

Strathbogie Shire Council

Council Meeting Agenda

21 January 2025

Agenda

Council Meeting

21 January 2025 at 4:00pm

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

Mayor Cr Ewart-Kennedy
Deputy Mayor Cr Jeffery
Cr Binks
Cr Carlson
Cr Halsall
Cr Holloway
Cr Stevens

Municipal Monitor

Marg Allan

Officers

Tim Tamlin	Interim Chief Executive Officer
Amanda Tingay	Director People and Governance
Brian Doyle	Acting Director Sustainable Infrastructure
Rachael Frampton	Director Community and Planning
Kerry Lynch	Governance Officer

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Meeting Procedure

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 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 gives effect to the overarching governance principles stated in Section 9(2) of the *Local Government Act 2020*. These principles are as follows:

1. Council decisions are to be made and actions taken in accordance with the relevant law
2. priority is to be given to achieving the best outcomes for the municipal community, including future generations
3. the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted
4. the municipal community is to be engaged in strategic planning and strategic decision making
5. innovation and continuous improvement 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

Michelle Harris, Interim Media and Communications Manager

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 [Council Meetings and Minutes | Strathbogie Shire](#) pending confirmation at this meeting.

RECOMMENDATION

That the Minutes of the Council Meeting held on 10 December 2024 be confirmed as a true and accurate record of the meeting.

8 Petitions

8.1 Petition Euroa Swimming Club - Volunteers to Extend Opening Hours of Euroa Swimming Pool

A Petition was received on 17 December 2024, from Greg Rowe on behalf of the Euroa Swimming Club, requesting Council support for extended use of the Euroa Swimming Pool, through the utilisation of a group of Volunteers to support the extension of operating hours.

The petition was signed by eighteen people.

A redacted copy of the petition is attached.

RECOMMENDATION

That Council:

- 1. Receive and note the petition in relation to council support for extended utilisation of the Euroa Swimming Pool through the utilisation of a group of volunteers**
- 2. That the petition be referred to the Director Community and Planning for consideration and response.**

ATTACHMENT

1. Petition from Euroa Swimming Club

Petition to form Euroa Swimming Club - all volunteer based. Hours from - earlier mornings. Please give greg a call regarding this.

PETITION TO SUPPORT MENTAL HEALTH AWARENESS



Subject of Petition To Garner support of volunteers to extend opening hours of Euroa Swimming Pool
 We, the undersigned : Greg Rowe

Principal Petitioner	Contact Address	Signature

Name	Phone Number	Address	Signature
L MAWSON			L. Mawson
T. SAYLETT			T. SAYLETT
MARY PERRO			Mary Perro
MARGARET WA			Margaret Wa
Bob Bruce			Bob Bruce
Faye Mollison			Faye Mollison
Coral Bruce			Coral Bruce
Sandy Mitchell			Sandy Mitchell
H. Bury			H. Bury
Mary Bunker			Mary Bunker
Bonnie McKinn			Bonnie McKinn
Nancy McLean			Nancy McLean
Chis Day			Chis Day
Kelli Hitt			Kelli Hitt
Jill Taylor			Jill Taylor
John Reding			John Reding

All petition should be forwarded to: _____

SHIRE OF STRATHBOGIE	
Doc Id:	Chq:
17 DEC 2024	
Refer to:	
Library:	DB/

PETITION TO SUPPORT MENTAL HEALTH AWARENESS



Subject of Petition To Garner support of volunteers to extend opening hours of Euroa Swimming Pool
We, the undersigned : _____

Principal Petitioner	Contact Address	Signature

Name	Phone Number	Address	Signature
<i>Peter Rice</i> PETER RICE	[REDACTED]	[REDACTED]	<i>Peter Rice</i> Peter Rice

All petition should be forwarded to: _____

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 [form](#) for completion and lodgement, and associated [Procedural Guidelines](#), can be found on Council's website at www.strathbogie.vic.gov.au.

As the questions are a permanent public record and to meet the requirements of the *Privacy and Data Protection Act 2014*, only the initials of the person asking the question will be used 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 November to 3 December 2024

AUTHOR Manager Planning and Investment

RESPONSIBLE DIRECTOR Director Community and Planning

EXECUTIVE SUMMARY

This report lists all Planning Applications Received (Attachment one) and Planning Applications Determined (Attachment two) from 1 November to 3 December 2024. Due to the timing of this Council Meeting, the Planning Application data for the remainder of December 2024 was not available. This data will be provided once reporting for the new Greenlight software system has been fully developed.

It is noted that there were seventeen (17) new planning applications received, and eighteen (18) planning applications decided on during the reporting period.

The latest available Planning Permit Activity Performance (PPARS) figures for November 2024 have not been included in this report as there are currently inaccuracies in the monthly report. Officers are working with PPARS to rectify this and will provide these figures at a future council meeting once the report has been updated. Attachment three to this report provides an update on current Victorian Civil and Administrative Tribunal (VCAT) appeals.

The contents of this report are provided for information purposes only, the listing of current planning applications on public display can be found on Council's website.

The provision of this standard monthly report is consistent with Council's adopted Planning Applications Referral to Council Policy (September 2023).

RECOMMENDATION

That Council:

- 1. Receive the report**
- 2. Note that there were seventeen (17) new planning applications received, and eighteen (18) planning applications decided on from 1 November to 3 December 2024.**

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 works take 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.

RISK CONSIDERATIONS

This report has identified the following risk(s):

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

Conflict of Interest Declaration

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

Transparency

This report continues to demonstrate that Council is being transparent in its position in relation to all applications received and determined by the Council.

CONCLUSION

This report is provided for Council to note the current planning permit application activity.

ATTACHMENTS

Attachment 1: Planning Applications Received

Attachment 2: Planning Applications Determined

Attachment 3: Current VCAT Appeals

Planning Applications Received 1 November to 3 December 2024

Site Address	Application Number Display	Application Description	Applicant Name	Cost Of Works
12 Noble Street, Euroa VIC 3666	P2024-112	Two (2) Lot Subdivision; Development of land for the construction of a dwelling	Dr Tom Hudson	\$300,000.00
599 Avenel-Longwood Road, Longwood VIC 3665	P2024-113	Development of land for an extension to a dwelling	Studio Three Design & Drafting Pty Ltd	\$100,000.00
19-25 Hinton Street, Euroa VIC 3666	P2024-109	Development of land for a two (2) lot subdivision	Planography Pty Ltd	\$0.00
4 Mernda Avenue, Euroa VIC 3666	P2024-114	Development of land for a two (2) lot subdivision	Planography Pty Ltd	\$0.00
286 High Street, Nagambie VIC 3608	P2024-108	Development of land for an extension to a building	Nagambie Mechanics Institute	\$150,000.00
979 Creek Junction Road, Creek Junction VIC 3669	P2024-115	Development of land for the installation of a swimming pool	Albatross Pools	\$0.00
14 Main Street, Strathbogie VIC 3666	P2024-116	Development of land for a second dwelling; Boundary realignment	Douglas Watson	\$200,000.00
1591 Euroa-Strathbogie Road, Kelvin View VIC 3666	P2024-117	Use and development of land for a dwelling and group accommodation	Golden Age Homes	\$800,000.00
24 Goulburn Views Drive, Kirwans Bridge VIC 3608	P2024-119	Development of land for the extension of a dwelling	Aspect Planning Services	\$200,000.00
3 Tucknotts Lane, Euroa VIC 3666	P2024-118	Development of land for an extension to a dwelling	Lecadli Design and Drafting	\$200,000.00
149 Verges Lane, Whroo VIC 3612	P2024-051 - PC3	Use and development of land for a dwelling	Spiire	\$0.00
2 Woodlea Court, Kirwans Bridge VIC 3608	P2024-121	Development of land for an extension to a dwelling	Diane Judd-Campbell	\$250,000.00
1956 Upton Road, Upton Hill VIC 3664	P2024-122	Development of land for an additional poultry shed	Planography Pty Ltd	\$90,000.00
10 Nelson Street, Euroa VIC 3666	P2024-120	Development of land for the construction of two (2) dwellings; Two (2) lot subdivision	Gayle Mawson c/o Chris Smith & Associates	\$490,000.00
54 Birkett Street, Euroa VIC 3666	P2024-123	Development of land for a two (2) lot subdivision; Use and development of land for a dwelling	Planography Pty Ltd	\$320,000.00
59 Starling Road, Locksley VIC 3665	P2022-047 - 1	Use and Development for a Dwelling and Host Farm - Change to proposed dwelling floorplan and siting	Mary (Louise) Taylor	\$0.00
69 Loddings Lane, Nagambie VIC 3608	P2024-125	Native Vegetation Removal	Discovery Parks Nagambie Lakes	\$0.00

Planning Applications Determined 1 November to 3 December 2024

Site Address	Application Number Display	Application Description	Applicant Name	Cost Of Works	Decision
4 Clifton Street, Euroa VIC 3666	P2024-095	Development of land for an extension to a dwelling and alteration of access to a Transport 2 Zone Road.	Bruce Mactier Building Designers	\$300,000.00	Issued
5 Bank Street, Avenel VIC 3664	P2024-078	Changes to Liquor License - Extension to operating hours; change of license to a General License; and increase in number of patrons	Pinky Swear (Australia) Pty Ltd	\$0.00	Issued
599 Avenel-Longwood Road, Longwood VIC 3665	P2024-113	Development of land for an extension to a dwelling	Studio Three Design & Drafting Pty Ltd	\$100,000.00	Application Withdrawn
Oconnors Road, Mangalore VIC 3663	P2023-032 - 1	Use and Development of Land for a Dwelling and Construction of a Farm Shed	Adrian Finnigan	\$0.00	Issued
Lobbs Lane, Nagambie VIC 3608	P2021-029	Approval of a Development Plan	Parklea Pty Ltd	\$0.00	Application Withdrawn
12 Noble Street, Euroa VIC 3666	P2024-112	Two (2) Lot Subdivision; Development of land for the construction of a dwelling	Dr Tom Hudson	\$300,000.00	Application Withdrawn
9-11 Palmer Avenue, Euroa VIC 3666	P2022-126 - 1	Amendment to the permit for Development of Four Dwellings and a Four Lot Subdivision	Streamline Logic Pty Ltd	\$0.00	Lapsed
Lot 16 Arcadia Two Chain Road, Arcadia South VIC 3631	P2024-082	Use and development of land for the construction of a dwelling and domestic shed	Planography Pty Ltd	\$450,000.00	Issued
50 Templeton Street, Euroa VIC 3666	P2024-098	Development of land for the construction of a small second dwelling	Planography Pty Ltd	\$0.00	Issued
979 Creek Junction Road, Creek Junction VIC 3669	P2024-115	Development of land for the installation of a swimming pool	Albatross Pools	\$0.00	Issued
209 High Street, Nagambie VIC 3608	P2023-059 - 1	Amendment to the permit for Development of land for three units and a three lot subdivision	Bruce Mactier Building Designers	\$950,000.00	Issued
109 Bonnie Doon Road, Marraweeney VIC 3669	P2023-111	Construction of a Replacement Dwelling	Laura Taylor	\$580,000.00	Issued
2 Blayney Lane, Nagambie VIC 3608	P2024-101	Six lot subdivision with common property	Aspect Planning Services	\$25,000.00	Issued
149 Verges Lane, Whroo VIC 3612	P2024-051 - PC3	Use and development of land for a dwelling	Spiire	\$0.00	Issued
1943 Creightons Creek Road, Creightons Creek VIC 3666	P2024-066	Development of land for an extension to a dwelling	Bruce Mactier Building Designers	\$200,000.00	Issued
24 Goulburn Views Drive, Kirwans Bridge VIC 3608	P2024-119	Development of land for the extension of a dwelling	Aspect Planning Services	\$200,000.00	Issued
1287-1383 Feltrim Road, Earlston VIC 3669	P2024-087	Variation to a S.173 agreement; Realignment of a boundary	Planography Pty Ltd	\$0.00	NOD
57-59 Kennedy Street, Euroa VIC 3666	P2024-100	Development of land for a two (2) lot subdivision	Planography Pty Ltd	\$0.00	Issued

