



Murrindindi
Shire Council

Scheduled Meeting of Council

Agenda

Wednesday 1 March 2023
(22 February 2023 – postponement)
Yea Council Chambers
The Semi Circle
6:00 PM

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1 ACKNOWLEDGEMENT OF COUNTRY AND COUNCILLORS' PLEDGE

1.1 Acknowledgement of Country

The meeting will be opened with the Mayor reading the following on behalf of the Murrindindi Shire Council:

“Murrindindi Shire Council is proud to acknowledge the Taungurung and Wurundjeri people as the traditional custodians of the land we now call Murrindindi Shire.

We pay our respects to their Elders past, present and emerging, who are the keepers of history, traditions, knowledge and culture of this land.”

1.2 Councillors' Pledge

“The Councillors, democratically elected to represent our community as the Murrindindi Shire Council, are committed to working together in the best interests of the people who live in our municipality, those who conduct business here and those who visit.”

2 PROCEDURAL MATTERS

2.1 Privacy Note

This public meeting is being streamed live via our Facebook page and website. A recording of the meeting along with the official Minutes of the meeting will also be published on our website.

2.2 Apologies and Request for Planned Leave

2.3 Disclosure of Interest or Conflict of Interest

In accordance with section 130 (1)(a) of the *Local Government Act 2020* Councillors are required to disclose any “conflict of interest” in respect of a matter to be considered at a Council Meeting.

Disclosure must occur immediately before the matter is considered or discussed.

2.4 Confirmation of Minutes

Minutes of the Scheduled Meeting of Council held on 14 December 2022.

RECOMMENDATION

That Council confirm the minutes of the 14 December 2022 Scheduled Meeting of Council.

2.5 Petitions

Petitions received will be tabled at the Scheduled Meeting of Council.

2.6 Community Recognition

Council had invited representatives of the key volunteer agencies that supported the Murrindindi Shire communities through the emergency response and ongoing recovery following the October 2022 Floods to attend and be formally recognised and thanked by Council.

However due to the postponement of the 22 February 2023 Scheduled Meeting this recognition will now occur at the 22 March 2023 Scheduled Meeting of Council.

2.7 Matters Deferred from Previous Meeting

Council may resolve to defer a matter to a future meeting for consideration for various reasons. Where a matter has been previously deferred it will be tabled for consideration under this section.

2.8 Urgent Business

Council may by resolution admit an item of urgent business only if:

- a. it relates to or arises out of a matter which has arisen since distribution of the Agenda; and
- b. deferring the item until the next Meeting will mean a decision on the item will not have any effect on the matter; or
- c. the item involves a matter of urgency as determined by the Chief Executive Officer; and
- d. it cannot be addressed through an operational service request process.
- e. Provided the matter does not:
 - I. substantially affect the levels of Council service
 - II. commit Council to significant expenditure not included in the adopted budget
 - III. establish or amend Council Policy.

3 PUBLIC PARTICIPATION

3.1 Open Forum

Section 8 of the *Governance Rules 2020* allows for Community Participation in Council Meetings. Open Forum is an opportunity for the general public to present to Council on a matter listed on the Agenda or any other matter.

3.2 Questions of Council

Questions of Council are an opportunity for the general public to submit a question prior to the Scheduled Meeting and receive a response from Council in the Questions of Council time.

4 REPORTS - ASSETS AND DEVELOPMENT DIRECTORATE

4.1 Capital Works Mid-Year Review

Attachment(s)	Attachment 1 - Capital Works Program - Mid Year Review - December 2022 - Proposed Funding Adjustments [4.1.1 - 7 pages] Attachment 2 - Capital Works Program - Mid Year Review - December 2022 - Proposed Carry Fowards [4.1.2 - 4 pages] Attachment 3 - Capital Works Program - Mid Year Review - December 2022 - Program Financials [4.1.3 - 5 pages] Attachment 4 - Capital Works Program - Mid Year Review - December 2022 - Program Comments [4.1.4 - 7 pages]
Presenter	Vito Albicini, Director Assets & Development
Approved by	Director Assets & Development
Purpose	For decision

Executive Summary

This is the Mid-Year progress report of the capital works program (CWP) for the 2022/23 financial year. The period of reporting is from 1 July 2022 to the end of December 2022. The CWP is made up of those projects endorsed by Council as part of the 2022/23 budget, projects shown for carry forward from the 2021/22 program and any approved projects that have received grant funding during the financial year.

RECOMMENDATION

That Council:

1. Receive the mid-year report for the quarter ending 31 December 2022 on the status of the delivery of the Capital Works Program
2. Approve the funding adjustments and carry forward amounts as presented in Attachments 4.1.1, and 4.1.2 and 4.1.3.

Background

The program has now reached the mid-year review of the 2022/23 CWP with project scoping mostly complete and request for tenders underway. Some major projects have been awarded and multiple projects are under construction. Total projects included in the Capital Works Program is 134. It should be noted that the delivery of the Capital Works Program was delayed by two months due to reallocating resources to support the October flood response and recovery.

Discussion

A general overview of the Capital Work Program delivery status:

A number of projects are currently on track (Green). There are several projects that funding is recommended to be carry forward to the 2023/24 financial year with a detailed list attached to this report. The other traffic light indicators presented in the attached reports are on hold (Blue), possible carry forward (Yellow) and expected carry forwards (Red). The total number of projects programmed for delivery is 134. 39% of the overall program has been delivered to date as a weighted average. Although construction for some projects have been completed, the project is not marked complete until an asset handover has been completed.

