver	30 June 2025	In progress.
3.1.10	Continue advocacy in partnership with Goulburn Valley Water, opportunities to green open spaces in towns with recycled water from the towns' wastewater treatment plant. Active member of Greening Euroa		Partner	30 June 2025	In progress: Opportunities for grants are being investigated and talks are continuing with GVW.
3.1.11	Review and implement actions from the Domestic Wastewater Management Plan to support growth within existing townships and mitigate health risks from wastewater.		Deliver	30 June 2025	In progress.
3.1.12	Deliver education program to enhance community understanding of the new four bin system		Deliver	30 June 2025	Complete.
3.1.13	Advocate for funding for the implementation of the Municipal Drainage Strategy.		Partner	30 June 2025	Complete - funding received.
3.1.14	Understand the outcomes of the Civic Accommodation Study and present findings and recommendations to Council.		Partner	30 June 2025	Complete - report presented at the July 2024 Council meeting.

Performance Indicators 3. Protect. Enhance. Adapt.						
Measure	Data Source	Council Role	Reporting Frequency	2025 Result	Target	
Satisfaction rating - waste management services	Annual Community Satisfaction Survey	Deliver	Yearly	69	70	

Number of education sessions delivered to schools or community groups	Council Data	Partner	Yearly	56	N/A
Average waste diversion rate	Monthly data supplied by Contractor and reported on in monthly council report.	Partner	Monthly	68.38%	70%
Contamination rate in our organics stream	Monthly data supplied by Contractor and reported on in monthly council report.	Partner	Monthly	1.40%	Less than 2%
Satisfaction rating - environmental sustainability	Annual Community Satisfaction Survey	Deliver	Yearly	58	57
Delivery of progress report - Climate Change Action Plan Implementation	Council Data	Deliver	Biannually	Four of the 2024/25 actions are now complete. Five actions are "in progress" and are near completion	Biannual reporting

4. Ir	nclusive. Balance. Safe.		Council's	Completion	Status
			Role	Date	
4.1.1	Implement year two actions of the Economic Development Strategy.	Engaged Public Health and Wellbeing	Deliver	30 June 2025 (year four actions)	Complete.
4.1.2	Continue to implement the recommendations of the Strathbogie Planning Scheme review.	Public Health and Wellbeing	Deliver	30 June 2025	In progress: RRLUS and UGS on track to be adopted by December 2025

4.1.3	Continue to advocate for the development of the Mangalore Airport as a freight intermodal and transport/industrial hub.		Advocate	30 June 2025	Complete.
4.1.4	Undertake the development of the Euroa Railway Precinct Master Plan.		Deliver	30 June 2025	In progress: Consultation to occur in the near future
4.1.5	Continue advocating to Australian Rail Track Corporation (ARTC) for a community led outcome for the redesign of Euroa railway infrastructure.		Advocate	30 June 2025	In progress: ongoing, until works are complete
4.1.6	Finalise and adopt the Avenel 2030 Strategy to guide future development and growth while maintaining local character. Complete, adopted October 2024.	Engaged	Deliver	30 June 2025	In progress: Adoption on hold due to the updates required following the adoption of other key strategic planning documents
4.1.7	Participate in Goulburn Regional Tourism Inc	Engaged Public Health and Wellbeing	Partner	30 June 2025	Complete and ongoing

Performance Indicators | 4. Inclusive. Balance. Safe.