Current VCAT Appeals

Hearing Date	Ref No	Address	Proposal	Appeal
Preliminary Hearing 21/1/2025	P2023-128 P1022/2023	82 Kirwans Bridge Road Kirwans Bridge	Camping and Caravan Park	S82 objector
Hearing 4/4/2024	P2023-121 P787/2024	222 Faithfull Road Longwood East	Use and Development for a Dwelling	S80 applicant

11.2 Community

11.2.1 Longwood For the Love of Ale Festival 2025 Event Grant Application

AUTHOR Visitor Economy and Events Co-ordinator

RESPONSIBLE DIRECTOR Director Community and Planning

EXECUTIVE SUMMARY

Council adopted a community funding model at the April 2024 Council Meeting. This model sets out the strategic direction and associated guidelines for the distribution of community funding for Strathbogie Shire Council. Event Grants provide grants of up to \$5,000 to eligible organisations and associations for events that align with the objectives of the Council Plan 2021-25.

Council has received one Event Grant application this month for consideration from the Longwood Football Netball Club. The application seeks support for the *For the Love of Ale Festival 2025*, scheduled for Saturday 22 February 2025.

The festival showcases local produce and promotes the Shire to both the community and visitors, with approximately 75% of attendees coming from outside the Shire. Many visitors stay in nearby towns or camp locally, contributing to the visitor economy by supporting local attractions, shops, and eateries.

Council's 2024-25 Budget allocates \$50,000 annually for Event Grants under the Community Funding Model. Following assessment, the application has been deemed of excellent standard, and officers recommend funding.

RECOMMENDATION

That Council:

- 1. Approve the Event Grant application from Longwood Football Netball Club to the value of \$5000, to support the delivery of the For the Love of Ale Festival 2025**
- 2. Work with grant recipients to reduce overall waste produced at the event through the implementation of the objectives of both the Waste Wise Events Policy and Sustainable Strathbogie 2030 in being "A Zero Waste Shire".**

PURPOSE AND BACKGROUND

Council adopted a community funding model at the 16 April 2024 Council Meeting. This model sets out the strategic direction and associated guidelines for the distribution of community funding for Strathbogie Shire Council.

Council values the role of events and tourism in driving social and economic growth in the region. Through Event Grants, Council supports not-for-profit organisations by providing up to \$5,000 for events aligned with the Council Plan 2021–25.

The *For the Love of Ale Festival 2025* is a key community event, offering an accessible and enjoyable experience for families and friends while promoting local engagement.

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

Council has received one Event grant application for Council's consideration, detailed below in Table 1.

Table 1 – Event Applications to be determined

Applicant	Event	Total Amount Requested	Cash Contribution requested from Council	In Kind Contribution Requested From Council
Longwood Football Netball Club	For the love of Ale Festival 2025	\$5,000	\$4,754	\$246

The one event grant application has been submitted for the January Council meeting, and it has been deemed eligible and has been assessed in accordance with the relevant process.

The festival showcases the region's small to medium producers and brings people together to enjoy a family-friendly event. It aims to promote regional producers and provide attendees with opportunities to engage directly with them. Supporting local producers is particularly important in the current economic climate.

This event promises significant social and economic benefits for the Strathbogie Shire Community and will be delivered in line with Council's Events and Regulatory policies and procedures.

The event organisers will obtain Event Approval from Strathbogie Shire Council and are committed to delivering a zero-waste event. All required documentation including, risk plans, emergency management, public liability insurance certificate of currency, site plans have been provided.

Officers recommend funding this application at the requested amount.

COMMUNITY ENGAGEMENT

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

The author of this report considers that community engagement was not required in this matter.

Event organisers have been working with key stakeholders, Council, and the Community to plan a safe and successful event. The event will be publicised broadly across the community through the distribution of flyers and posters, advertisements and press releases in the local newspapers, social media, and Council's website where appropriate.

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.

We create welcoming social spaces where people can connect.

Strategic Focus Area 4: Inclusive. Productive. Balanced.

We partner with our community to achieve great things.
We are smart spenders, buying local wherever possible.
We target economic development to enhance our region.
We are capitalising on our region's strengths.

Strategic Focus Area 5: Strong. Healthy. Safe.

We have protected 'the vibe' we love.

Regional, State and National Plans, Policies and Legislation

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

There are no significant legislative considerations associated with this report.

RISK CONSIDERATIONS

This report has identified the following risk(s):

Risk(s)	Likelihood	Consequence	Rating	Mitigation Action
Reputation damage to Council if grant is not assessed in a timely manner	Possible	Moderate	Medium	Work with applicant to assist with application lodgement so there is adequate time to assess.
Event being cancelled due to insufficient funding	Possible	Moderate	Medium	Work with applicants to ensure event deliverables align with available funding

LEGAL CONSIDERATIONS

One of the overarching governance principles under section 9 of the *Local Government Act 2020* is that Council decisions are to be made, and actions taken in accordance with the relevant law. There are no 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

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured. In the interests of transparency and open and honest communication with our community this report is presented to a public Council meeting.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

Council adopted an Event Grant budget allocation of \$50,000 in the 2024-25 operating budget. This allocation falls within the Community Funding Budget line item. Please find below summary of event grant allocations for 2024-25.

Table 2 – 2024-25 Event Grant Budget Overview

Adopted Budget 2024-2025 Event Grants	\$50,000
Number of Event Grants approved 2024-25	11
Total value of Event Grants approved 2024-25	\$44,212
2024-25 Allocation Remaining	\$5,788

Should Council approve the recommendation on page one of this report *For the Love of Ale Festival 2025* grant to the value of \$5000 there will be \$788 available for event grants for the remainder of the 2024-25 financial year.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social, and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

The event will result in several economic benefits to the Strathbogie Shire Community. All the items relating to the event will be sourced locally, where possible, and local small producers will be showcased at the event. The event will also attract visitors to the Shire, and it is expected that they will contribute to the visitor economy.

Social

The event will offer significant social benefits to the local community and those attending the event. The event will provide an opportunity for participants, community, and visitors alike to connect, re-engage, make lasting relationships, and celebrate Longwood.

Environmental

Officers will work with the For the Love of Ale Festival organisers to reduce the overall waste produced at the event through the implementation of the objectives of both the Waste Wise Events Policy and Guidelines and Sustainable Strathbogie 2030 in being “A Zero Waste Shire”. This includes the implementation of measures to enforce the State Governments ban on single use plastics.

Climate Change

Officers will work with event organisers to implement initiatives in the Waste Wise Events Guidelines at this event, making it a showcase for how a waste wise event should be run and encouraging all to reduce their consumption of raw materials in a further effort to reduce the effects of climate change.

INNOVATION AND CONTINUOUS IMPROVEMENT

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

The event organisers will ensure that all regulatory requirements are in place consistent with the approved event application and conditions.

COLLABORATION

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that collaboration with other Councils, levels of government and statutory bodies is to be sought. No formal collaboration was undertaken in the production of this report

Council will provide the required assistance to the event as per Council’s role and responsibility in line with the *Local Government Act 2020*, Council’s Events Policy and any other relevant policies and procedures.

HUMAN RIGHTS CONSIDERATIONS

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

CONCLUSION

It is recommended that Council approve the event funding application for \$5,000 to deliver the For the Love of Ale Festival 2025.

The event will bring together a range of people from around the region and will result in significant social benefits to the community.

ATTACHMENTS

Nil

11.3 Infrastructure

11.4 Corporate

11.4.1 Determination of Committee Representative - Goulburn Murray Climate Alliance

AUTHOR Coordinator Waste and Environment

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.

The Councillor representatives for external and other committees were determined at the Statutory Council meeting on 19 November 2024. This report seeks the appointment of a Councillor representative and a substitute on the Goulburn Murray Climate Alliance (GMCA) until November 2025.

RECOMMENDATION

That Council:

- 1. Appoints Councillor _____ as the Council representative on the Goulburn Murray Climate Alliance until November 2025**
- 2. Appoints Councillor _____ as the Council substitute representative on the Goulburn Murray Climate Alliance until November 2025.**

PURPOSE

The purpose of this report is to confirm the Councillor representation on the Goulburn Murray Climate Alliance.

ISSUES, OPTIONS AND DISCUSSION

The Goulburn Murray Climate Alliance (GMCA) was established in 2007 as the Goulburn Broken Greenhouse Alliance, to promote and support regional action on climate change.

Since 2007 its membership has expanded to thirteen local governments, the Goulburn Broken Catchment Management Authority, Northeast Catchment Management Authority and the Department Energy, Environment and Climate Action (DEECA) (Hume Region).

In accordance with section 2.2 of the Rules for the Operation of the Goulburn Murray Climate Alliance, each member is entitled to appoint a representative, and a substitute

representative. These positions are filled by Council Officers, and as a member who is a Council, we are also entitled to appoint a Councillor Representative.

CONCLUSION

This report seeks to appoint a Councillor Representative to the Goulburn Murray Climate Alliance.

ATTACHMENTS

Nil

11.4.2 Audit and Risk Committee Annual Committee Performance Report January 2024 to December 2024

AUTHOR Coordinator Governance and Records Management

RESPONSIBLE DIRECTOR Director People and Governance

EXECUTIVE SUMMARY

In accordance with section 54(4a) of the *Local Government Act 2020*, the Audit and Risk Committee will undertake an 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 Committee's Annual Performance report was endorsed by the Audit and Risk Committee at its meeting held on 29 November 2024.