Key highlights for the quarter (non-Level 1 Projects):

- William Street Footpath Variations Completed
- Castella Road Sealing Design Awarded
- Strath Creek Hall Retaining Wall Upgrade Completed
- Bakers' Lane Furniture Installed
- Eildon Pondage Electricity Upgrade Complete
- Shire Wide Bike Repair Stations and Pumps Installed

	Complete
	On Track
	On Hold
	Possible Carry Forward
	Expected Carry Forward

A general overview of the Capital Work Program financial position:

Original Budget:	\$18,579,000
Current Revised Budget:	\$27,503,528
Total Committed:	\$10,004,023
Actual Expenditure:	\$4,061,591

The predicted Carry Forward is \$7,269,834 which is recommended for adjustment as part of this review.

As of 31 December 2022, predicted overall program overspend that will need savings reallocated during the second half of the program is \$57,294. With several projects nearing completion, it is expected that this overspend will be covered by future savings from within the capital program.

Proposed funding adjustments – Mid Year 2022/23

See Attachment 4.1.1 list and comments. The total recommended funding adjustment is presented below.

	Savings	Demand
Overall Total	\$1,341,576	\$1,398,870
Difference	-\$57,294	

Proposed Carry Forwards – Mid Year 2022/23

See Attachment 4.1.2 for list and comments. The total recommended carry forward amount is presented below.

Total Carry Forward	\$7,269,834
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Post funding adjustments and carry forwards, the proposed revised budget is \$20,290,988.

Review of Level 1 Projects

Bridge Renewal Program - \$4.63m

Final costings have been received from the contractor for the alternate alignment on Break O'Day Road Bridge. Feedback will be sort from the Community for both construction options prior to a report being presented of the construction options to Council in March 2023.

Final Guard rail and other signage on Yarck Road Bridge expected to be installed in February 2023. Existing bridge has been removed.

Construction for Yea Caravan Park bridge will begin on 1 May 2023 and predicted to be completed by the long weekend in mid-June. Bridge works currently anticipated to take 6 weeks.

Eildon Reserve Redevelopment - \$5.83m

Current tenders are being assessed. Deliberative consultation is occurring with the Eildon community concerning the potential sale of land to fund the project.

Yea Lawn Cemetery (Delivered on Behalf of the Trust) - \$100k

TLaWC (Taungurung Land and Waters Council) have approved the works.

Final scope review has identified additional funds needed to deliver project successfully. Scope has been altered to allow for future upgrades to seal the surface without needing to upgrade the pavement.

Blue Gums Trail, Eildon - Grant 980 - \$2.1m

Works underway and making satisfactory progress. Works on boundary alignment is in line with TLaWC requirements.

Expected project completion in April 2023.

Wilhelmina Falls Road Sealing - \$712k

Design has commenced and is expected to be complete by April 2023.

Snobs Creek Road Widening - \$850k

The revised design has been received which has significantly reduced the extent of vegetation affected. The October 2022 floods have caused damage to Snobs Creek Road which is expected to affect the works program. Project will be carried forward to 2023/24 capital program.

Marysville Caravan Park Pool - \$85k

Works on hold whilst further scoping is undertaken, and budget confirmed to be sufficient.

GVRT (Great Victorian Rail Trail) Art Installation & Signage - Grant 983 - \$1.1m

Works progressing. Construction of footings commenced.

Alexandra Rotary Park & Visitor Activity Precinct - \$1.72m

Works on play equipment are complete. Pump track base pavement underway with surrounding pathways poured. Landscaping works complete. Some additional works identified which will begin in February 2023.

Works anticipated to be completed by March 2023.

Landfill Capping Cell 1A - Alexandra

Revised design and audit review submitted to EPA (Environment Protection Authority) for approval. RFT for construction to occur in early 2023.

Skyline Road – Upgrade & Sealing - \$605k

Works awarded with design work beginning in early 2023. Design initiation meeting organised with key stakeholders. This will involve discussing key outcomes and followed by a site drive along the road to identify key tourist areas and developing opportunities.

Street Tree Program - Nature Strip in-fill tree planting of trees to replace/removed - \$22k

Works underway with William Street Alexandra complete and Falls Road Marysville being reviewed by arborist.

Kinglake - Closed Landfill Rehabilitation - \$1.5m

Investigation report complete. Design presented to EPA.

RFT for construction currently out to tender. Expected award at March Council Meeting.

Kinglake West Pheasant Creek Town Entry Signage - \$60k

Review of scope has commenced. Consultation with key stakeholders to occur late this year. Design consultant engagement and construction deferred to 2023/24 capital program.

Alexandra Commercial Area – Streetscape Development - \$50k

Design works deferred to 2023/24 capital program post consultation and stakeholder engagement that is anticipated to occur mid-year.

Alexandra Rotary Park – Upgrades - \$150k

Works on lighting complete with savings identified. Items such as benches, bins, fencing and skatepark surface renewal identified for delivery with remaining funds.

Alexandra Downey Street Carpark Upgrade - \$170k

Project has been retendered with expected award in late-February.

Council Plan/Strategies/Policies

This report supports the following strategies and objectives under the *Council Plan 2021-2025 Beautiful Towns and Rural Settings* pillar to:

- “Connect our communities through improved roads, footpaths and public transport.”
- “Deliver efficient, sustainable land use planning outcomes to enhance liveability, protect our unique rural character and natural beauty, and to enable growth.”
- “Provide fit-for-purpose infrastructure that meets current and future service demands and needs for our community.”
- “Provide spaces within our towns that are vibrant, attractive, safe and accessible.”