Measure	Data Source	Council Role	Reporting Frequency	2025 Result	Target	
Planning permit applications decided within 60 statutory days	Planning Permit Activity Report	Deliver	Yearly	85%	78%	
Satisfaction rating - building and planning permits	Annual Community Satisfaction Survey	Deliver	Yearly	42	47	
Satisfaction rating - business development & tourism	Annual Community Satisfaction Survey	Deliver	Yearly	57	56	
Satisfaction rating - tourism development	Annual Community Satisfaction Survey	Deliver	Yearly	59	57	
Average monthly visitation to the Nagambie Lakes Visitor Information and Euroa Visitor Information Centres	Local Government Performance Reporting Framework data (Know Your Council)	Partner	Monthly	323	300	
Median number of days to decide on a planning permit application	Local Government Performance Reporting Framework data (Know Your Council)	Deliver	Yearly	Data not currently avail able	44 days	

OFFICIAL

	enewal and asset upgrade as a tage of depreciation	Performan	overnment ce Reporting work data	Deliver	Yearly	120%	107.16
5. St	rong. Healthy. Safe			Council's Role	Completion Date	Stat	us
5.1.1	Prepare a Play and Open Space St Complete, adopted by Council Aug	rategy. ust 2024.	Public Health and Wellbeing	Deliver	31 July 2025	Complete.	
5.1.2	Continue to deliver a series of ever initiatives to support healthy eating practices, reduced obesity and inc physical activity. Ongoing	9	Public Health and Wellbeing	Deliver	30 June 2025	Complete.	
5.1.3	Complete the annual audit of toba inspections, prosecuting those bu who sell tobacco to people under 18 years. Complete	sinesses the age of	Public Health and Wellbeing	Deliver	30 June 2025	Complete.	
5.1.4	Continue to deliver a range of You Leadership Events and Activities a municipality. Action complete, ong programs to be implemented.	across the	Public Health and Wellbeing	Partner	30 June 2025	Complete. Series of delivered annually.	of youth events
5.1.5	Review the Public Open Space Contributions Policy.		Public Health and Wellbeing	Deliver	30 June 2025	Not achieved: due to program, will be ref consideration for the program 2025-2029	erred to e strategic work
5.1.6	Promote participation and continu deliver MCH programs for 0- 4-yea		Public Health and Wellbeing	Deliver	30 June 2025	Complete.	
5.1.7	Implement an annual action plan f and wellbeing priorities identifying partnerships that will support the o the plan.	delivery of	Public Health and Wellbeing	Partner	30 June 2025	Complete.	
5.1.8	Participate in 16 Days of Activism Gender Based Violence - deliver I initiatives throughout the municipa Complete - participate in Decemb	ocal ality.	Public Health and Wellbeing	Deliver	31 December 2024	Complete.	
5.1.9	Educate and raise awareness on a and elder abuse through an educa campaign that challenges ideolog	ational	Public Health and Wellbeing	Deliver	30 June 2025	Complete.	

5.1.10	Review and implement programs to drive increased participation at our aquatic facilities informed by the Strathbogie Community Pools Strategy 2019-2029. Ongoing, working with Friends of Pool.	Public Health and Wellbeing	Deliver	30 June 2025	Complete.
5.1.11	Deliver community led actions through the implementation of the Domestic Animal Management Plan, which may include further off leash dog parks.	Public Health and Wellbeing	Deliver	30 June 2025	Complete. Annual progress report tabled in August annually.
5.1.12	Develop and implement a communication and engagement plan to promote the health and wellbeing benefits of volunteering. Complete - "Local Legends" volunteer week activities.	Public Health and Wellbeing	Deliver	31 December 2024	Complete.
5.1.13	Continue to monitor the compliance of Council's emergency management framework with changing legislative requirements	Public Health and Wellbeing	Deliver	30 June 2025	Complete. All Plans and reviews are on Council's website.
5.1.14	Continue to advocate to Department of Transport around improving road safety and aligning speed limits with community expectations.	Public Health and Wellbeing	Advocate	30 June 2025	Complete and ongoing.
5.1.15	Explore options for the development of a local law around smoking in Council owned public places.	Public Health and Wellbeing	Advocate	30 June 2025	Complete: under the <i>Tobacco Act 1987</i> which includes statewide bans in certain outdoor areas such as playgrounds, sporting venues and within ten meters of public building entrances.

