

Strathbogie Shire Council

Council Meeting Agenda

Statutory Meeting

18 November 2025 at 10:00 am

Agenda

Statutory Meeting

18 November 2025 at 10:00 am

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-and-minutes/>

Councillors

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

Officers

Rachelle Quattrocchi	Chief Executive Officer
Amanda Tingay	Director People and Governance
Oliver McNulty	Director Sustainable Infrastructure
Rachael Frampton	Director Community and Planning
Sharon Rainsbury	Executive Manager Communications, Advocacy and Customer Service
Kerry Lynch	Governance Officer

Order of Business

1 Welcome	4
2 Acknowledgement of Country	4
3 Privacy Notice	4
4 Governance Principles	4
5 Apologies/Leave of Absence	5
6 Disclosure of Conflicts of Interest	5
7 Officer Reports	6
7.1 Corporate	6
7.1.1 Determination of Mayoral Term of Office	6
7.1.2 Election of the Mayor	8
7.1.3 Election of the Deputy Mayor	12
7.1.4 Provision of Mayoral Motor Vehicle	15
7.1.5 Determination of Board/Committee Representations 2025-26	17
8 Next Meeting	19

Meeting Procedure

1 Welcome

From Chief Executive Officer Rachelle Quattrocchi

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 ([Council Meetings and Minutes | Strathbogie Shire](#)) 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 Officer Reports

7.1 Corporate

7.1.1 Determination of Mayoral Term of Office

AUTHOR Governance Officer

RESPONSIBLE DIRECTOR Director People and Governance

EXECUTIVE SUMMARY

Section 25 of the *Local Government Act 2020* provides that at a meeting of the Council that is open to the public, the Councillors must elect a Councillor to be the Mayor of the Council and must be determined by resolution of Council whether the Mayor is to be elected for a one year or two-year term.

RECOMMENDATION

1. That Council determines the Mayor be elected for a term of one (1) year.
2. That Council determines the Deputy Mayor will be elected for a period of one (1) year, should Councillors choose to establish the office of Deputy Mayor.

PURPOSE AND BACKGROUND

To determine the term of office of the Mayor and Deputy Mayor of Strathbogie Shire Council under Section 26 of the *Local Government Act 2020*.

ISSUES, OPTIONS AND DISCUSSION

In addition, Section 26 (3) of the *Local Government Act 2020* states 'that before the election of the Mayor, a Council must determine by resolution whether a Mayor is to be elected for one year or a two-year term.'

Under section 26(4), if the Mayor is elected for a one-year term, the next election of the Mayor must be held on a day to be determined by the Council that is as close to the end of the one-year term as is reasonably practicable.

The term of office for the Mayor also applies to the term of office for the Deputy Mayor as described in section (27) of the Act if the elected Councillors choose to establish the office of the Deputy Mayor.

POLICY CONSIDERATIONS

Council Plan

This report is consistent with the following key strategic focus areas and or actions in the 2025-29 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*
- Governance Rules

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	Adhere to and apply the requirements and legislation in the <i>Local Government Act 2020</i> and Strathbogie Shire Council Governance Rules

LEGAL CONSIDERATIONS

In accordance with sections 26(3) and 27 of the *Local Government Act 2020*, before the election of the Mayor, a Council must determine by resolution whether the Mayor and Deputy Mayor are to be elected for a one year or a two year term.

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.

HUMAN RIGHTS CONSIDERATIONS

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

CONCLUSION

It has been the practice at Strathbogie Shire to appoint a Mayor and Deputy Mayor for one (1) year. It is considered prudent to retain this practice given the growing demands on the Mayoral role under the Act.

ATTACHMENTS

Nil

7.1.2 Election of the Mayor

AUTHOR Governance Officer

RESPONSIBLE DIRECTOR Director People and Governance

EXECUTIVE SUMMARY

Under section (12) of Strathbogie Shire Council's Governance Rules, the Chief Executive Officer must facilitate the election of the Mayor in accordance with the provisions of the *Local Government Act 2020* (section 25(3)(a) and (b)).

The role and functions of the Mayor are set out in Section (18) of the *Local Government Act 2020* and include:

- the holder of this office is the chair at Council meetings
- is the leader of the councillors
- acts as the principal spokesperson for Council
- and carries out civic and ceremonial duties on behalf of Council.