This report supports the following strategies and objectives under the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* pillar to:

- “Ensure our services, people and systems deliver the best possible outcomes for our communities now and into the future.”
- “Ensure Council remains financially sustainable through sound management, forward planning, innovative service delivery and asset consolidation as appropriate.”
- “Maintain transparent, inclusive and accountable governance practices.”

Relevant Legislation

Local Government Act 2020.

Financial Implications and Risk

Timely reporting of financial issues assists in early identification of the need for corrective action or reallocation of budget where required. Reporting of project progress also provides Council and the community with an understanding of when projects will commence and communicates delays if they occur.

Several projects required funding adjustments due to scope changes or insufficient funds to complete the project. The additional funding is sourced from savings from within the capital works program.

A detailed list of recommended funding adjustments is shown in Attachment 4.1.1.

A detailed list of recommended carry forward projects and amount are shown in Attachment 4.1.2.

A detailed financial summary and status report of the Capital Works Program as of the end of December 2022 is shown in Attachment 4.1.3 and 4.1.4.

Conflict of Interest

There are no declared conflicts of interest by Council officers in relation to this report.

Community and Stakeholder Consultation

No external community or stakeholder consultation was required for this matter.

5 REPORTS - COMMUNITY ENGAGEMENT DIRECTORATE

5.1 Grant and Contributions Program - January and February Allocations

Attachment(s)	Nil
Presenter	Kate Siebert, Interim Director Community Engagement
Approved by	Interim Director Community Engagement
Purpose	For decision

Executive Summary

This report provides Council with the December and January Grants and Contribution Program applications and variation requests and the Panel Assessment Report ahead of the February Scheduled Meeting of Council.

RECOMMENDATION

That Council:

1. That Council endorse the following allocations recommended by the Grants and Contributions Assessment Panel:
 - a) Creative Bytes Inc - Creative Youth Coding Program for \$1,688.
 - b) Kids - NAIDOC Week School Initiatives for \$500.
 - c) Rotary Club of Alexandra - Easter Art Show 2023 for \$2,500.
 - d) Goulburn Valley Suicide Awareness Group - Suicide Awareness Walk #3 for \$2,250.
 - e) Kinglake District Cricket Club – Kinglake Trash ‘n’ Treasure Market for \$2,000.

2. That Council note the following variations granted by the Grants and Contributions Assessment Panel:
 - a) The Outdoor Education Foundation – Young Men, Old Mountains to remove gender specification.
 - b) Pathway Carers Murrindindi – Pathway for Carers for extension of time.

Background

The Grants and Contributions Program provides the opportunity for not-for-profit community groups and organisations, social enterprises and businesses to seek funding from Council to support events, activities and projects that align with the *Murrindindi Shire Council 2021-2025 Council Plan*.

The funding streams provided under the program are:

- Fee Reductions (and waivers by exception)
- Quick Response
- Governance, Skills and Capacity Building
- Sponsorships (including eligible individuals)
- Community Projects and Events
- Small and New Tourism Events
- Events of State Significance
- Business Plan Support.

Each stream has its own objectives, eligibility and assessment criteria and can be found in the Program Guidelines on Council's website.

Assessment currently occurs monthly for all streams.

Discussion

Council officers have assessed the following grant variations and provide the following recommendations:

Variation Requests

A) CPE-21/22-022 The Outdoor Education Foundation - Young Men, Old Mountains

The Outdoor Education Foundation runs two, 7-day programs for Year 8 students. One titled Young Men, Old Mountains is for Year 8 boys. A second program, Women of the Wild is for Year 8 girls. As a result of low interest from boys in Murrindindi, and high interest in the equivalent girls program, the Foundation has requested the boys program fund two girls to participate in the program.

B) CPE-21/22-003 Pathway Carers Murrindindi - Pathways for Carers

Current fund recipients have requested a project extension as a result of ill health. The carers and those cared have been unable to complete the project, which is partly delivered. It is the intention to complete the project by the end of financial year.

New applications

Council officers have assessed the following grant applications and provided recommendation for decision by Council:

A) CPE-22/23020 Creative Bytes Inc - Creative Youth Coding Program

Teach students in Grades 4-6 how to code by creating a video game. We built the program with leading academics from University of Melbourne, Monash University and UNESCO. Creating a game combines many areas of knowledge including english, maths, logic and music. Once students have created the game, students will then learn how to compose an accompanying soundtrack. The program culminates in embedding the composition into the game. Students can give a short presentation to family and friends at the end of the afternoon and will be able to export the game to take home with them. Program at Alexandra Town Hall.

B) CPE-22/23022 Koori Kids - NAIDOC Week School Initiatives

The NAIDOC Week School Initiatives is a successful program that provides an added educational activity for school students that promotes awareness of NAIDOC Week, Cultural Diversity and reconciliation. The program involves students in a variety of competitions including; Colouring-in, Poem Writing, Creative and Essay Writing. They are open to all students from state, catholic and independent schools across the LGA to promote community harmony. The NAIDOC Week School Initiatives have been partnered by council for a number of years. Each year we receive participation from schools from right across the Murrindindi region

C) CPE-22/23021 Rotary Club of Alexandra - Easter Art Show 2023

The Annual Easter Art Show, this year in a new venue, the Alexandra Shire Hall provides an opportunity for artists both local and from further afield to display and sell their works. It is an important social event in the Alexandra calendar- Opening Night especially is an opportunity for people to come together, especially after Covid induced restrictions in recent years. The Art Show is one of the must-see events for Easter visitors to Alexandra. It is the principal fundraising activity for the Rotary Club of Alexandra, setting up for the 2023-24 program of activities, locally, nationally and internationally

D) CPE-22/23018 Goulburn Valley Suicide Awareness Group - Suicide Awareness Walk #3

The walk from Yea Railway Reserve to twin bridges on the rail trail will continue to raise the awareness of suicide in the Goulburn Valley and surrounds. The walk is being held in conjunction with World Suicide Prevention Day (10th of September). The walk will be preceded by a guest speaker and by the Founder of the organisation. The Rotary Club of Yea will provide a BBQ at the completion of the walk. An opportunity for those touched by suicide in our community and beyond to acknowledge loss, grief and hope together.