Performance Indicators 5. Strong. Healthy. Safe					
Measure	Data Source	Council Role	Reporting Frequency	2025 Result	Target
Satisfaction rating - appearance of public areas	Annual Community Satisfaction Survey	Deliver	Yearly	72	73

Satisfaction rating - recreational facilities	Annual Community Satisfaction Survey	Deliver	Yearly	64	67
Annual total attendance figures for all aquatic facilities	Council Data	Deliver	Yearly	18,450	18,361
Number of completed tobacco sale audits to under 18's	Council Data	Deliver	Yearly	Not delivered	Not delivered
% of children enrolled who participate in Maternal and Child Health services	Local Government Performance Reporting Framework data (Know Your Council)	Partner	Yearly	71%	74%
Percentage of Aboriginal children enrolled who participate in Maternal and Child Health Services	Local Government Performance Reporting Framework data (Know Your Council)	Partner	Yearly	62%	87%
Percentage of infants enrolled in Material Child Health services who participate in 4- week key stage visit.	Local Government Performance Reporting Framework data	Partner	Yearly	110%	90%

6. Ac	6. Accountable. Transparent. Responsible			Completion Date	Status
6.1.1	Implement the Workforce Plan 2021-2025.		Deliver	31 July 2025	In progress: Actions for the current workforce plan that remain open or are ongoing.
6.1.2	Implement actions of the Gender Equity Action Plan 2021-25.	Engage	Deliver	30 June 2025	In progress: New Gender Equality Action Plan that will reflect on actions in the current plan that remain opening or ongoing
6.1.3	Develop and implement an Information Technology Strategy to ensure the organisation has a suite of fully integrated systems to maximise operational efficiency		Deliver	30 June 2025	Not achieved: Information Technology Strategy action in the 2025-26 Council Plan Annual Action Plan.
6.1.4	Incorporate the gender impact assessment tool into decision making processes to assess the gendered impacts of policies, programs and services	Engage	Deliver	30 June 2025	Complete and ongoing.
6.1.5	Support the Audit and Risk Committee in completing its work plan.		Partner	30 June 2025	Complete.

6.1.6	Complete an audit of Council's property portfolio to identify options to maximise community benefit.	Engage	Deliver	30 June 2025	Complete.
6.1.7	Implement the Action Plan in response to the 2023/24 staff satisfaction survey.	Engage	Deliver	30 June 2025	Complete.
6.1.8	Implement an ongoing good governance training program for Councillors and staff, including self-assessment elements.		Deliver	30 April 2025	Complete.
6.1.9	Review our Customer Service Charter in partnership with a Community Panel to refine our service standards and response times		Deliver	30 June 2025	Not achieved: Customer Focused Service Charter action in the 2025- 26 Council Plan Annual Action Plan.
6.1.10	Analyse options for, and develop a plan for implementation, of an integrated performance reporting software system to efficiently collate mandatory reporting requirements and monitor performance around the delivery of this Plan.		Deliver	30 June 2025	Complete: Analysis of performance reporting undertaken. Existing system utilised.
6.1.11	Development and implementation of a comprehensive gender equity framework through policies, training and proactively acting on feedback from staff, Councillors, and the community.	Engage	Deliver	30 June 2025	Complete: While there is no written Gender Equality Framework, all policies were reviewed in light of gender equality. Also reflected in any training opportunity and delivery amounting to a practical framework for Council's interaction with staff and community.
6.1.12	Explore leadership training program options.	Engage	Deliver	30 June 2025	Complete: training for Councilors undertaken. Mandatory and elective.