RECOMMENDATION

As the Election of the Mayor is conducted in accordance with Strathbogie Shire Council Governance Rules no Council resolution is required.

PURPOSE AND BACKGROUND

To elect a Councillor to the office of Mayor of Strathbogie Shire Council.

The election of the Mayor must be chaired by the Chief Executive Officer (CEO) until the Mayor is elected and subject to section (25), be conducted in accordance with the Council's Governance Rules.

Following the election of the Mayor, the elected Mayor will be invited by the Chief Executive Officer to make a short ceremonial speech.

The Chief Executive Officer will invite the elected Mayor to assume the Chair. The elected Mayor will take the chair for the remainder of the meeting.

ISSUES, OPTIONS AND DISCUSSION

Under section 25(1) of the *Local Government Act 2020*, a Mayor must be elected at a meeting that is open to the public. Any Councillor is eligible to be elected as Mayor.

Section (12) of the Strathbogie Shire Council Governance Rules sets out the requirements for determining the election of the Mayor:

- 12.1 The Chief Executive Officer must open the meeting at which the Mayor is to be elected and invite nominations for the office of Mayor from those Councillors present.
- 12.2 Nominations for the office of Mayor do not require a seconder.

- 12.2.1 The Chief Executive Officer shall ask each nominee, other than when self-nominated, if they accept the nomination.
- 12.3 Once nominations for the office of Mayor have been received and accepted, the following provisions will govern the election of the Mayor:
- 12.3.1 if there is only one nomination, the candidate nominated must be declared to be duly elected.
 - 12.3.2 if there is more than one nomination the Councillors present at the meeting must vote for one of the candidates, in the order of which nominations are received.
 - 12.3.3 in the event of a candidate receiving an absolute majority of the votes, that candidate is declared to have been elected. For the purposes of this Rule, and in accordance with the Act, an absolute majority means greater than half of the total number of Councillors of the Council.
 - 12.3.4 in the event that no candidate receives an absolute majority of the votes, and it is not resolved to conduct a new election at a later date and time, the candidate with the fewest number of votes must be declared to be a defeated candidate and the Councillors present at the meeting must then vote for one of the remaining candidates.
 - 12.3.5 if one of the remaining candidates receives an absolute majority of the votes, they are duly elected but if none of the remaining candidates receives an absolute majority of the votes, the process of declaring the candidates with the fewest number of votes a defeated candidate and voting for the remaining candidates must be repeated until one of the candidates receives an absolute majority of the votes and that candidate must then be declared to have been duly elected.
 - 12.3.6 in the event of two or more candidates having an equality of votes and one of them having to be declared:
 - 12.3.6.1 a defeated candidate; and
 - 12.3.6.2 duly elected
 - 12.3.6.3 the declaration will be determined by lot; and
 - 12.3.6.4 if a lot is conducted, the Chief Executive Officer will have the conduct of the lot and the following provisions will apply:
 - 12.3.6.4.1 each candidate will draw one lot
 - 12.3.6.4.2 the order of drawing lots will be determined by the alphabetical order of the surnames of the Councillors who received an equal number of votes except that if two or more such Councillors surnames are identical, the order will be determined by the alphabetical order of the Councillors first names; and
 - 12.3.6.4.3 as many identical pieces of paper as there are Councillors who received an equal number of votes must be placed in a receptacle. If the lot is being conducted to determine who is a defeated candidate, the word "Defeated" will be written

on one of the pieces of paper, and the Councillor who draws the paper with the word "Defeated" written on it must be declared the defeated candidate in which event a further vote must be taken on the remaining candidates unless there is only one candidate remaining, in which case that candidate will be declared to have been duly elected.

POLICY CONSIDERATIONS

Council Plan

This report is consistent with the following key strategic focus areas and or actions in the 2025-29 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*
- Strathbogie Shire Council Governance Rules

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	Adhere to and apply the requirements and legislation in the <i>Local Government Act 2020</i> and Strathbogie Shire Council Governance Rules

LEGAL CONSIDERATIONS

Section 25 (1) of the *Local Government Act 2020* states that at a Council meeting that is open to the public, the Councillors must elect a Councillor to be the Mayor of the Council.

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.