E) ES-22/23-005 Kinglake District Cricket Club - Kinglake Trash 'n Treasure Market

A Trash n Treasure market including stalls and car boot sales to recycle, reclaim and reuse resident's excess belongings, reducing landfill, encouraging tourism in the area and boosting local shop traffic.

The inaugural Kinglake Trash n Treasure Market will be held in the car park and oval of the Kinglake Memorial Grounds and open to the public between 10am and 2pm. Cars are invited to set up car-boot sales in the car park area and walk-in stalls are invited to line the fence of the oval between the car park and clubrooms.

Council Plan/Strategies/Policies

This report supports the *Council Plan 2021-2025 Growth and Opportunity* strategies to:

- prioritise and promote a culture in which the economy, businesses and community can grow and thrive.
- boost local investment and employment opportunities through activities that encourage businesses, social enterprise, and industry sectors to thrive and grow.
- support and promote our tourism and events sector to boost the economy through increased visitation.

Relevant Legislation

There are no legislative considerations to this report.

Financial Implications and Risk

The below financial table shows grant funds allocated to date in this Financial Year:

Grant Stream	February allocations	Year to date allocations	Total 22/23
Fee Reductions	\$0	\$5,533	\$5,533
Governance, Skills and Capacity Building	\$0	\$0	\$0
Quick Response	\$0	\$0	\$0
Community Sponsorship, Projects and Events	\$6,938	\$35,828	\$42,766
Tourism Events	\$2,000	\$12,500	\$14,500
Business Plan Support	\$0	\$0	\$0
Funds returned to Council	\$0	\$0	\$0
Other grants	\$5,000	\$0	\$5,000
TOTAL	\$8,938	\$53,861	\$67,799

The indicative total budget of the Grants and Contributions Program for the 22/23 financial year is \$180,000.

Conflict of Interest

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

Community and Stakeholder Consultation

No external community or stakeholder consultation was required for this matter.

6 REPORTS - CORPORATE & SHARED SERVICES DIRECTORATE

6.1 Service Provision and Fire Danger Ratings Policy

Attachment(s)	Attachment 1 - Policy - Service Provision and Fire Danger Ratings (Revision) [6.1.1 - 6 pages]
Presenter	Michael Chesworth, Director Corporate & Shared Services
Approved by	Director Corporate & Shared Services
Purpose	For decision

Executive Summary

This report seeks Council's endorsement of the revised Service Provision and Fire Danger Ratings Policy.

Council has a legal obligation to ensure its employees, Councillors and the general public are not placed in situations of risk to safety due to its services and actions. The Service Provision and Fire Danger Ratings Policy outlines changes to Council's services on days declared to be the most dangerous if a fire started, to minimise potential risks to personal safety.

The policy has been updated to reflect the new Fire Danger Ratings that were adopted in Victoria on 1 September 2022. The policy will be invoked on days of Catastrophic fire danger or, at the discretion of the CEO, on days of Extreme fire danger where the Fire Behaviour Index is predicted to be greater than 75.

RECOMMENDATION

That Council endorse the revised Service Provision and Fire Danger Ratings Policy.

Background

The Service Provision and Fire Danger Ratings Policy outlines changes to Council's service provision on days predicted to pose the highest fire danger risks to the public, based on Fire Danger Ratings.

Council last reviewed this Policy in December 2021. Whilst it is not due for review again there have been changes made to the Fire Danger Rating system that the Policy is based upon.

On 1 September 2022, Victoria aligned its Fire Danger Ratings to the Australian Fire Danger Rating System (AFDRS) which is now used across Australia. This reduces the previous 7 level rating system (Code red, Extreme, Severe, Very high, High, Moderate and Low), to a much simpler 4 level structure (Catastrophic, Extreme, High and Moderate).

Previously this policy was invoked on days with a fire danger rating of Code Red, or at the CEOs discretion on days of Extreme fire danger. This has been updated in the policy to reflect the new ratings with the policy now being invoked on days of Catastrophic fire danger or, at the discretion of the CEO, on days of Extreme fire danger where the Fire Behaviour Index is predicted to be greater than 75.

Days of Catastrophic fire danger are considered by fire agencies to be the most dangerous, with fire behaviour predicted to be uncontrollable, unpredictable and fast moving. On such days the CFA advises people to leave areas of high bushfire risk, either the night before, or early in the morning and avoid heavily grassed or forested areas.

Many public services will be reduced or suspended on Catastrophic fire danger days, including schools, kindergartens, pre-schools and employment generally is likely to be disrupted as people heed the advice of the CFA and enact their bushfire preparedness plans.

Council has a legal responsibility to provide a duty of care to its employees, Councillors and the general public to ensure people are not placed in undue risk as a consequence of Council's services and activities.