In accordance with Section 54 (4b) of the *Local Government Act 2020*, a copy of the report was provided to the Interim Chief Executive Officer, and the Chair of the Audit and Risk Committee was invited to provide a briefing to Councillors on 14 January 2025, prior to this report being presented to Council.

The Strathbogie Shire Council Audit and Risk Committee Annual Committee Performance Report January 2024 to December 2024 is attached.

RECOMMENDATION

That Council:

Receive and note the Strathbogie Shire Council Audit and Risk Committee Annual Committee Performance Report January 2024 – December 2024.

PURPOSE AND BACKGROUND

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 purpose of this report is for Council to receive and note the Audit and Risk Committee Annual Performance Report for the period 1 January 2024 to 31 December 2024.

The Committee prepares an annual 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*, and clause 6 of the Audit and Risk Committee Charter.

The Annual Committee Performance Report covers the Audit and Risk Committee activities from 1 January 2024 to 31 December 2024. In the period, the Committee met six times and an outline of the discussion at each meeting is summarised in the report attached.

ISSUES, OPTIONS AND DISCUSSION

Under Section 54 (5) of the *Local Government Act 2020*, an Audit and Risk Committee must prepare an annual audit and risk report that describes the operation and activities of the Audit and Risk Committee and includes its findings and recommendations.

There are nine key action groupings listed in the Committee’s Strategic Workplan as required under the themes as per the *Local Government Act 2020*.

The status of the workplan as of 31 December 2024 is detailed in the Audit and Risk Committee Annual Performance Report which is attached to this report. The Committee have addressed the actions outlined in the Plan in what has been a busy and challenging year.

The Committee’s work has been completed with the support of Council Officers, RSD Audit (as Council’s internal auditors for the reporting period), and Crowe Australasia Pty Ltd (as the external auditors appointed on behalf of Victorian Auditor-General's Office).

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the municipal community is to be engaged in strategic planning and strategic decision making. No community engagement was required to produce this report.

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 6: Accountable. Transparent. Responsible.

Achieve the highest level of good governance across the organisation and as an elected Council.

Maximise public transparency and accountability around our performance and decision-making processes.

Be financially responsible, achieving the greatest possible community benefit from the programs, initiatives and services we fund.

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	Unlikely	Major	Medium	Internal systems in place to support

<p><i>Local Government Act 2020</i> Division 8 – Audit and Risk Committee</p>			<p>requirements for the <i>Local Government Act 2020</i> and the requirements of the Audit and Risk Committee</p>
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LEGAL CONSIDERATIONS

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

The 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 a Committee and adopt a Charter to provide a governance structure for its operations.

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

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

This report 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

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

The independent overview of Council’s financial management processes and performance is a key task undertaken by the Committee to ensure Council’s ongoing financial sustainability.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Throughout the 12-month reporting period, the Audit and Risk Committee were briefed on a number of sustainability projects, including the Climate Change Action Plan.

INNOVATION AND CONTINUOUS IMPROVEMENT

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

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

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that collaboration with other councils, levels of government and statutory bodies is to be sought.

The 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

The Audit and Risk Committee has achieved the goals set in its Strategic Work Plan for the 2024 calendar year. This work has been completed with the support of Council Officers, RSD Audit as Council's internal auditors, and Crowe Australasia Pty Ltd as the external auditors appointed on behalf of VAGO.

This report recommends the receipt and noting of the Strathbogie Shire Council Audit and Risk Committee Annual Committee Performance Report from January 2024 to December 2024.

ATTACHMENTS

1. Strathbogie Shire Council Audit and Risk Committee Annual Committee Performance Report January 2024 to December 2024

Strathbogie Shire Council Audit and Risk Committee

Annual Committee Performance Report
January 2024 to December 2024



Strathbogie
SHIRE COUNCIL

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1. Purpose of this Report

It is with pleasure that I present Council with an Annual Committee Performance Report on the activities of Strathbogie Shire Council Audit and Risk Committee in accordance with section 54 of the *Local Government Act 2020 (the Act)* and Clause (7) of the Audit and Risk Committee Charter (the Charter).

This year the Audit and Risk Committee was comprised of four independent community members with a strong and broad background in private enterprise, boards and local government. The Committee also consists of the Council Administrator and is supported by our internal auditors RSD Audit and by the Victorian Auditor General's Office appointed auditors Crowe Australasia. Following the Local Government Elections in October, we welcomed the return of our Council representatives back to the Committee.

Together, we oversee the response of the elected Council and the Administration to independent external and internal audits, which focus on continuous improvement and the achievement of best practice processes.

It is with great sadness that I also acknowledge the tragic loss of independent community member Alistair Thomson who passed under tragic circumstances in June. Alistair was a highly regarded and deeply respected member of the Audit and Risk Committee, and we all miss his probing and forensic analysis of all matters presented to him for consideration.

I believe we are extremely fortunate to have the level the expertise that sits around the Committee table and I thank all members, staff, and internal and external auditors for their dedication supporting the Committee's work and their collegiate work ethic.

The challenges of the extensive responsibilities the Committee now has under the Act have grown in length and complexity, and the Committee adds value to the Council's governance and control processes through the diverse experience and knowledge of its

members. Our commitment to excellent governance oversight is unwavering, and the Committee continues to provide high level support and direction to Councillors and the previously the Administrator on a regular basis. The commitment to our own continuous improvement via discussions at the annual Strategic Planning Workshop is positively impacting the Committee's direction as well as encouraging Officers to be more innovative and responsible in their approach to all things governance and risk.

The Committee continues to have concerns around the imbalance between increasing demands from State and Federal governments and the human and financial resources Council has at its disposal to undertake this work. It is essential that Council prioritises the expectations of our communities with the availability of resources, so a proper balance is achieved, and that our expectations for community improvement are both viable and sustainable.

Following her resignation in July 2024, Julie Salomon's tenure as Chief Executive Officer finished, and interim Chief Executive Office Tim Tamlin was appointed until July 2025. I would like to thank both Julie and Tim and their Executive Leadership Team, and Council Officers who support the work of the Committee. I also thank my fellow Committee members, who have volunteered to give up their personal time for the benefit of the Strathbogie Shire community.

Once reviewed and passed by the Audit and Risk Committee, this report will be provided to the Interim Chief Executive Officer for presentation to Council, and subsequently the community in early 2025.

We have achieved much in the past twelve months and strive to encourage further maturity and capability around Council operations and functionality. This will ensure improved service delivery to our community as well as ongoing viability and sustainability across the broader Shire.



Paul Ayton, Chair Strathbogie Shire Council Audit and Risk Committee

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2. Background

Strathbogie Shire Council Audit and Risk Committee was established in 1997 and following the 2020 general Council election, the Audit and Risk Committee was reconstituted as an Advisory Committee to Council on 25 August 2020.

Under Section 54 (5) of the *Local Government Act 2020* an Audit and Risk Committee (Committee) must prepare an annual audit and risk report that describes the operation and activities of the Audit and Risk Committee and includes its findings and recommendations. The annual report must then be provided to the Chief Executive Officer for tabling at the next Council Meeting.

The Committee’s Charter is set by Council following the necessary changes required by the new *Local Government Act 2020*. The Charter is reviewed annually and will be reviewed at the November 2024 Audit and Risk Committee meeting.

Under Section 54 (2) of the *Local Government Act 2020*, the Audit and Risk Committee Charter must specify the functions and responsibilities of the Audit and Risk Committee including the following:

- Monitor the compliance of Council policies and procedures with:
 - The overarching governance principles
 - The *Local Government Act 2020* and the regulations and any Ministerial directions.
- Monitor Council financial and performance reporting.
- Monitor and provide advice on risk management and fraud prevention systems and controls.
- Oversee internal and external audit functions.

3. Period of this Report

This report covers Audit and Risk Committee activity from 1 January 2024 to 31 December 2024. In the period the Committee met six times.

Table 1: Meetings held in the calendar year

Meeting Date	Purpose of Meeting
1 March 2024	Ordinary Meeting
5 April 2024	Meeting to consider the 2024-25 Draft Budget and Fees and Charges
31 May 2024	Ordinary Meeting
21 June 2024	Policy and Strategy Workshop
6 September 2024	Ordinary Meeting
29 November 2024	Ordinary Meeting

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4. Membership and Attendance

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

Membership for the period 1 January 2024 to 30 December 2024 is listed below, along with meeting attendance.

Committee Member	1 March 2024	5 April 2024	31 May 2024	21 June 2024	6 Sept 2024	29 Nov 2024
Paul Ayton	Yes	Yes	Yes	Yes	Yes	Yes
Alister Purbrick	Yes	Yes	Yes	Yes	Yes	Yes
Alistair Thomson (Term ended June 2024)	Yes	Yes	No			
Sophie Lukeis	Yes	Yes	Yes	Yes	Yes	Yes
Council Administrator Peter Stephenson (Term ended 26 October 2024)	Yes	Yes	Yes	Yes	Yes	NA
John Tanner AM (Appointed 6 September 2024)					Yes	Yes
Cr Claire-Ewart Kennedy (Appointed 19 November 2024)						Yes
Cr Clark Holloway (Appointed 19 November 2024)						Yes

At the meeting held on 1 March 2024 the Audit and Risk Committee endorsed the meeting schedule for 2024-25.

1 March 2024	Ordinary meeting
5 April 2024	Ordinary meeting – 2024-25 draft budget and fees and charges review
31 May 2024	Ordinary meeting
21 June 2024	Strategic Planning Workshop
6 September 2024	Ordinary meeting
4 October 2024	Ordinary meeting – review of policies and Audit and Risk Committee Charter (agenda items held over to 29 November 2024)
29 November 2024	Ordinary Meeting
28 February 2025	Ordinary Meeting
6 June 2025	Ordinary Meeting

5. Appointment of Council Administrator

On 5 December 2023, the Minister for Local Government, the Hon Melissa Horne MP (the Minister), announced that the Strathbogie Shire Council would be suspended for the remainder of its term and an administrator appointed in response to Municipal Monitor Peter Stephenson’s final report.

The suspension under section 257 of the *Local Government Act 2020* applies to all elected members of Strathbogie Shire Council and took effect from Wednesday 6 December 2023 until the next local council elections in October 2024.

Mr Peter Stephenson was appointed Strathbogie Shire Interim Administrator from 6 December 2023 until 6 March 2024.

On 7 March 2024, the Minister for Local Government, the Hon Melissa Horne MP advised the appointment of Peter Stephenson as an Administrator for Strathbogie Shire Council from 7 March 2024 until 6 am on the day of the next general election for the Council under section 257 of the Act.

The conditions, remuneration and allowances of the appointment were fixed by the Minister for Local Government in accordance with section 231 of the *Local Government Act 2020*.

6. Appointment of Independent Community Member Exceptional Circumstances – Reappointment of Two Independent Community Members

Following an extensive recruitment process in 2023 Sophie Lukeis was appointed as an independent community member to the Audit and Risk Committee. Sophie attended her first meeting in March 2024.