Performance Indicators 6. Accountable. Transparent. Responsible					
Measure	Data Source	Council Role	Reporting Frequency	2025 Result	Target
Satisfaction rating Customer Service	Annual Community Satisfaction Survey	Deliver	Yearly	68	68
% of staff with procurement responsibilities completed procurement and probity training	Council Data	Deliver	Yearly	69%	100%
Satisfaction rating - Overall performance	Annual Community Satisfaction Survey	Deliver	Yearly	48	36
Satisfaction rating - Overall direction	Annual Community Satisfaction Survey	Deliver	Yearly	58	23
Satisfaction rating - Value for Money	Annual Community Satisfaction Survey	Deliver	Yearly	40	35
Satisfaction rating -Community decisions	Annual Community Satisfaction Survey	Deliver	Yearly	46	37
Expenses per head of municipal population	Local Government Performance Reporting Framework data	Deliver	Yearly	Data not currently avail able	
Recurrent grants per head of municipal population	Local Government Performance Reporting Framework data	Deliver	Yearly	Data not currently avail able	

11.4.5 Councillor Allowances

AUTHOR Director People and Governance

RESPONSIBLE DIRECTOR Director People and Governance

EXECUTIVE SUMMARY

In accordance with Section 39 of the *Local Government Act 2020* and the Councillor Expenses Policy, Councillors are entitled to receive an allowance whilst performing their duties. The Mayor and Deputy Mayor are also entitled to receive a higher allowance.

On 30 June 2025, the Victorian Independent Remuneration Tribunal made the Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Annual Adjustment Determination 2025.

The Tribunal determined a 3% increase to the values of the base allowances payable to Mayors, Deputy Mayors and Councillors, effective from 1 July 2025. A 3% increase has also been applied to the base allowance values for Mayors and Deputy Mayors which take effect on 18 December 2025.

The Determination also adjusted the value of the remote area travel allowance by 3%.

RECOMMENDATION

That Council note:

- (a) that the Victorian Independent Remuneration Tribunal has set allowances from 1 July 2025 as follows:
 - 1. The Councillor Allowance is \$28,110 effective 1 July 2025
 - 2. The Deputy Mayor Allowance is \$44,661 effective 1 July 2025
 - 3. The Mayor Allowance is \$89,323 effective 1 July 2025
 - 4. From 1 July 2025, the Remote Area Travel Allowance will be \$48.90 per day for eligible councillors, up to a maximum of \$6,112.50 per annum
 - 5. That under section 39(5) of the *Local Government Act 2020* the Mayor, Deputy Mayor or Councillor may elect to receive the allowance, receive part of the allowance or receive no allowance
 - 6. That allowances will be paid to Council in accordance with the Councillor Expenses Policy.
- (b) That any future changes made by the abovementioned allowances will be adjusted in accordance with advice received by Victorian Independent Remuneration Tribunal.

PURPOSE AND BACKGROUND

This report is to confirm the prescribed allowances set by the Victorian Independent Remuneration Tribunal, for Mayors, Deputy Mayors and Councillors.

ISSUES, OPTIONS AND DISCUSSION

Strathbogie Shire Council is a category one municipality, which means the allowances are at the lowest end of those set for all councils. Under the current Determination made by the Victorian Independent Remuneration Tribunal, the values of base Mayor, Deputy Mayor and Councillor allowances (effect from 1 July 2025) are:

Base allowance (\$ per annum)

	Category 1	Category 2	Category 3	Category 4
Mayors	89,323	115,347	142,661	285,324
Deputy Mayors	44,661	57,673	71,329	142,662
Councillors	28,110	35,049	41,992	62,988

Remote Area Travel Allowance

The Tribunal also increased the value of the Remote Area Travel Allowance to compensate eligible councillors for time spent on long-distance travel to council meetings or functions.

From 1 July 2025, the remote area travel allowance is equal to \$48.90 per day for eligible Mayors, Deputy Mayors and Councillors, up to a maximum of \$6,112.50 per annum.

Section 39 (5) of the *Local Government Act 2020* states that a Mayor, Deputy Mayor or Councillor may elect:

- a) to receive the entire allowance to which they are entitled; or
- b) to receive a specified part of the allowance to which they are entitled; or
- c) to receive no allowance.

COMMUNITY ENGAGEMENT

Before making the Determination, the Tribunal published notice of its intention to make a Determination, including details about the proposed Determination, and invited submissions. A total of sixteen submissions were received.