Discussion

The Policy recognises that Council's services will operate with altered or reduced service levels on Catastrophic or Extreme fires danger days for the following reasons:

- the large area within the Shire considered to be of high bushfire risk
- the need to ensure Council's operations do not unintentionally start a fire
- the need to provide for the safety of Council staff and to ensure that the public is not placed in situations of undue risk when travelling to and accessing Council services
- to ensure sufficient staff resources can be re-deployed to emergency response planning functions and, in the event of a fire event, provision of support to fire combating agencies and emergency relief centres; and
- the likelihood that some staff will take approved leave on such days to attend to family arrangements and to enact personal bushfire plans.

The Policy indicates that Council offices in Alexandra, Yea and Kinglake will remain open, as far as practicable, on days of catastrophic or extreme fire danger.

The Policy emphasises the need to avoid all non-essential travel particularly on these days. The Policy requires that Council meetings as well as Council's Delegated Community Asset Committees or Council appointed Advisory Committee meetings be cancelled or held virtually on Catastrophic fire danger days recognising the extent of travel often required for Councillors, staff, volunteers and members of the public to attend meetings.

Given that the urban centres of both Alexandra and Yea are the only areas in the Shire not considered bushfire prone there may be a greater propensity for people enacting their fire plans on Catastrophic days to relocate to these towns. Where possible, Council's recreational services such as swimming pools and library services will be maintained in these towns.

The Policy also requires that a number of non-essential Council services in locations outside Yea and Alexandra will be suspended on Catastrophic Days, given the need for travel to, or through, higher risk bushfire prone areas by staff and the public to deliver or access these services. These include Maternal Child and Health Services (Toolangi, Kinglake, Eildon, Marysville and Flowerdale), Swimming Pools in Eildon and Marysville and all mobile library services.

The Policy also indicates that Council's outdoor infrastructure operations will be suspended, with staff on stand-by arrangements to respond to any emergencies arising.

The Policy also indicates that Council will issue media releases outlining the services available on Catastrophic fires danger days. Council's website and Facebook pages will include regularly updated information concerning the availability of Council services and Council will utilise the services of UGFM Community Radio to issue bulletins where possible.

A copy of the revised Policy is included in Attachment 6.1.1.

Council Plan/Strategies/Policies

This report supports the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* strategy to “improve emergency readiness through active emergency management planning to enhance community preparedness and resilience”.

Relevant Legislation

Council is obliged under the *Occupational Health and Safety Act 2004* to provide a duty of care to its employees, Councillors and the general public. Therefore, Council needs to mitigate potential risk on days of significant fire danger by restricting work to essential services and those services that do not impose unnecessary risks.

This Policy supports the requirements of the *Emergency Management Act 2013* and *Country Fire Authority Act 1958*.

Financial Implications and Risk

The Policy is aimed to ensure that Council personnel (including employees, Councillors, volunteers and contractors) and members of the public are not placed in situations of undue risk on days of significant fire danger when conducting Council business or in accessing Council services.

In the event of an actual fire emergency on a catastrophic fire danger day, Council’s emergency management procedures, documented in Council’s Municipal Emergency Management Plan (MEMP), will come into operation.

Conflict of Interest

There are no declared conflicts of interest by Council officers in relation to this report.

Community and Stakeholder Consultation

No external community or stakeholder consultation was required for this matter.

If the Policy is invoked by the Chief Executive Officer, the specific service delivery aspects will be communicated widely to the community.

6.2 Public Interest Disclosure Policy Review

Attachment(s)	Attachment 1 - Policy - Public Interest Disclosures (Revised) [6.2.1 - 8 pages]
Presenter	T Carter, Manager Governance & Risk
Approved by	Director Corporate & Shared Services
Purpose	For decision

Executive Summary

The purpose of this report is to present to Council for endorsement the revised Public Interest Disclosures (whistleblowers) Policy.

Since the adoption of the policy in 2020, there have been no changes in legislation or regulations in relation to the Public Interest Disclosure scheme. As a result, the policy remains current, only requiring minor administrative updates.

The policy was presented to the Audit and Risk Advisory Committee in December 2022 for comment. The Committee suggested two minor wording changes to facilitate understanding of the policy by the general public. These changes have been included in the current version of the policy attached.

RECOMMENDATION

That Council endorse the revised Public Interest Disclosures (whistleblowers) Policy.

Background

Council's Public Interest Disclosure Policy was adopted by Council at its 22 January 2020 Meeting.

This policy was adopted in accordance with the legislative changes which included the change of name from Protected Disclosure Act 2012 to Public Interest Disclosures Act 2012.

The policy is now due for review and an updated version is presented to Council for endorsement.

Discussion

The Public Interest Disclosures Policy (the Policy) was comprehensively reviewed in early 2020 following a change in legislation from the Protected Disclosures to the Public Interest Disclosures scheme.

There have been no changes to the Public Interest Disclosures legislation or scheme since this last review of the Policy.

The Policy was presented to Council's Audit and Risk Committee for feedback in December 2022, resulting in the following recommended changes:

- adding a statement to link the purpose of the policy with Council's aim to deliver a fair, reasonable and adequate service to the community
- adding reference to '*whistleblowers*' to the policy, as it is a term that the general public tend to recognise and understand more widely.

Further administrative updates have occurred, these include:

- addition of the Acknowledgement of Country.
- referencing to the Gender Impact Assessment.
- referencing to the new *Local Government Act 2020*.

The Policy is attached to this report.