FINANCIAL VIABILITY CONSIDERATIONS

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

HUMAN RIGHTS CONSIDERATIONS

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

CONCLUSION

The election of Mayor is a key milestone in Council's annual agenda. The process outlined in this paper will ensure that the election is conducted in accordance with the relevant requirements under the *Local Government Act 2020* and Governance Rules.

ATTACHMENTS

Nil

7.1.3 Election of the Deputy Mayor

AUTHOR Governance Officer

RESPONSIBLE DIRECTOR Director People and Governance

EXECUTIVE SUMMARY

Following an election, Councillors elect the Mayor from amongst themselves and may chose to elect a Deputy Mayor.

If a Council chooses to establish an office of Deputy Mayor, the Deputy Mayor must be elected by an absolute majority of Councillors at a meeting that is open to the public.

Where a Council has established an office of Deputy Mayor, Deputy Mayors must perform the role of the Mayor, and may exercise the Mayoral powers, in any of the following circumstances:

- when the Mayor is unable for any reason to attend a Council meeting, or part of a Council meeting
- when the Mayor is incapable of performing the duties of the office of Mayor for any reason, including illness
- when the office of Mayor is vacant.

RECOMMENDATION

As the Election of the Deputy Mayor is conducted in accordance with Strathbogie Shire Council Governance Rules no Council resolution is required.

PURPOSE AND BACKGROUND

In accordance with section (25) of the *Local Government Act 2020* to elect a Councillor to the position of Deputy Mayor.

ISSUES, OPTIONS AND DISCUSSION

The election of a Deputy Mayor follows the same process as the election of the Mayor. Section (25) of the *Local Government Act 2020*, other than subsection (3)(a) applies to the election of a Deputy Mayor by the Councillors as if any reference in that section to the Mayor was a reference to the Deputy Mayor.

Governance rule (13) means any election for the office of Deputy Mayor is regulated by rules 10 to 12 inclusive (Election of the Mayor), however reference to the Chief Executive Officer becomes a reference to the Mayor.

POLICY CONSIDERATIONS

Council Plan

This report is consistent with the following key strategic focus areas and or actions in the 2025-29 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*
- Strathbogie Shire Council Governance Rules

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	Adhere to and apply the requirements and legislation in the <i>Local Government Act 2020</i> and Strathbogie Shire Council Governance Rules

LEGAL CONSIDERATIONS

The *Local Government Act 2020* section 20A (1) states Council may establish an office of Deputy Mayor.

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.

FINANCIAL VIABILITY CONSIDERATIONS

The annual Council approved budget makes provision for the Deputy Mayor allowance.

HUMAN RIGHTS CONSIDERATIONS

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

CONCLUSION

Strathbogie Shire Council has historically chosen to elect a Councillor to the office of Deputy Mayor in accordance with *Local Government Act 2020* section 20A (1). The process outlined in this report will ensure that the election is conducted in accordance with the relevant requirements under the *Local Government Act 2020* and the Governance Rules.

ATTACHMENTS

Nil

7.1.4 Provision of Mayoral Motor Vehicle

AUTHOR Governance Officer

RESPONSIBLE DIRECTOR Director People and Governance

EXECUTIVE SUMMARY

Council has previously determined that a vehicle would be provided for use by the Mayor. The offer of the provision of a vehicle is at the discretion of the elected Mayor.

Council may also determine whether the Mayor sacrifices an amount for the additional cost of having full private use of the mayoral vehicle.

RECOMMENDATION

That Council:

- 1. Determine that a motor vehicle be made available for the Mayor with full private use**
- 2. Determine the monthly contribution to the upkeep of that vehicle to be deducted from the Mayor's allowance, at \$235 per calendar month for the use of the vehicle.**

PURPOSE AND BACKGROUND

In accordance with the Councillor Expenses Policy, Council may determine whether a motor vehicle is provided for use by the Mayor.

ISSUES, OPTIONS AND DISCUSSION

Previously, the Mayor has been provided with a motor vehicle and the serving Mayor agreed to sacrifice an amount of \$235 per month from the Mayoral Allowance.

The Councillor Expenses Policy identifies that this monthly contribution is currently paid by the Mayor. It is recommended that the practice of the Mayoral contribution to the upkeep of the Mayoral vehicle continue.

POLICY CONSIDERATIONS

This report is consistent with the following key strategic focus areas and or actions in the 2025-29 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 Councillor Expenses Policy.