POLICY CONSIDERATIONS

Council Plan

Deliver: We are committed to delivering quality services and infrastructure that meets the needs of our community. We aim to strengthen the Council's governance and provide improved, customer-focused experiences.

Regional, State and National Plans, Policies and Legislation

This report is aligned with the following legislation, council policies and key strategic documents:

- Local Government Act 2020
- Victorian Independent Remuneration Tribunal
- Strathbogie Shire Council Governance Rules
- Councillor Expenses Policy

RISK CONSIDERATIONS

This report has identified the following risk(s):

Risk(s)	Likelihood	Consequence	Rating	Mitigation Action
Failure to comply with legislation results in poor governance outcomes	Possible	Moderate	Low	Apply the requirements and legislation in the <i>Local</i> <i>Government Act 2020</i> Victorian and Independent Remuneration Tribunal determination.

LEGAL CONSIDERATIONS

The payment of allowances for elected councillors is made in accordance with Section (39) of the *Local Government Act 2020,* and the determination of the Victorian Independent Remuneration Tribunal.

CONFLICT OF INTEREST DECLARATION

No Council officers and/or contractors who have provided advice in relation to this report have declared a general or material conflict of interest regarding the matter under consideration.

TRANSPARENCY

In the interests of transparency and open and honest communication with our community this report is presented to a public Council meeting.

FINANCIAL VIABILITY CONSIDERATIONS

The Council approved budget each year includes provision for the mayoral allowance, deputy mayor allowance and the councillor allowances.

COLLABORATION

There is no requirement for external stakeholder collaboration in this process.

HUMAN RIGHTS CONSIDERATIONS

There are no human rights implications arising from this report.

CONCLUSION

Elected Councillors will be paid allowances in accordance with the Victorian Independent Remuneration Tribunal Determination which provided an annual adjustment to the values of the allowance payable to Mayors, Deputy Mayors and Councillors. The adjusted allowances were effective from 1 July 2025.

ATTACHMENTS

Nil

11.4.6 Record of Informal Meeting of Councillors June 2025

AUTHOR Governance Officer

RESPONSIBLE DIRECTOR Director People and Governance

EXECUTIVE SUMMARY

In accordance with Section (114) of the Strathbogie Shire Council Governance Rules, if there is a meeting of Councillors that:

- is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors
- is attended by at least one member of Council staff, and
- is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting, these are known as Informal Meetings of Councillors.

The Chief Executive Officer must ensure that a summary of the matters discussed at the meeting are:

- tabled at the next convenient Council meeting
- recorded in the minutes of that Council meeting.

The details of the Record of Informal Meetings of Councillors for the period 1 June 2025 to 30 June 2025 are shown in the attachments below.

RECOMMENDATION

That Council:

Note the Record of Informal Meetings of Councillors from 1 June 2025 to 30 June 2025.

CONFLICT OF INTEREST DECLARATION

No Council officers and/or contractors who have provided advice in relation to this report have declared a general or material conflict of interest regarding the matter under consideration.

TRANSPARENCY

This report will be presented to Council in a Council meeting, open to the public and live streamed to the public.

ATTACHMENTS

- 1. 20250603 Record of Informal Meetings of Councillors
- 2. 20250610 Record of Informal Meetings of Councillors
- 3. 20250617 Record of Informal Meetings of Councillors
- 4. 20250625 Record of Informal Meetings of Councillors

Record of Informal Meetings of Councillors

	Title	Councillor Briefing				
Meeting Details	Date and Time	3 June 2025 at 11:00 am				
	Location	Euroa Conference Room				
	Councillors	 Mayor Cr Ewart-Kennedy Deputy Mayor Cr Jeffery Cr Binks 	Cr HalsallCr HollowayMarg Allan			
Present	Officers	 Rachelle Quattrocchi – Chief Executive Officer Amanda Tingay – Director People and Governance Rachael Frampton – Director Community and Planning Michelle Harris – Interim Media and Communications Manager Oliver McNulty – Director Sustainable Infrastructure Greg Underhill- Manager Digital Innovation and Technology Nicole Hose – Business Analyst Kerry Lynch – Governance Officer 				
	Guest Speakers					
	Apologies	Cr Stevens				