Council encourages and supports a culture of transparency and accountability as a key priority. As such, awareness on Council's Public Interest Disclosure Policy and procedures continues to be promoted internally as part of:

- the Fraud and Corruption Control training program for staff.
- the 'Integrity Matters' articles regularly circulated to staff on Council's intranet.
- the Councillor induction program.

The Policy and procedures are published on Council's website to facilitate disclosures from members of the community. Disclosures can be made either electronically via email at Disclosures@murrindindi.vic.gov.au, by post or in person to the Public Interest Disclosures

Coordinator (Michael Chesworth, Director Corporate & Shared Services) or the Public Interest Disclosures Officer (Tara Carter, Manager Governance & Risk).

Any external enquiries that are received are assessed and if they are deemed not to constitute a disclosure, nor warrant an investigation under Council's Fraud and Corruption Control Policy or require external referral, they are then considered under Council's normal customer service request or customer complaint processes.

Council Plan/Strategies/Policies

This report supports the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* strategic objective "to ensure our services, people and systems deliver the best possible outcomes for our communities now and into the future".

Relevant Legislation

Council's Public Interest Disclosures Policy and relevant processes are legislated by the *Public Interest Disclosure Act 2012*.

Financial Implications and Risk

Breaches of the Act may give rise to civil liabilities and on occasion criminal penalties. By reviewing the Policy and processes on a regular basis, Council heightens its capacity to defend claims of vicarious liability.

Conflict of Interest

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

Community and Stakeholder Consultation

No external community or stakeholder consultation was required for this matter.

6.3 Council Plan 2021-2025 Quarterly Performance Report - 1 October to 31 December 2022

Attachment(s)	Council Plan 2021-2025 - Quarterly Report - October to December 2022 [6.3.1 - 39 pages]
Presenter	T Carter, Manager Governance & Risk
Approved by	Director Corporate & Shared Services
Purpose	For noting

Executive Summary

This report provides a summary of the progress to date and the action taken in the 1 October 2022 to 31 December 2022 period in delivering Council's Priority Action Plan 2022/23 and Council Plan 2021-2025.

RECOMMENDATION

That Council note the Council Plan 2021-2025 Progress Report – 1 October 2022 to 31 December 2022 period as contained in Attachment 6.3.1.

Background

Council adopted its *Council Plan 2021-2025* at its 27 October 2021 Scheduled Meeting. The Council Plan is the result of collaboration between Council and the communities of Murrindindi Shire. The Council Plan outlines shared goals and aspirations for the future and provides concrete and achievable actions for Council to deliver. Council also adopted the *Annual Action Plan 2022/23* at the 22 June 2022 Scheduled Meeting, which outlines the actions that Council will pursue in the 2022/23 year.

Discussion

The *Council Plan 2021-2025* is structured around five themes:

- Resilient Communities
- Beautiful Townships and Rural Settings
- Growth and Opportunity
- Our Protected Environment
- Transparency, Inclusion and Accountability.

At 31 December 2022, 88.06% of actions were reported to be on track, the attached progress report provides a summary of the activity undertaken in the second quarter of the Priority Action Plan 2022/23 for each of the five themes.

Highlights from the quarter include the following:

Resilient Communities – 94.12% On Track

- We supported the community via the Grants and Contributions program with seven Community Projects and Events, two Community Sponsorships and three Fee reductions valued in total at \$28,205.
- We held a Community Planning launch event in Thornton in October, with around 40 attendees.
- We participated in the 16 Days of Activism against Gender-based Violence working group, in collaboration with Mitchell Shire.
- Our Draft Reconciliation Action Plan (RAP) received conditional endorsement from Reconciliation Australia and was adopted by Council at the December Scheduled meeting.

Beautiful Townships and Rural Settings – 91.67% On Track

- Art installation works commenced on the Great Victorian Rail Trail Artwork Project.
- The Housing & Settlement Strategy was adopted by Council 14/12/2022.
- We progressed the Capital Works Program to schedule during the quarter. This included:
 - the Alexandra Youth precinct is 80% complete with many features open to the public
 - the Blue Gum Trail Eildon is 25% complete with works to be complete by April 23
 - Design complete and tender for the Eildon Improvement Plan Stage 1 construction to be evaluated in January and February 2023.
- We installed new outdoor furniture and artwork in Bakers Lane, Alexandra.
- We installed shade umbrellas in the shopping precinct in Main Street, Eildon.

Growth and Opportunity – 85.71% On Track

- We commenced work on the Local Development Strategy and held introductory drop-in sessions to introduce the project to community.
- We progressed the actions in the Great Victorian Rail Trail Strategic Development Plan, including:
 - finalising the design of a suite of new interpretive, code of conduct and wayfinding signage

- finalising the design of five interpretive signs in partnership with Taungurung Land and Waters Council focusing on First Peoples' history and culture
- producing seven videos introducing the artists and their concepts, to support the promotion of the project.

Our Protected Environment – 91.67% On Track

- Community engagement on the future of waste and recycling collection services, under the State Government's Circular Economy Reforms was completed in October 2022.
- Fire management works to remove significant fire risk and replanting on Council controlled bushland in Kinglake West has been completed with the assistance of the LandCare groups.
- We completed the second round of community consultation to support the development of the Climate Action Plan.