At the Council meeting on 20 February 2024, Council resolved to:

1. Determine that under clause (3.2) of the Audit and Risk Committee Charter exceptional circumstances currently exist that require continuity in Committee membership given:
 - i) the to suspend all Councillors of the Strathbogie Shire Council and appoint an Administrator, effective 6 December 2023 until the 2024 Local Government Council elections, Ministerial decision of 5 December 2023
 - ii) the contract with newly appointed internal auditors, RSD Audit, came into effect in September 2023 and the three-year internal audit program is yet to be fully confirmed, and
 - iii) the Audit and Risk Committee requirements under the *Local Government Act 2020*.
2. Reappoint Alistair Thomson and Paul Ayton for an additional three (3) years (terms ending 1 June 2027).

John Tanner AM was also appointed in September 2024 following the passing of Alistair Thomson.

The revised terms of appointment of the Audit and Risk Committee are listed below:

Independent Community Member	Term Commence	Term End	Recruitment Process Commences
Alister Purbrick	1 December 2022	1 December 2025	October 2025
Sophie Lukeis	4 December 2023	4 December 2026	October 2026
Paul Ayton	1 June 2024	1 June 2027	March 2027
John Tanner AM	6 September 2024	5 September 2027	June 2027
Cr Claire Ewart-Kennedy	19 November 2024	November 2025	Appointments at 2025 Statutory Meeting
Cr Clark Holloway	19 November 2024	November 2025	Appointments at 2025 Statutory Meeting

2024 Audit and Risk Committee Annual Report Document 959123

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7. Key Activities for the Reporting Period

There are nine key action groupings listed in the Committee's current workplan as per the Local Government Act 2020.

The status of the workplan at the time of writing is contained in Attachment 1 of this report. 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.

1 March 2024	
Item	Discussion
2023-24 Mid-year budget Review	The report was noted by the Committee given its' endorsement by Council at the Council meeting held on 20 February 2024.
2024-25 Budget Preparation	The draft 2024-25 Budget was reviewed in preparation for it being presented in full to the Audit and Risk Committee on 5 April 2024.
Exceptional Circumstances	The Audit and Risk Committee noted the endorsement by Council to invoke exceptional circumstances as determined in clause (3.2) of the Audit and Risk Committee Charter (refer to details above).
Appointment of Administrator	Mr Peter Stephenson was appointed Strathbogie Shire Interim Administrator from 6 December 2023 until 6 March 2024. The Audit and Risk Committee noted the appointment of Mr Stephenson as the interim Council Administrator and acknowledged that at the time of this meeting, the arrangements for a permanent appointment for Strathbogie Shire Council (until October 2024 elections) were still pending.
Project CODI	The Audit and Risk Committee was advised that the additional cost due to an error in the tender process by Logicalis has been factored into the project costings and costs proportioned across the four Council's involved in the project. The additional cost amounted to \$157,870 and the financial impact will be absorbed within the existing Project CODI implementation budget.
Electoral Structure Review	Following the completion of an electoral structure review in 2023, the Minister for Local Government accepted the recommendation of the Electoral Representation Advisory Panel for the restructure of Strathbogie Shire Council and announced the change on Thursday 15 February 2024. Strathbogie Shire Council will move to an unsubdivided electoral structure with seven Councillors, effective October 2024.
2024 Local Government Election	The Victorian Local Government elections will be held on Saturday 26 October 2024 and the VEC is responsible for the conduct of all Victorian local government elections, by-elections and countbacks. The 2024 Local Government elections will see significant change in the enrolment of eligible ratepayers and completes the staged implementation of new entitlement arrangements which were introduced in 2020.

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	<p>The Audit and Risk Committee were advised that an internal working group has been convened to monitor processes need to ensure a successful election process.</p>
<p>Climate Change Action Plan</p>	<p>The Waste and Environment Coordinator was invited to the meeting to provide an update on the progress of the actions in the Climate Change Action Plan. A summary of an extensive discussion around the Climate Change Action Plan action follows:</p> <ul style="list-style-type: none"> • Council is waiting sign off from the Environmental Protection Agency (EPA) to complete the rehabilitation of the Violet Town Landfill Project • Recruitment has commenced for a Climate Change Education Officer • Long term actions have commenced, one of which is a fully hybrid fleet by 2025. Council has installed two Electric Vehicle (EV) charging stations at the Euroa Depot and is preparing the tender for the installation of two additional EV charging stations at the Euroa Civic Centre in Bury Street • Weather dependent, in late March Council will undertake approximately 200 street tree plantings across the Shire to increase urban canopy and decrease the urban heat island effect. • Council is not required to account for contractor or scope three emissions as part of its corporate carbon accounting. Any emissions generated from the delivery of our waste services should be accounted for by the contractors delivering the service (providing they are required to report) • As an exercise staff have agreed to undertake a rudimentary calculation to understand the impacts of our waste services compared to our current emissions • Although there are no specific measurements in the climate change action plan relating to tree planting it is intended to identify measurements each year • In the climate change action plan, it is identified that Council’s operations will be net zero by 2025. Due to the fugitive emissions from the closed Violet Town Landfill, Council will be required to purchase offsets to meet this goal. This will be budgeted in 2025-26. <p>The current Climate Change Action Plan lists 47 actions to be taken and/or implemented. It was suggested and agreed that two new actions be included in the plan.</p>
<p>Internal Audit</p>	<p>Following consultation between Management and RSD Audit, a revised 2024-26 Strategic Internal Audit Plan was presented. In developing the plan, the following key factors were considered:</p> <ul style="list-style-type: none"> • Discussion with Strathbogie Shire Council Management • A previous risk assessment conducted onsite by RSD Audit and subsequent development of an operational risk register. • Prior period completed internal audit project. • Trends and emerging risks in the local government sector <p>The Audit and Risk Committee endorsed the 2024-25 Strategic Internal Audit Plan, and the following projects will be audited during 2024:</p> <ul style="list-style-type: none"> • Infrastructure (Civil) Asset Management (complete) • Project Management (underway) • Cyber Security (not started) • Occupational Health and Safety (not started)

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<p>External Audit</p>	<p>The Acting Chief Financial Officer and Finance Coordinator have met with Crowe Australasia to begin preparations for the audit of Council's Financial Statements for the period ending 30 June 2024.</p> <p>Preliminary requests for information were provided to Crowe and a draft audit strategy was presented for information for the remainder of the 2023-24 annual audit process.</p> <p>Crowe Australasia presented a comprehensive draft audit strategy and for the period ending 2023-24 the key risks and areas of audit focus will be:</p> <ul style="list-style-type: none"> • Financial statements, with particular attention on reporting around: <ul style="list-style-type: none"> ○ Revaluation of property, plant, and equipment ○ Government grants ○ Violet Town Landfill provision ○ Impact of floods and storms ○ Changes in personnel ○ Reliance on IT systems and third-party service providers ○ Performance statement
<p>Outstanding Actions from Previous Internal Audits</p>	<p>The Audit and Risk Committee recommended that Officers:</p> <ol style="list-style-type: none"> 1. Complete a test of the disaster recovery plan and a report is to be provided to the Audit and Risk Committee meeting on 31 May 2024 on the status of business continuity and disaster recovery plan testing. 2. Review the outstanding internal audit list items and provide updated dates indicating estimated dates of completion.
<p>Risk Management</p>	<p>Management reported on the progress of Council's risk management strategies including:</p> <ul style="list-style-type: none"> • Updates to the Risk Management Policy • Updates to the Risk Management Framework • Revised report summary including key issues, strategic risk register and performance indicators. <p>Management acknowledged that there is still more to be done to embed a culture of risk management into Council's day to day operations.</p>
<p>Standing Agenda Items</p>	<p>The Audit and Risk Committee provided oversight of the following standing agenda items:</p> <ul style="list-style-type: none"> • Policy Review • Audit and Risk Committee Workplan • Human Resources update • Administrator Expenses and Reimbursements • CEO Purchasing Card • Fraud Risk Management • Investment and Borrowings Report
<p>Confidential Briefing</p>	<p>The Audit and Risk Committee and Chief Executive Officer had a confidential briefing relating to human resources and governance matters.</p>

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5 April 2024	
Item	Discussion
Draft 2024-25 Council Budget and Fees and Charges	<p>The Audit and Risk Committee reviewed the draft budget and fees and charges, and the following recommendations were made, or clarification was sought about aspects of the documents:</p> <ul style="list-style-type: none"> • It was clarified that the amount relating to system implementation is Strathbogie Shire Council's 2024-25 contribution as part of a four-council consortium (Strathbogie, Mansfield, Murrindindi and Benalla) to develop new technology systems. The consortium received initial funding of \$1.8m across four the Councils. • It was clarified that the allocation of funds relates to remedial works needing to be completed on existing infrastructure to bring the Nagambie Splash Park up to standard. • It was noted that some of the data relating to the service performance indicators was not clear. The Committee recommended that minor amendments be made to the budget document including benchmarking (where possible), such as data comparisons to other small rural councils. • Clarification was sought as to whether borrowings included any work related to Kirwans Bridge and Chinamans Bridge. It was noted no borrowings are included in the draft budget for 2024-25. • The Audit and Risk Committee raised commentary around investment on maintenance and renewal of assets, highlighting that the renewal indicator in future years needs to be a key consideration of the newly elected council. • It was reported that funding has been allocated for the induction and training of new Councillors following the Local Government elections to be held in October 2024. Additional funding has also been allocated to assist Councillors to prepare the 2025-2029 Council Plan. <p>The Audit and Risk Committee questioned Management as to whether there had been learnings from ongoing capital works program delivery and processes and how these were being captured. It was reported that an independent review process was underway so as to ensure transparency and accountability around the capital works processes.</p>
Confidential Briefing	The Audit and Risk Committee and the Chief Executive Officer had a confidential meeting to discuss matters relating to the appointment of an interim Chief Executive Officer.
31 May 2024	
Project CODI	<p>The Project CODI report and risk assessment outlined some challenges but also some very positive outcomes going forward.</p> <p>The Committee acknowledged there could be an expectation around a high level of customisation of individual systems which may not always be possible and that each of the four participating Councils (Benalla, Mansfield, Murrindindi and Strathbogie) will need to be adaptable in accepting the eventual outcomes.</p>