Disclosures of Conflict of Interests

Disclosure of Interests are to be made immediately prior to any relevant item being discussed (*Local Government Act 2020* - Section 131)

Matters	Matters Considered		
1	ICT Update	None	
2	Drought Matters	None	
3	Review submissions for Integrated Strategic Plans for Extraordinary Council Meeting 3/6/25	None	
4	Councillor feedback on Integrated Strategic Plans following public hearing	None	

The meeting concluded at 5:00 pm

Record completed by	Officer Name - Officer Title	Kerry Lynch, Governance Officer
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Record of Informal Meetings of Councillors

	Title	Councillor Briefing				
Meeting Details	Date and Time	10 June 2025 at 9:00 am				
	Location	Euroa Conference Room				
	Councillors	 Deputy Mayor Cr Jeffery Cr Binks Cr Stevens 	Cr HalsallCr CarlsonMarg Allan (Monitor)			
Present	Officers	 Rachelle Quattrocchi – Chief Executive Officer Amanda Tingay – Director People and Governance Rachael Frampton – Director Community and Planning Michelle Harris – Interim Media and Communications Manage Oliver McNulty – Director Sustainable Infrastructure Kerry Lynch – Governance Officer 				
	Guest Speakers					
	Apologies	Cr Ewart-Kennedy, Cr Holloway				

Disclosures of Conflict of Interests

Disclosure of Interests are to be made immediately prior to any relevant item being discussed (*Local Government Act 2020* - Section 131)

Matters	Matters Considered		
1	Advocacy Updates	None	
2	Planning Matters	None	
3	Capital Works Update	None	
4	4 Review draft Council Meeting Agenda 17 June 2025		

The meeting concluded at 5:00 pm

Record completed by	Officer Name - Officer Title	Kerry Lynch, Governance Officer
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Record of Informal Meetings of Councillors

	Title	Councillor Briefing 17 June 2025 at 9:45 am Euroa Conference Room		
Meeting Details	Date and Time			
	Location			
	Councillors	 Cr Ewart Kennedy Cr Binks Cr Stevens Cr Carlson Marg Allan (Monitor) 		
Present	Officers	 Rachelle Quattrocchi – Chief Executive Officer Amanda Tingay – Director People and Governance Rachael Frampton – Director Community and Planning Michelle Harris – Interim Media and Communications Manager Oliver McNulty – Director Sustainable Infrastructure Kerry Lynch – Governance Officer Kate McKernan – Manager Community and Culture Jean McKinnon – Community Development Officer 		
	Guest Speakers	Inland Rail – Scott Anderson, Caitlin Riley, Kirsten Lingard, Russell Hamilton Urbanfold – Carley Wright		
	Apologies	Cr Jeffery		

Disclosures of Conflict of Interests

Disclosure of Interests are to be made immediately prior to any relevant item being discussed (*Local Government Act 2020* - Section 131)

Matters Considered		Disclosures and Comments
1	2025 Community Grant Recipients	None
2	Euroa Railway Precinct Masterplan	None
3	Inland Rail Updates	None
4	Review Agenda Council Meeting 17 June 2025	Cr Stevens Item 11.4.1 General Conflict
5	Conference Opportunities – RCV Annual Forum	None

The meeting concluded at 3:30 pm

Record completed by	Officer Name - Officer Title	Kerry Lynch, Governance Officer
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Record of Informal Meetings of Councillors

	Title	Meeting with Submitters		
Meeting Details	Date and Time	25 June 2025 at 3:00 pm		
	Location	n Nagambie Office Meeting Room		
	Councillors	Cr Ewart KennedyCr Binks	Cr Halsall Cr Stevens	
Present	Officers	 Rachael Frampton – Director Community and Planning Oliver McNulty – Director Sustainable Infrastructure Daniel Maloney – Senior Strategic Planner 		
	Guest Speakers	Municipal Community Members		
	Apologies			