RISK CONSIDERATIONS

This report has identified the following risk(s):

Risk(s)	Likelihood	Consequence	Rating	Mitigation Action
Failure to implement sound financial decisions around allowance and entitlement allocations may result in poor governance outcomes	Possible	Moderate	Low	Adhere to Councillor Expense Policy

LEGAL CONSIDERATIONS

The provision and requirements of the mayoral motor vehicle are set out in the Councillor Expenses Policy.

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.

FINANCIAL VIABILITY CONSIDERATIONS

The cost of the provision of a mayoral motor vehicle is considered in each year's annual approved budget.

HUMAN RIGHTS CONSIDERATIONS

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

CONCLUSION

Council determines that a vehicle will be provided for use by the Mayor and/or Councillors and identifies that a monthly contribution will be paid by the Mayor for full private use of the mayoral vehicle.

ATTACHMENTS

Nil

7.1.5 Determination of Board/Committee Representations 2025-26

AUTHOR Governance Officer

RESPONSIBLE DIRECTOR Director People and Governance

EXECUTIVE SUMMARY

Council appoints Councillors to Council committees and as delegates to represent Council on external and other committees, generally for a term of one year.

The Councillor representative's role is to attend meetings on behalf of Council and to provide Council with briefings and updates on the matters/issues raised for further discussion by the Council as a whole.

RECOMMENDATION

That Council:

Appoints Councillors to Council committees and as delegates to represent Council on external and other committees as set out for 2025-26 Committee and Board Representations.

Committee	Council Representation	Elected Representative
Chief Executive Officer Employment and Remuneration Committee	- Mayor - Two Councillors	
Audit and Risk Committee	- Mayor - One Councillor - One substitute Councillor	
Municipal Association of Victoria (MAV)	- Mayor - One substitute Councillor	
Municipal Association of Victoria (MAV) Emergency Management Forum	One Councillor	
Victorian Local Governance Association (VLGA)	One Councillor	
Rural Councils Victoria (RCV)	Two Councillors	
Hume Region Local Government Network	Mayor	
Goulburn Valley Regional Library Corporation	One Councillor	
Calder Woodburn Memorial Avenue Advisory Committee	One Councillor	
Goulburn Murray Climate Alliance (GMCA)	- One Councillor - One substitute Councillor	

Community Safety Forum	• One Councillor • One Executive Officer		
Road Safe Goulburn Valley	• One Councillor		

PURPOSE

The purpose of this report is to confirm that Councillor representation is approved and to nominate the identified number of Councillor representatives on the various groups and bodies.

ISSUES, OPTIONS AND DISCUSSION

Appointing delegates to external and internal committees is an important governance and operational practice. Appointing delegates:

1. Strengthens Representation and Advocacy
2. Improves Governance and Accountability
3. Enhances Communication and Information Flow
4. Builds Expertise and Organisational Knowledge
5. Ensures Continuity and Consistency
6. Supports Collaboration and Partnerships

A summary of the committee or organisation, along with the representation requirement from Council is outlined below.

Committee	Council Representation
Chief Executive Officer Employment and Remuneration Committee	• Mayor • Two Councillors
Audit and Risk Committee	• Mayor • One Councillor • One substitute Councillor
Municipal Association of Victoria (MAV)	• Mayor • One substitute Councillor
Municipal Association of Victoria (MAV) Emergency Management Forum	• One Councillor
Victorian Local Governance Association (VLGA)	• One Councillor
Rural Councils Victoria (RCV)	• Two Councillors
Hume Region Local Government Network	• Mayor
Goulburn Valley Regional Library Corporation	• One Councillor
Calder Woodburn Memorial Avenue Advisory Committee	• One Councillor
Goulburn Murray Climate Alliance (GMCA)	• One Councillor • One substitute Councillor

Community Safety Forum	• One Councillor • One Executive Officer
Road Safe Goulburn Valley	• One Councillor

POLICY CONSIDERATIONS

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

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.

HUMAN RIGHTS CONSIDERATIONS

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

CONCLUSION

Appointing representatives as delegates to committees strengthens governance obligations and improves internal and external relationships with relevant stakeholders.

ATTACHMENTS

Nil

8 Next Meeting

The next meeting of Strathbogie Shire Council will be held on 18 November 2025 at the Euroa Community Conference Centre commencing at 4:00 pm.

9. Close of Meeting

There being no further business the meeting closed at