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<p>Business Continuity Plan</p>	<p>The Committee was advised that a mandatory workshop and training was scheduled for 20 June 2024.</p> <p>The aim of the workshop is to create awareness around the effectiveness of Council’s Business Continuity Plan and to receive feedback, evaluation, and recommendations for the review of the BCP. The training was facilitated by Jardine Lloyd Thompson (JLT).</p>
<p>Disaster Recovery Plan</p>	<p>For several years Council have engaged a Managed Service Provider for the ICT Disaster Recovery (DR) systems. Prior to this a business case was done to establish the initial and ongoing costs of a Managed Service versus maintaining our own separate datacentre for DR replication. The Managed Service was approved by Executive and subsequently implemented. Utilising this Managed Service, Council maintain an average Recovery Point Objective of 15 seconds.</p> <p>The existing ICT Disaster Recovery Plan (DRP) has been reviewed/updated and the technical components of the DRP have not changed. Regular testing is undertaken every six months with the most recent disaster recovery test conducted on Wednesday 22 May 2024.</p>
<p>2024 Local Government Election</p>	<p>During April and May Strathbogie Shire Council conducted a series of “Your CommUNITY Your Voice” information sessions for potential Council candidates, including face to face, online and one on one meeting opportunities.</p> <p>The sessions were further supported by candidacy sessions conducted by the Municipal Association of Victoria, Victorian Local Governance Association, and the Victorian Electoral Commission.</p>
<p>Bi-Annual Audit and Risk Committee Performance Report</p>	<p>In accordance with section 54(5a) of the <i>Local Government Act 2020</i> and the Audit and Risk Committee Charter, the Committee prepared a biannual audit and risk report.</p>
<p>Victorian Auditor-Generals Office – Results of 2022-23 Audits: Local Government</p>	<p>On 7 March 2024, the Victorian Auditor-General tabled in Parliament an audit titled <i>Results of 2022-23 Audits: Local Government</i>. The report includes recommendations addressed to councils, finance teams, audit and risk committees and Local Government Victoria, and includes commentary around how councils can improve their reporting processes.</p> <p>VAGO reported that Strathbogie Shire Council met all its audited financial and performance obligations for 2022-23. Both financial statements and performance statements were signed by the council on 3 October 2023 with VAGO providing a clear audit opinion and signing on 11 October 2023. These signed reports were presented to the council meeting on 17 October 2023.</p>
<p>Fair Value Assessment and Asset Valuation</p>	<p>During the year council engaged an external valuer, LG Valuation Services, to revalue land, buildings and open space assets. In addition, council officers performed an indexation assessment of other assets to see any significant movements in assets value that may require disclosure in 2023-2024 financial statements.</p> <p>During the review of Council land and building assets register, there were several assets newly identified as owned or managed by the council to the value of \$8.6M. Found assets under buildings and parks, open space and streetscapes assets were identified by LG Valuation Services during the revaluation process. Twenty-eight (28) new land assets were identified by Council Officers during a detailed review of land asset register.</p>

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Capital Works Program Update	The Capital Works Program Update Report provided commentary on the delivery status of all approved capital works projects for the 2023-24 financial year, including an update of the budget phasing comparison and completion timelines.
Appointment of Interim CEO	<p>Strathbogie Shire Council Chief Executive Officer (CEO), Julie Salomon announced her resignation on 3 April 2024, effective 4 July 2024. Council's Administrator, Mr Peter Stephenson, determined that the appointment of a Chief Executive Officer should be one of the first tasks of the newly elected Councillors post the 26 October 2024 elections. As such, Mr Stephenson sought to appoint an Interim Chief Executive Officer.</p> <p>At the Council meeting held on 21 May 2024, Council endorsed the appointment of Mr Tim Tamlin to the role of Interim Chief Executive Officer (CEO) for Strathbogie Shire Council for a period of up to 12 months, effective 15 July 2024.</p>
Internal Audit	In line with the 2024-2026 Strategic Internal Audit Program, RSD Audit completed the Infrastructure (Civil) Asset Management audit and commenced the Project Management Audit.
External Audit	Crowe Australasia issued an interim management letter as part of the 2023-24 external audit process and worked with management to agree to recommendations and actions.
Standing Agenda Items	<p>The Audit and Risk Committee provided oversight of the following standing agenda items:</p> <ul style="list-style-type: none"> • Policy Review • Audit and Risk Committee Workplan • Human Resources update • Administrator Expenses and Reimbursements • CEO Purchasing Card • Fraud Risk Management • Investment and Borrowings Report
21 June 2024	
Strategic Workshop	<p>The annual Strategic Workshop was held on 21 June 2024 and the Committee considered the following topics:</p> <ul style="list-style-type: none"> • Payroll Strategy • Impact of climate change or global warming events on Council operations including: <ul style="list-style-type: none"> ○ Protecting our environment ○ Reducing our emissions and a climate resilient community ○ Moving sustainably ○ Advocating for change • Policy management framework including: <ul style="list-style-type: none"> ○ Application of processes that underpin good policy ○ Consistent processes for approval, review, and rescission of policy ○ Consistent process for documenting and recording policy ○ Consistent process for dissemination of policy ○ Provides for flexibility in establishing municipal specific, sector generic and operational policies ○ Maintenance of a policy register

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	<ul style="list-style-type: none"> • Affordable and Social Housing • Business continuity and plan including: <ul style="list-style-type: none"> ○ Testing and training
Recruitment of Independent Community Member to Audit and Risk Committee	The Audit and Risk Committee agreed to initiate the recruitment process to appoint an Independent Community Member to the Audit and Risk Committee.
6 September 2024	
Appointment of Independent Community Member to Audit and Risk Committee	<p>Following an extensive advertising and recruitment process, the interview panel recommended to Council that Mr John Tanner AM be appointed to the Audit and Risk Committee for a term of three (3) years commencing 6 September 2024 and ending 5 December 2027.</p> <p>Council endorsed the recommendation at its meeting held on 20 August 2024.</p>
Draft 2023-24 Annual Financial Statements	<p>The Audit and Risk Committee reviewed the draft 2023-24 Annual Financial and Performance Statements.</p> <p>The draft Financial Statements for 2023-24 were prepared and submitted to Crowe Australasia, the appointed auditors for the Victorian Auditor General's Office, for an independent audit opinion. Overall, the Financial Statements underline that Council's financial position remains sound.</p> <p>During this review process, the Audit and Risk Committee noted the complexities around Council's asset management processes and the imperative for improved systems which will give better asset data and predictor models.</p> <p>The 2023-24 Financial and Performance Statements were endorsed by Council on 15 October 2024.</p>
Fair Value Assessment	<p>During 2023-24, Council engaged an external valuer, LG Valuation Services, to revalue land, buildings and open space assets. In addition, council officers performed an indexation assessment of other assets to see any significant movements in assets value to consider their impact on 2023-24 financial statements.</p> <p>The Audit and Risk Committee was provided with a draft report in May 2024. The following summarises the finalised revaluation results and their impact on financial statements for the year ended 30 June 2024:</p> <ul style="list-style-type: none"> • Land, buildings and open space assets recorded an overall fair value increase of \$23.3M. This increment was recorded in the financial statements through the revaluation reserve during the year. • Impairment of assets of \$135,000 was recorded during the year • Found assets amount to \$8.8M. Additionally, Council identified \$8.5M worth of assets either not owned by the Council or duplicated incorrectly in the asset register • Found assets and derecognised assets were recorded as prior year adjustments in the financial statements and reinstated in the 2023 financial statements

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	<ul style="list-style-type: none"> • Management have implemented actions to ensure accuracy of the asset register in the future <p>In addition to the external valuation, council officers carried out an indexation assessment of other infrastructure assets to assess their fair value movement. As per the indexation:</p> <ul style="list-style-type: none"> • Roads, bridges, footpaths, drainage, kerb, and channel showed a fair value increase of \$7.6M • This movement has not been recorded in the financials as it sits below the audit materiality threshold. <p>Overall, the net asset revaluation increment of property and infrastructure assets is \$23,193,445 and this was brought into the accounts during the 2023-24 financial year.</p>
<p>Business Continuity Plan and Test</p>	<p>A review of the Business Continuity Plan (BCP) is underway following a mandatory workshop and training session held on 20 June 2024.</p> <p>The Facilitator reported that overall and given this was Council's first test in many years, participants involved in the exercises worked exceptionally well in finding the best solution to address the outcomes set for themselves.</p> <p>The report makes a number of recommendations for follow up, monitoring and action by Management.</p>
<p>2024 Local Government Election Update</p>	<p>The Audit and Risk Committee was provided with a comprehensive report on the progress of the 2024 Local Government Election process.</p>
<p>Project CODI</p>	<p>The Audit and Risk Committee received a progress report. The Interim Chief Executive Officer reiterated his confidence in the progress of the project to date and acknowledged the positivity and acceptance of staff to this significant change management process.</p>
<p>Changes to the <i>Local Government Amendment (Governance and Integrity) Act 2024</i></p>	<p>Changes to the <i>Local Government Amendment (Governance and Integrity) Act 2024</i> (the Amendment Act) in June 2024 include reforms to strengthen council leadership, capability and councillor conduct, improve early intervention and effective dispute resolution and strengthen oversight mechanisms.</p> <p>The following changes came into effect on 26 October 2024:</p> <ul style="list-style-type: none"> • ongoing mandated training for mayors and councillors will be introduced to expand the existing induction training requirements for councillors • improvements to the councillor conduct framework including the power to establish in regulations a model councillor code of conduct and increased severity of sanctions available for councillor misconduct • improve the operation of provisions relating to the councillor conduct framework.
<p>Standing Agenda Items</p>	<p>The Audit and Risk Committee provided oversight of the following standing agenda items:</p> <ul style="list-style-type: none"> • Internal and External Audit Updates • Outstanding Internal Audit Actions Update • Policy Review • Risk Management

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	<ul style="list-style-type: none"> • Audit and Risk Committee Workplan • Human Resources Update • Administrator Expenses and Reimbursements • Interim CEO Purchasing Card • Fraud Management • Investment and Borrowings
29 November 2024	
Business and standing agenda items	<p>The following items were listed on the agenda and considered by the Audit and Risk Committee on 29 November 2024:</p> <ul style="list-style-type: none"> • Appointment of Municipal Monitor • Geographic Information System (GIS) presentation • 2024 Audit and Risk Committee Annual Performance Report • Audit and Risk Charter • 2025-26 mid-year budget update • Digital Transformation (Project CODI) update • Gender Equity- Progress Report Compliance Assessment • IBAC - 2024 Perceptions of Corruption Survey – Local Government • IBAC – Operation Leo Special Report • 2024 Local Government Election Update • Personal Interest Returns • CEO Employment and Remuneration Policy • Councillor Expenses Policy • Public Interest Disclosures Policy • Purchasing Card CEO Directive and Procedure • Internal and External Audit Updates • Outstanding Internal Audit Actions Update • Policy Review • Risk Management • Audit and Risk Committee Workplan • Human Resources Update • Administrator Expenses and Reimbursements • Interim CEO Purchasing Card • Fraud Management • Investment and Borrowings

8. External Audit

During the reporting period our external auditor Crowe (Australasia) Pty Ltd completed audits relating to the 2023-24 Financial Statements and Performance Statements.