Disclosures of Conflict of Interests

Disclosure of Interests are to be made immediately prior to any relevant item being discussed (*Local Government Act 2020* - Section 131)

Matters Considered		Disclosures and Comments
1	Elloura C92 Nagambie	None

The meeting concluded at 4:00 pm

Record completed by		Rachael Frampton Director Community and Planning
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11.5 Communications, Engagement and Advocacy

Nil reports

12 Notice of Motion

Nil

- 13 Notice of Rescission
- Nil
- 14 Urgent Business

Nil

15 Confidential Business

15.1 Chief Executive Officer Performance Plan

To be Confidential in accordance with Section 66(2)(A) and Part 1, Section 3 Definitions of the *Local Government Act 2020* –

(h) confidential meeting information, being the records of meetings closed to the public under section 66(2)(a)

CLOSURE OF THE MEETING TO THE PUBLIC TO CONSIDER MATTERS DEEMED CONFIDENTIAL IN ACCORDANCE WITH SECTION 66(2)(A) AND PART 1, SECTION 3 DEFINITIONS OF THE LOCAL GOVERNMENT ACT 2020

An authorised Confidential Business Certificate is attached to the agenda.

MOTION

That Council:

In conformance with Section 66(2)(A) and the definitions for confidential matters under Part 1, Section 3 Definitions of the *Local Government Act 2020* (the Act), resolve to close the meeting to the public:

Chief Executive Officer Performance Plan

The livestreaming of the meeting to the public closed atpm

MOTION

That Council:

Reopen the meeting to the public.

The livestreaming of the meeting to the public recommenced at pm.

Confirmation of Confidential Business Decisions

MOTION

That the decisions made in camera be ratified by Council.

Strathbogie

STRATHBOGIE SHIRE COUNCIL

CONFIDENTIAL BUSINESS CERTIFICATE DESIGNATION OF A MATTER UNDER SECTION 66(2) OF THE *LOCAL GOVERNMENT ACT 2020*

COUNCIL MEETING DATE: 15 July 2025

ITEM 15.1 Confidential Business

That the following matter be listed for Confidential Business, and the meeting be closed to the members of the public:

- Chief Executive Officer Performance Plan

DESIGNATION UNDER S. 66(2) OF THE LOCAL GOVERNMENT ACT 2020			
(a)	the meeting is to consider confidential information	Х	
(b)	security reasons		
(c)	to enable the meeting to proceed in an orderly manner		

IF THE MEETING IS TO CONSIDER CONFIDENTIAL INFORMATION, WHY IS THE INFORMATION CONFIDENTIAL? (explain with reference to the categories of Confidential Information under S.3(1) of the *Local Government Act 2020*):

- (f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs
- (h) confidential meeting information, being the records of meetings closed to the public under section 66(2)a

DECISION TO BE MADE

The report relates to the confidential matters regarding the Chief Executive Officer Performance Plan.

WILL THIS ITEM BE MADE PUBLICLY AVAILABLE (Note: this refers to the detail of the item. A Council resolution will be made which discloses as much as possible without compromising the confidential aspects of the matter):

YES

If yes, date of release:

A statement will be made on 15 July 2025 following the consideration of the confidential report.

Strathbogie

SIGN OFF - CLOSURE OF MEETING TO THE PUBLIC
Submitting Mayor:
Signature:
Date: 1.1.78.1.25

SIGN OFF – CEO EMPLOYMENT AND REMUNERATION COMMITTEE

Cr Claire Ewart-Kennedy, Representative CEO Employment and Remuneration Committee

Signature:

	1 .7	25
Date:		$1 \ll 2$

16 Next Meeting

The next meeting of the Strathbogie Shire Council will be held on 19 August 2025 at the Euroa Community Conference Centre commencing at 4:00 pm.

There being no further business the meeting closed atpm.