The Audit and Risk Committee considered the Financial and Performance Reports at its meeting on Friday 6 September 2024. The Committee, having reviewed the Annual Financial Report consisting of the Financial and Performance Statements and Notes, recommended the 2023-24 Annual Financial Report be considered for approval by Council.

Council's annual report is a key document that demonstrates the ongoing financial and governance performance of the council and must be prepared each year as per section 98(1) of *the Local Government Act 2020* (the Act).

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The Strathbogie Shire Council Annual Report 2023-24 for the year ended 30 June 2024, including the Financial Report and Performance Statement, as certified by the Victorian Auditor-General, was presented to Council for endorsement in October 2024, acknowledging the performance, key challenges and highlights for the financial year.

9. Internal Audit

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

Audits completed:

- Risk Management
- Infrastructure (Civil) Asset Management
- Project Management

Planned audits for the remainder of 2024 as per the 2024-26 Strategic Audit Plan are:

- Cyber Security
- Occupational Health and Safety

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.

10. 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
- Revised report summary including key issues, strategic risk register and performance indicators

Management acknowledged that there is still more to be done to embed a culture of risk management into Council's day to day operations. Good progress has been made at an operational level following on from an internal audit at the end of 2023.

The Executive Leadership Team continue to review their strategic risks to ensure they are (1) relevant and (2) that they accurately reflect Council's current status and operations.

The Draft Risk Management Policy and Draft Risk Management Framework were presented to the Audit and Risk Committee for consideration in March 2024. Both these documents were adopted by Council at the Council meeting held on 18 June 2024.

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Audit Committee Work Plan Summary Of Actions/Updates to December 2024		
Action	Comment	Status
Monitor the compliance of Council policies and procedures with the overarching governance principles and the <i>Local Government Act 2020</i> and the regulations and any ministerial directions (section 54(2a))		
<p>Monitor Council processes for compliance of Council policies and procedures.</p> <p>Assess the Council's policy framework and procedures to ensure the embedding of the governance principles.</p>	<p>In the reporting period 1 January 2024 to 31 December 2024 the following policies were adopted by Council:</p> <ul style="list-style-type: none"> • Policy Management Policy • Councillor Briefing Policy • Tourism Related Directional Signage Policy • Roadside Fatality Memorials Policy • Open Data Policy • Fair Access Policy • Community Funding Policy • Procurement Policy • Rates Payment and Collection Policy • Events Policy • Lease and Licensing Policy • CEO Employment and Remuneration Policy (pending adoption December 2024)** • Councillor Expenses Policy (pending adoption December 2024)** • Public Interest Disclosure Policy (pending adoption December 2024)** • Purchasing Card CEO Directive and Procedure (pending adoption December 2024)** <p>** Timing of reports to Council affected by Caretaker period</p> <p>The Delegations and Authorisations are also reviewed in January and July each year and the following were endorsed by Council in the reporting period:</p> <ul style="list-style-type: none"> • S5 Instrument of Delegation – Council to CEO • S6 Instrument of Delegation – Members of Staff • S11 Instrument of Appointment and Authorisation • S11A Instrument of Appointment – <i>Authorisation Planning and Environment Act 1987</i> • S11B Instrument of Appointment – <i>Environment and Protection Act 2017</i> 	<p>Complete</p>

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	<ul style="list-style-type: none"> S18 Instrument of Sub Delegation – <i>Environment and Protection Act 2017</i> <p>The Governance Rules were adopted by Council on 20 August 2024.</p> <p>Policies are a standing agenda item on the Audit and Risk Committee Agenda and are reviewed quarterly.</p>	
Monitor compliance with relevant laws and regulations		
Monitor Council's processes regarding compliance with legislation and regulations	<p>Standing internal and external audits and reports to Audit and Risk Committee provide quarterly oversight of compliance.</p> <p>Legislative updates are a standing agenda item on the ELT/Management Group monthly meetings. A legislative and strategy annual calendar has been developed.</p>	Complete
Monitor the compliance of Council policies and procedures with the overarching governance principles and the <i>Local Government Act 2020</i> and the regulations and any ministerial directions (section 54(2a))		
Review the CEO Employment and Remuneration Policy Employment Matters Policy annually as per section 45 of the Act.	<p>The CEO Employment and Remunerations Policy is due for review in CEO Employment and Remuneration Advisory Committee in March 2025.</p> <p>In the reporting period, the CEO Remunerations and Advisory Committee met on a number of occasions to:</p> <ul style="list-style-type: none"> Undertake the CEO Performance Review Discuss matters relating to the appointment of an interim Chief Executive Officer Discuss matters related to the recruitment of a Chief Executive Officer 	Within Timeframe
Oversee internal audit function (section 54(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.	<p>Audit and Risk Committee Charter was reviewed by the Audit and Risk Committee on 29 November 2024 and is listed on the Council Meeting Agenda 10 December 2024 (adoption pending)</p> <p>The current Charter is available on Council's website under the Audit and Risk Committee Tab</p>	Within Timeframe

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<p>Recommend to Council the appropriate method for the provision of the internal audit function including the evaluation criteria and the appointment of the contractor</p> <p>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.</p> <p>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</p> <p>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.</p> <p>Monitor the implementation of internal audit's findings and recommendations.</p>	<p>In the reporting period the Internal Auditors RSD Audit completed or commenced a number of audits in line with the 2024-26 Strategic Internal Audit Program.</p> <p>Audits completed:</p> <ul style="list-style-type: none"> • Risk Management • Infrastructure (Civil) Asset Management • Project Management <p>Planned audits for the remainder of 2024 as per the 2024-26 Strategic Audit Plan are:</p> <ul style="list-style-type: none"> • Cyber Security • Occupational Health and Safety <p>The following are listed as standing agenda items at Audit and Risk Committee meetings and are reviewed quarterly:</p> <ul style="list-style-type: none"> • Internal Audit Program Reports • Outstanding Internal Audit Items • Audit Committee Work Plan • Strategic Risk Register • Policy Updates <p>Internal Auditors conduct periodic testing of whether audit actions reported as completed have been effectively implemented.</p>	<p>Complete</p>
<p>Monitor compliance with relevant laws and regulations</p>		
<p>Assess the Council's procurement framework with a focus on the probity and transparency of policies and procedures/processes</p> <p>Monitor the implementation of financial management policies, including they are aligned with the achievement of the Act's financial management principles.</p>	<p>During the reporting period the following financial management policies were adopted by Council:</p> <ul style="list-style-type: none"> • Rates Payment and Collection Policy and Procedure • Procurement Policy • Leasing and Licensing Policy • Chief Executive Officer Employment and Remuneration Policy (pending adoption December 2024) • Councillor Expenses Policy (pending adoption December 2024) <p>Other policies adopted in 2023 and current and due for review in 2025:</p>	<p>Complete</p>

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	<ul style="list-style-type: none"> • Investment and Cash Management Policy • Rates Budgeting and Notice Issuing Policy and Procedure • Asset Management Policy • Fraud and Corruption Policy and Control System Procedures • Gifts, Benefits and Hospitality Policy 	
<p>Monitor work by the council to mitigate and plan for climate change risk.</p>	<p>Council declared a Climate Emergency, and the 2022-27 Climate Change Action Plan was adopted by Council on 16 August 2022.</p> <p>In accordance with section 54(2) of the <i>Local Government Act 2020</i> the Audit and Risk Committee reviewed the progress of the Climate Change Action Plan in March 2024.</p> <p>The Environment and Waste Coordinator was invited to address the Audit and Risk Committee meeting and provide an update on the 2022-27 Climate Change Action Plan.</p>	<p>Complete</p>
<p>Review issues relating to national competition policy and Local Government Performance Reporting Framework (LGPRF)</p>	<p>The Annual Report and the 2024 LGPRF reporting were completed and endorsed by Council in October 2024.</p> <p>The Victorian Auditor-Generals Office – Results of 2022-23 Audits: Local Government notes that (released in 2024):</p> <p>VAGO reported that Strathbogie Shire Council met all its audited financial and performance obligations for 2022-23. Both financial statements and performance statements were signed by the council on 3 October 2023 with VAGO providing a clear audit opinion and signing on 11 October 2023. These signed reports were presented to the council meeting on 17 October 2023.</p> <p>The VAGO reports notes a number of recommendations across the broader Local Government sector and Management is reviewing and considering the recommendations.</p> <p>A review of the Local Government Performance Reporting Framework (at a state level) is underway, and a number of Council officers are participating in technical working groups to inform the project. The recommendations from the review will be implemented in 2026.</p>	<p>Complete</p>

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Monitor Council financial and performance reporting (section 54(2b))		
<p>Review management’s processes for ensuring and monitoring compliance with legislation and other requirements on the external reporting by the Council of financial and non-financial information, performance reporting under the Act, and other relevant legislation.</p>	<p>The Audit and Risk Committee reviewed the draft 2024-25 Budget and Fees and Charges in April 2024 prior to the documents being noted by Council and going out for public consultation. The Budget and Fees and Charges were adopted by Council in June 2024.</p> <p>During the reporting period the external auditor Crowe (Australasia) Pty Ltd completed audits relating to the 2023-24 Financial Statements and Performance Statements.</p> <p>The Audit and Risk Committee considered the Financial and Performance Reports at its meeting on Friday 6 September 2024. The Committee, having reviewed the Annual Financial Report consisting of the Financial and Performance Statements and Notes, recommended the 2023-24 Annual Financial Report be considered for approval by Council.</p> <p>Council’s annual report is a key document that demonstrates the ongoing financial and governance performance of the council and must be prepared each year as per section 98(1) of the Local Government Act 2020 (the Act).</p> <p>The Strathbogie Shire Council Annual Report 2023-24 for the year ended 30 June 2024, including the Financial Report and Performance Statement, as certified by the Victorian Auditor-General, was presented to Council for endorsement in October 2024, acknowledging the performance, key challenges, and highlights for the financial year. The Annual Report was adopted on 17 October 2024.</p>	<p>Complete</p>
<p>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 framework</p>	<p>Policies and procedure have been reviewed at external and internal audits as required and are a standing agenda item on each agenda.</p>	<p>Complete</p>
<p>Review the appropriateness of accounting policies and disclosures to present a true and fair view</p>	<p>Crowe (Australasia) completed their audit in September 2024 and Council received the audited:</p> <ul style="list-style-type: none"> • 2023-24 Annual Financial Reports • 2023-24 Performance Statement and Governance Management Checklist • Final Management Letter • External Auditors Closing Report to Audit Committee 	<p>Complete</p>

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	As part of the finalisation of the Annual Report, the financial and performance statements were adopted by Council on 17 October 2024.	
Review the financial reporting provided to Council and monitor the financial performance and sustainability of Council	<p>In April 2024, the Audit and Risk Committee reviewed the 2024-25 Draft Budget and 2024-25 Draft Fees and Charges and sought clarity around a number of items in the documents.</p> <p>It was agreed that the 2024-25 Draft Budget and 2024-25 Draft Fees and Charges were sound financial budgets.</p> <p>The final audited 2023-24 financial and performance statements were presented to the Audit and Risk Committee in September 2024 for consideration. As part of the finalisation of the Annual Report, the financial and performance statements were adopted by Council on 17 October 2024.</p>	Complete
Assess reports from internal and external auditors that make recommendations about the quality of financial reports such as actual and potential material audit adjustments, financial report disclosures, non-compliance with legislation and regulations, internal control issues	<p>The final audited 2023-24 financial and performance statements were presented to the Audit and Risk Committee in September 2024 for consideration.</p> <p>As part of the finalisation of the Annual Report, the financial and performance statements were adopted by Council on 17 October 2024.</p>	Complete
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.	<p>The final audited 2023-24 financial and performance statements will be presented to the Audit and Risk Committee in September 2024 for consideration.</p> <p>As part of the finalisation of the Annual Report, the financial and performance statements were adopted by Council on 17 October 2024.</p>	
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.	<p>Report on Strategic Risks scheduled as a standing item at quarterly Audit and Risk Committee meetings.</p> <p>Strategic Risk Register scheduled as a standing item at monthly ELT/Management Group meetings.</p>	Complete
Review and recommend enhancements to Council's policy for the oversight and management of business risks.	<p>The Draft Risk Management Policy and Risk Management Framework were presented to the Audit and Risk Meeting in April 2024. The policy and framework were adopted by Council on 18 June 2024.</p> <p>Business Continuity training and testing was undertaken in June 2024 and a progress report was provided to the Audit and Risk Committee in September 2024.</p>	Complete

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<p>Receive regular risk reports, which:</p> <ul style="list-style-type: none"> • 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. 	<p>A report on Strategic Risks is a standing item at quarterly Audit and Risk Committee meetings.</p> <p>Strategic and operational risks considerations are scheduled as a quarterly standing item on ELT/Senior Leadership Group meetings (and led by the Risk Officer) for officers to review existing strategies and risks and assess emerging risks, and report through to Audit and Risk.</p> <p>A review of the strategic risk register was undertaken in February 2024.</p>	Complete
<p>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.</p>	<p>An existing Business Continuity Plan (BCP) and Disaster Recovery Plan developed in 2020 are in place, and a draft Business Continuity Policy is being developed.</p> <p>Bret McLean, Risk Consultant, JLT Public Sector conducted face to face business continuity plan testing and evaluation on 20 June 2024 and the report and recommendations made to the Audit and Risk Committee in September 2024.</p> <p>The Audit and Risk Committee received a report on the Disaster Recovery Plan and Business Continuity Plan in May 2024.</p>	Complete
Oversee external audit function (section 54(2d))		
<p>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 external audit findings for the control environment.</p> <p>Ask the external auditor if there have been any significant resolved or unresolved disagreements with management.</p> <p>Sight all representation letters signed by management and consider the completeness and appropriateness of the information provided</p>	<p>Crowe (Australasia) completed the 2023-24 financial and performance reporting audits, and the following reports were presented to the Audit and Risk Committee in September 2024 for endorsement:</p> <ul style="list-style-type: none"> • 2023-24 Annual Financial Reports • 2023-24 Performance Statement and Governance Management Checklist • Final Management Letter • External Auditors Closing Report to Audit Committee <p>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.</p>	Complete

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Monitor internal controls		
Review the effectiveness of the Council's internal control system with management and the internal and external auditors.	<p>Ongoing program of internal and external audits monitors effectiveness of internal controls.</p> <p>The internal and external auditors attend the Audit and Risk Committee Meetings quarterly.</p> <p>Confidential briefings with the internal auditors are scheduled prior to the commencement of all Audit and Risk Committee meetings.</p>	Complete

11.4.3 Contracts, Works, Variations and Grants Awarded Under Delegation – 21 November 2024 to 31 December 2024

AUTHOR Chief Financial Officer

RESPONSIBLE DIRECTOR Director People and Governance

EXECUTIVE SUMMARY

The purpose of this report is to inform Council and the community of the status of request for the publicly advertised tenders, invitations for written quotations and quotations provided using collaborative and/or third-party contracts and approved which have been awarded under delegation for the period 1 December 2024 to 31 December 2024. This report specifically relates to works that form part of Council's 2024-25 adopted Budget.

This report also details any grants awarded as per Council's adopted Community Funding Model. Council adopted a Community Funding Model at the July 2023 Council Meeting authorising the Interim Chief Executive Officer to award Quick Response Grants.

RECOMMENDATION

That Council note:

- 1. There was one Contract variation awarded under delegated authority by the Interim Chief Executive Officer**
- 2. There was one Contract awarded under delegated authority by Director(s)**
- 3. There was one Low value Contract Variation of up to 15% of original Contract value awarded under delegation in December 2024, and**
- 4. There were three quick response grant applications received during the reporting period.**

PURPOSE AND BACKGROUND

In line with Council's approach to transparency and good governance, the Contracts, Works and Grants Awarded Under Delegation report will be tabled for information purposes at each Council Meeting. The report details any contracts, works or grants that have been awarded under delegated authority by the Interim Chief Executive Officer, a Director, or a Manager within their approved financial threshold.

This report specifically relates to works and/or services that formed part of Council's approved 2024-25 budget.

ISSUES, OPTIONS AND DISCUSSION

Any contract awarded under delegation is undertaken in line with Council's Procurement Policy. Through the Instrument of Delegation to the Chief Executive Officer the Council has delegated authority to the following:

- Chief Executive Officer – award a contract up to the value of \$170,000 for goods and services and \$220,000 for works
- A Director – award a contract up to the value of \$100,000 for goods, services and works
- A Manager – varies in value depending on the functionality contained within the portfolio, awarding of contracts up to the value of between \$10,000 to \$50,000 for goods and services and works.

Council adopted a Community Funding Model at the 18 July 2023 Council Meeting authorising the Chief Executive Officer to award Quick Response Grants via this report. Officers received four Quick Response Grants in this period.

Contracts Awarded Under Delegated Authority by Interim Chief Executive Officer

Contract No.	CN 20/21-12 Environmental Monitoring at Violet Town Landfill
Contract Name	<p>CN 20/1-12 Environmental Monitoring at Violet Town Landfill</p> <p>At the December Council meeting Council adopted the motion 11.3.3. That Council:</p> <ol style="list-style-type: none"> 1. Authorises the Interim Chief Executive Officer to approve further variations up to value of \$50,000 for CN 20/21-12 Environmental Monitoring Violet Town Landfill 2. The additional expense will be referred to Council as part of its mid-year budget review process <p>The Violet Town Landfill requires environmental monitoring, as agreed with the Environmental Protection Authority (EPA), for the ground water, surface water and methane gas treatment effectiveness of the land fill rehabilitation to demonstrate compliance with the requirement of the works to the EPA auditor and the EPA.</p>
Contract Details	<p>As part of EPA requirements, Council is required to undertake quarterly environmental monitoring at the Violet Town Landfill in February, May, August and November of each year. This includes the monitoring of groundwater, surface water, leachate and landfill gas and the generation of a report summarising the works completed in the monitoring rounds.</p> <p>After the May round each year the consultant is also required to provide an annual report outlining all results and any other pertinent information.</p> <p>As this contract has progressed, there have been certain recommendations made by environmental auditors and expert contractors. The landfill itself has had major changes occur during the rehabilitation process and thus new recommendations have been made. The recommendations have resulted in additional monitoring work to meet EPA requirements.</p>

	An update of the Environmental Management Plan (EMP) and Risk Assessment (RA) is required to align with current EPA expectations. The EMP and RA will be replaced with Risk Management and Monitoring Plan (RMMP) which will incorporate the EMP and RA in a single document.
Value Including GST	\$50,000.00
Supplier	SMEC
Scheduled Commencement	Works already in progress
Scheduled Completion Date	30 November 2025

Contracts Variation Awarded Under Delegated Authority by Director

Contract No.	PN 24/25-05 CEO External Recruitment Agency
Contract Name	<p>Variation to PN 24/25-05 - CEO Recruitment Agency</p> <p>At the December Council meeting Council adopted the motion 11.4.3. That Council:</p> <ol style="list-style-type: none"> 1. Authorise the Director People and Governance following a competitive request for quotation process undertaken by the Chief Executive Officer Employment and Remuneration Committee, to award the quotation to the successful external recruitment agency up to the value of \$40,000 (inclusive of GST) and refers any unbudgeted amount to Council as part of the midyear budget review process 2. Provide details of the quotation awarded under Director People and Governance delegation at the next available Ordinary Meeting of Council.
Contract Details	<p>At the 16 April 2024 Council meeting, a report detailed the process for the appointment of an Interim Chief Executive Officer (CEO) for a period of up to twelve months.</p> <p>In accordance with the process detailed in the resolution from the 16 April 2024 Council meeting item on this matter, it was determined that an Interim CEO will be appointed via a selected invitation process targeting experienced former Local Government CEOs.</p> <p>Following this process, the CEO Employment and Remuneration Committee had a recommended appointment for the Interim CEO for Strathbogie Shire Council. This appointment was endorsed by Council, at the 21 May 2024 Council meeting, appointing an Interim CEO for a</p>

	<p>period of up to 12 months effective 15 July 2024, with recruitment for an ongoing CEO to occur after the Council election in October 2024 when Council returned to elected members.</p> <p>In accordance with Strathbogie Shire Council’s current Chief Executive Officer Employment and Remuneration Policy, work on the recruitment process for a permanent Chief Executive Officer has commenced. It is a requirement of the policy that the Committee engage a recruitment consultant to oversee the CEO recruitment.</p> <p>To ensure that the CEO recruitment process is not delayed and in particular the appointment of an external recruitment agency to assist Council with the CEO recruitment process, Council provided authorisation for the Director People and Governance to award the successful quotation under delegation upon direction from the Chief Executive Officer Employment and Remuneration Committee in accordance with Council’s procurement process to the successful recruitment agency.</p>
Value Including GST	\$24,000.00
Supplier	GEM Executive Pty Ltd
Scheduled Commencement	20 December 2024
Scheduled Completion Date	30 June 2025

Contracts Awarded Under Delegated Authority by Director or Manager under 15% Variation original contract value

Contract No.	CN 20/21-12 Environmental Monitoring at Violet Town Landfill for 2024-25
Contract Name	<p>CN 20/21-12 - Environmental Monitoring at Violet Town Landfill for 2024-25</p> <p>Council went to public tender for Contract CN20/21-12 Environmental Monitoring Violet Town Landfill on 5 June 2020 and awarded this contract to SMEC. Council then chose to take up the two-year extension option, which extended the contract out until November 2025.</p> <p>The original, three-year term of this contract had a contracted amount of \$86,100 (excl GST). The first year of the two-year extension had a contract value of \$30,709 (excl GST), whilst the second year of the two-year extension had a contract value of \$32,859 for a total amount of \$149,668 (excl GST) over five years.</p>
Contract Details	<p>A variation of 2.77% for the sum of \$1,001 (inc GST) was approved to be paid to the contractor for changes and additional works to those set out in the Contract document, for the fifth year of the contract. This is within the allowed 15% variation of the executed contract.</p>

Value Including GST	\$1,001.00
Supplier	SMEC
Scheduled Commencement	Works already in progress
Scheduled Completion Date	30 November 2025

Contracts Awarded Under Delegated Authority Manager(s)

Nil.

Quick Response Grants Awarded Under Delegated Authority by Interim Chief Executive Officer.

1.	Applicant	Strathbogie Tablelands Action Group
	Project Overview	Community Health – Defibrillator Maintenance
	Grant Amount approved	\$830.00
2.	Applicant	Shadforth Reserve Committee of Management under auspice Violet Town Action Group
	Project Overview	Shadforth Reserve Internal blinds installation
	Grant Amount approved	\$1,000.00
3.	Applicant	Euroa Pony Club
	Project Overview	Equipment – Trailer Repairs
	Grant Amount approved	\$821.00

COMMUNITY ENGAGEMENT

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

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

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 6: Accountable. Transparent. Responsible.

Be accountable for the decisions we make and the quality of service we deliver.
Maximise public transparency and accountability around our performance and decision-making processes.

Regional, State and National Plans, Policies and Legislation

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

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

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 contracts and grants awarded under delegation
Without projects being awarded under delegation, delays to progressing approved and budgeted projects and not meeting annual Council plan targets are possible	Possible	Moderate	Low	Delegations in place and regular reporting to Council and the community on contracts and grants awarded under delegation

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

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

This report demonstrates that Council is being transparent by providing information to the community regarding the awarding of any works projects and grants issued under delegation.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

The contracts, works and grants awarded under delegation are projects that have formed part of Council’s adopted 2024-25 budget and were within the budget allocation.

SUSTAINABILITY CONSIDERATIONS

Economic

Works awarded under delegation provide an opportunity to generate great economic benefit using local contractors and the purchasing of materials and supplies. In addition, the enhancement of infrastructure continues to make our municipality a place of destination, one where people choose to live, work and play.

Social

Each project includes several social benefits to our community. Some of these benefits include infrastructure that encourages health and wellbeing activities and amenity improvements.

Environmental

The author of this report considers that the recommendation has no significant implications on Climate Change and on the general environment.

Climate Change

The author of this report considers that the recommendation has no significant implications on Climate Change and on the general environment.

HUMAN RIGHTS CONSIDERATIONS

This report considers that the recommendations do not limit any Human Rights under the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

CONCLUSION

It is important that decisions and actions taken under delegation be properly documented and transparent in nature. The report details the publicly advertised tenders, invitations for written quotations and quotations provided using collaborative and/or third-party contracts which have been awarded by the Interim Chief Executive Officer, Directors, and Managers under delegated authority of the Council during the period 1 December 2024 to 31 December 2024.

This report advises Council of any grants awarded under CEO delegation as per Council's adopted Community Funding Model. There were three grants awarded during the reporting period.

This report also advises of any Contract variations of up to 15% of original Contract value. There was one variation to Contracts that meet this requirement during the reporting period.

ATTACHMENTS

Nil

11.4.4 Record of Informal Meetings of Councillors - December 2024

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 29 November 2024 to 31 December 2024 are shown in the attachments below.

RECOMMENDATION

That Council:

Notes the Record of Informal Meetings of Councillors from 29 November 2024 to 31 December 2024.

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 6: Accountable. Transparent. Responsible.

Achieve the highest level of good governance across the organisation and as an elected Council.

Maximise public transparency and accountability around our performance and decision-making processes.

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

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

This report 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.

ATTACHMENTS

1. 20241129 Record of Informal Meetings of Councillors
2. 20241203 Record of Informal Meeting of Councillors
3. 20241210 Record of Informal Meeting of Councillors
4. 20241216 Record of Informal Meetings of Councillors
5. 20241217 Record of Informal Meetings of Councillors

Staff Only

Record of Informal Meetings of Councillors

Meeting Details	Title	Transition Program
	Date and Time	29 November 2024 at 1:00 pm
	Location	Euroa Conference Room
Present	Councillors	<ul style="list-style-type: none"> Deputy Mayor Cr Jeffery Cr Carlson Cr Holloway
	Officers	<ul style="list-style-type: none"> Tim Tamlin – Interim CEO Andrew Davis – Chief Financial Officer Sagara Gunasekara – Finance Coordinator
	Guest Speakers	Nil
	Apologies	Nil

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	Detailed briefing 2024-25 Budget	None

The meeting concluded at 2:30 pm

Record completed by	Officer Name:	Kerry Lynch
	Officer Title:	Governance Officer

Staff Only

Record of Informal Meetings of Councillors

Meeting Details	Title	Transition Program
	Date and Time	3 December 2024 at 9:30am
	Location	Euroa Conference Room
Present	Councillors	<ul style="list-style-type: none"> Mayor Cr Ewart-Kennedy Deputy Mayor Cr Jeffery Cr Carlson Cr Holloway Cr Binks Cr Stevens Cr Halsall Marg Allan Municipal Monitor
	Officers	<ul style="list-style-type: none"> Tim Tamlin – Interim CEO Amanda Tingay – Director People and Governance Rachael Frampton – Director Planning and Community Michelle Harris – Interim Media and Communications Manager Kerry Lynch – Governance Officer Dan Moloney – Acting Manager Asset Planning (Inland Rail briefing) Kate McKernan – Manager Community and Culture (Events Policy briefing)
	Guest Speakers	Nil
	Apologies	Nil

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	CEO and Councillor time	None
2	Inland Rail briefing with internal staff	None
3	Community Vision and Council Plan	None
4	Governance Rules	None
5	School Crossings	None

Staff Only

6	Events Policy	None
7	Mayoral Regalia	None
8	Review draft agenda meeting 10 December 2024	None

The meeting concluded at 3:30 pm

Record completed by	Officer Name:	Kerry Lynch - Governance Officer
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Staff Only

Record of Informal Meetings of Councillors

Meeting Details	Title	Transition Program
	Date and Time	10 December 2024 at 10:00am
	Location	Euroa Conference Room
Present	Councillors	<ul style="list-style-type: none"> Mayor Cr Ewart-Kennedy Deputy Mayor Cr Jeffery Cr Carlson Cr Holloway Cr Binks Cr Stevens Cr Halsall Marg Allan Municipal Monitor
	Officers	<ul style="list-style-type: none"> Tim Tamlin – Interim CEO Amanda Tingay – Director People and Governance Brian Doyle – Acting Director Sustainable Infrastructure Rachael Frampton – Director Planning and Community Michelle Harris – Interim Media and Communications Manager Braydon Aitken – Manager Planning and Investment (Land Use and Planning briefing)
	Guest Speakers	Inland Rail representatives, Euroa Connect representatives, Planology – Darren Wong
	Apologies	Nil

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	Inland Rail Briefing	None
2	Euroa Connect Briefing	None
3	Land Use and Planning	None
5	Review Council Agenda	None

The meeting concluded at 4:00 pm

Record completed by	Officer Name:	Kerry Lynch - Governance Officer
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Staff Only

Record of Informal Meetings of Councillors

Meeting Details	Title	Transition Program
	Date and Time	16 December 2024 at 9:00am
	Location	Euroa Conference Room
Present	Councillors	<ul style="list-style-type: none"> Mayor Cr Ewart-Kennedy Deputy Mayor Cr Jeffery Cr Carlson Cr Holloway Cr Binks Cr Stevens Cr Halsall Marg Allan Municipal Monitor
	Officers	<ul style="list-style-type: none"> Amanda Tingay – Director People and Governance 10:00 – 10:15am
	Guest Speakers	Wendy Jones Chair CEO Performance Recruitment Committee
	Apologies	Nil

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	CEO Recruitment	None

The meeting concluded at 10:15 am

Record completed by	Officer Name:	Michelle Bromley – Coordinator Governance and Records Management
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Staff Only

Record of Informal Meetings of Councillors

Meeting Details	Title	Transition Program
	Date and Time	17 December 2024 at 10:00am
	Location	Euroa Conference Room / Teams
Present	Councillors	<ul style="list-style-type: none"> Mayor Cr Ewart-Kennedy Deputy Mayor Cr Jeffery Cr Carlson Cr Holloway Cr Binks Cr Halsall Marg Allan Municipal Monitor
	Officers	<ul style="list-style-type: none"> Tim Tamlin – Interim CEO Amanda Tingay – Director People and Governance Rachael Frampton – Director Planning and Community Andrew Davis – Chief Financial Officer Sagara Gunasekara – Finance Coordinator
	Guest Speakers	Nil
	Apologies	<ul style="list-style-type: none"> 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 Considered		Disclosures and Comments
1	Mid-year capital budget	None
2	Euroa Connect – next steps	None
3	Chinamans Bridge	None
4	General discussion	None

The meeting concluded at 12:30 pm

Record completed by	Officer Name:	Kerry Lynch - Governance Officer
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11.5 Communications, Engagement and Advocacy

12 Notice of Motion

13 Notice of Rescission

14 Urgent Business

15 Confidential Business

15.1 Chief Executive Officer Recruitment

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 to discuss:

Chief Executive Officer Recruitment

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

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.

OFFICIAL: Sensitive



STRATHBOGIE SHIRE COUNCIL

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

COUNCIL MEETING DATE: 21 January 2025

ITEM C.B. 15.1

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

- Chief Executive Officer Recruitment

DESIGNATION UNDER S. 66(2) OF THE LOCAL GOVERNMENT ACT 2020

(a)	the meeting is to consider confidential information	<input checked="" type="checkbox"/>
(b)	security reasons	<input type="checkbox"/>
(c)	to enable the meeting to proceed in an orderly manner	<input type="checkbox"/>

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*):

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

DECISION TO BE MADE (explain the type of decision which Council is considering (to the extent possible without disclosing confidential business):

The report relates to the confidential matters regarding the recruitment of the Chief Executive Officer.

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:

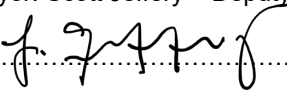
A statement will be made on 21 January 2025 following the consideration of the confidential report.

OFFICIAL: Sensitive



SIGN OFF - CLOSURE OF MEETING TO THE PUBLIC


Submitting Mayor: Scott Jeffery – Deputy Mayor

Signature: 

Date: 16 / 01 / 2025

SIGN OFF – CEO EMPLOYMENT AND REMUNERATION COMMITTEE

Scott Jeffery, Representative CEO Employment and Remuneration Committee

Signature: 

Date: 16 / 01 / 2025

16 Next Meeting

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

There being no further business the meeting closed atpm.