Transparency, Inclusion and Accountability – 78.95% On Track

- We have continued to collaborate with the Lower North-East Regional Councils (Mansfield, Strathbogie and Benalla) to plan for the implementation of the digital transformation project funded by the State Government.
- Our Enterprise Bargaining Agreement was signed off and the new provisions implemented in December.
- We were successful in receiving a government grant to engage a Free From Violence Project Officer, who started in November, as part of this project we submitted an organisation wide 'health-check' which identified areas to improve processes, provide opportunities to training and clarity around what is being done to address issues in relation to family violence prevention and gender equality.
- We adopted a Flexible Working Arrangement Policy in December 2022.
- At its December 2022 Scheduled Meeting Council committed to flying the rainbow flag for IDAHOBIT day in May.

At its November 2022 Scheduled meeting Council resolved for an item to be included in the quarterly report that reflects the Emergency Response and Recovery due to the October 2022 Floods. The Flood events have had an impact on the ability to deliver some of the actions over the October to December quarter and may have an ongoing impact on the annual action items.

In relation to the October 2022 Flood events we:

- activated emergency relief centres, emergency safety works and community support in response to significant rain and flooding
- worked with emergency service agencies including VicSES, Victoria Police, water authorities and the state government to fill and distribute 20,000 sandbags
- shared flood response and recovery information across Facebook and, with the support of Yarra Ranges Council and Whittlesea Council, we developed an online Floods Hub for community, as well as various messaging for social media and traditional media. We held 11 pop-up events to support engagements and 6 Community Connection events to support community through the October 2022 floods
- provided support and referrals to flood affected residents across the Shire
- established the Municipal Recovery Committee, comprised of 30 agencies and community members to ensure a joined up approach to relief and recovery
- commenced drafting the Flood Recovery Action Plan to guide the flood recovery activities for the next two years.

Council Plan/Strategies/Policies

The *Council Plan 2021-2025* is a key document for local community groups, residents, investors, and other levels of government who play a vital role in helping the Council to deliver on its commitments, and aspiring to achieve aspirations set out in the Murrindindi 10-year Community Vision. It sets out what Council expects to achieve over a four-year period and guides the allocation of resources accordingly.

The quarterly reports provide an update regarding how the annual actions are progressing.

Relevant Legislation

The requirement for the Council Plan is detailed under section 90 of the *Local Government Act 2020*.

Financial Implications and Risk

The *Council Plan 2021-2025* has been prepared to ensure the implications of Council's longer term financial and strategic risks are minimised as far as possible.

The Council Plan initiatives and priorities for services, infrastructure, and amenity identified in the Year 2 Priority Action Plan are funded in the 2022/23 Annual Budget.

Conflict of Interest

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

Community and Stakeholder Consultation

As part of the development of the *Council Plan 2021-2025* an extensive deliberative engagement process was undertaken to ensure that communities objectives are met.

6.4 Quarterly Finance Report - December 2022

Attachment(s)	Attachment 1 - Management Statements December 2022 [6.4.1 - 4 pages]
Presenter	M Chesworth, Director Corporate & Shared Services
Approved by	Director Corporate & Shared Services
Purpose	For decision

Executive Summary

This report provides the quarterly financial report for the period ending 31 December 2022. The Annual Revised Budget forecasts an operating surplus for the year of \$7.14 million.

RECOMMENDATION

That Council

- 1. receive the Quarterly Financial Report to 31 December 2022.**
- 2. note that the Chief Executive Officer advises that the formal adoption of a revised budget for the 2022/23 financial year is not required.**

Background

The Quarterly Financial Report for the period ended 31 December 2022 is presented for consideration by Council in accordance with the *Local Government Act 2020* (“the Act”).

The report includes the following statements:

- Comprehensive Income Statement
- Balance Sheet
- Cash Flow Statement
- Non-Discretionary Cash and Council Reserves

In accordance with Section 97(3) of the Act, the second quarter financial report requires a statement by the Chief Executive Officer as to whether a revised budget is, or may be, required.

Under Section 95 of the Act, the adoption of a formal revised budget is required if Council intends to:

- make a variation to the declared rates or charges
- undertake any borrowings that have not been approved in the budget
- make a change to the budget that the Council considers should be the subject of community engagement.

The Chief Executive Officer advises that, whilst there are revisions to the annual budget, the formal adoption of a revised budget for 2022/23 is not required as Council does not intend to make changes to the budget that would trigger the requirement to formally adopt a revised budget.

Discussion

The statements for the second quarter to 31 December 2022 are included in Attachment 6.4.1.

Income Statement (Statement A)

The Income Statement for the period 1 July 2022 to 31 December 2022 is presented below:

	Note	Original Budget 2022/23	September Revised Budget 2022/23	(1) Forecast Adjustment 2022/23	Annual Revised Budget 2022/23	YTD Budgets 31/12/2022	YTD Actual 2022/23	(2) YTD Budget V Actual Variance 2022/23	
		\$	\$	\$	\$	\$	\$	\$	%
Revenue									
Rates & Charges	1	22,676,485	22,676,485	90,345	22,766,830	22,697,671	22,752,220	54,549	0%
Statutory fees and fines	2	1,453,404	1,453,404	(126,932)	1,326,472	633,442	608,009	(25,433)	(4%)
User fees	3	1,374,272	1,414,272	145,925	1,560,197	694,012	686,305	(7,707)	(1%)
Grants - Operating	4	6,648,080	7,749,357	512,906	8,262,263	2,617,719	2,654,066	36,347	1%
Grants -Capital	5	7,730,014	11,395,360	(1,141,226)	10,254,134	5,980,077	6,001,739	21,662	0%
Contributions - Cash	6	451,929	659,288	(175,000)	484,288	184,715	178,312	(6,403)	(3%)
Contributions - Non Cash		600,000	600,000	-	600,000	-	-	-	-
Reimbursements	7	288,814	388,114	(14,119)	373,995	97,155	89,432	(7,723)	(8%)
Other revenue	8	891,040	891,040	920,700	1,811,740	525,477	525,029	(448)	(0%)
Total Revenue		42,114,038	47,227,320	212,599	47,439,919	33,430,268	33,495,112	64,844	0%
Expenses									
Employee Benefits	9	16,537,797	17,479,678	(666,624)	16,813,054	8,189,088	7,717,612	471,476	6%
Materials and Services	10	11,607,409	12,605,287	1,224,930	13,830,217	6,129,427	6,456,227	(326,800)	(5%)
Depreciation and amortisation	11	8,406,625	8,406,625	150,830	8,557,455	4,053,734	4,053,734	-	-
Bad and Doubtful Debts		-	-	-	-	-	-	-	-
Other Expense	12	500,600	500,600	(1,474)	499,126	150,278	168,955	(18,677)	(12%)
Total Expenses		37,052,431	38,992,190	707,662	39,699,852	18,522,527	18,396,528	125,999	1%
Net gain/(loss) on disposal of property, infrastructure, plant and equipment.	13	(600,000)	(600,000)	3,635	(596,365)	405,555	334,726	(70,829)	(17%)
Surplus (deficit) for the period		4,461,607	7,635,130	(491,428)	7,143,702	15,313,296	15,433,310	120,014	1%

This statement provides information on two budgetary components:

1. *Forecast adjustments*: adjustments to the September revised budget figures to reflect the Revised Budget and predicted result at the end of the 2023/24 financial year (refer to the column titled "(1) Forecast Adjustment").

The forecast position for the financial year has decreased by \$491,428 moving from September's revised budget surplus of \$7,635,130 to a surplus of \$7,143,702. The significant movements were an increase in interest on investments income and in materials and services expenditure. There were also various grants adjustments of \$1.1 million in relation to the movement in revised capital works. The recognition of these grants has been deferred to a future accounting period and will be recognised when the capital works activities they fund are completed. A complete analysis of the budget movement is provided in Table 1 below.

2. *Year-to-date budget variances*: variances between December's revised year-to-date budget and the year-to-date result (refer to column titled "(2) Budget Actual Variance" in the income statement above).

The \$15.4 million surplus result for the year to date December 2022 is \$120,014 or 1% favourable to the budget.

Table 1: Detail explanations of the forecast adjustments (1) and year-to-date variances (2):

Note	Line item	(1) Explanation Forecast Adjustment		(2) Explanation YTD Budget V Actual Variance	
1	Rates & charges	\$90,345	Increase in rates in lieu agreement	\$54,549	Additional supplementary Rate Income \$67k; waste charges under budget \$13k
2	Statutory fees and fines	(\$126,932)	Reduction in development works fee income \$60k, Building inspections \$28k, Environmental Health registrations and inspections \$20k	(\$25,433)	Various fees underbudget, individually within budget tolerance
3	User fees	\$145,925	Landfill waste income	(\$7,707)	Within budget tolerance
4	Grants – Operating	\$512,906	New grant funding – Flood recovery \$1m Reduction Family Day Care income \$288k Forest transitional plan allocated over 3 years (carry forward \$290k to 2023/24)	\$36,347	Within budget tolerance
5	Grants – Capital	(\$1,141,226)	Various grants adjusted to match Revised Capital Works expenditure as per accounting standards	\$21,662	Within budget tolerance
6	Contributions – Cash	(\$175,000)	Project not proceeding this year	(\$6,403)	Within budget tolerance
7	Reimbursements	(\$14,119)	Insurance reimbursements	(\$7,723)	Within budget tolerance
8	Over revenue	\$920,700	Investment interest income	(\$448)	Within budget tolerance
9	Employee Benefits	(\$666,624)	Vacancies filled by contractors, budget transferred to Materials and Services Additional budget allocated in relation to flood recovery (funded)	\$471,476	Main variances are in Tourism Sport \$82k, Waste management \$71k, Infrastructure Maintenance \$58k and Flood Recovery \$63k
10	Materials and Services	\$1,224,930	Flood recovery \$756k (funded), Environmental projects \$170k (funded), Waste \$185k (offsets income), Contractors \$576k (inc. transfer from employee benefits) Reduction in Covid pandemic costs \$108k, Family Day Care \$163k	(\$326,800)	Major variance increased Waste Landfill costs \$346k
11	Depreciation and amortisation	\$150,830	Increase in Amortisation Landfill Airspace usage	\$0	
12	Other Expense	(\$1,474)	Minor movement	(\$18,677)	Within budget tolerance
13	Net gain/(loss) on disposal of property, infrastructure, plant and equipment	\$3,635	Minor movement	(\$70,829)	Delays in sale of assets

Balance Sheet (Statement B)

The Balance Sheet is included Attachment 6.4.1.

The Commentary below refers to Column (1) forecast adjustment, being the movement in the Balance Sheet from the previously reported September Budget review to the current budget revision as at 31 December 2022.

Assets

The statement shows a \$7.1 million increase in Current Assets being cash movement, this is explained in the Statement of Cash flows. Non-Current Assets are expected to reduce by \$6.2 million as a result of the reduction in the capital works still to be completed.

Liabilities

The increase in the revised budget relates to Grants in Advance, relating to the carry forward of capital works projects.

Equity

As at 31 December 2022 the statements show a reduction of \$491,427 in equity. This corresponds with the forecast adjustment in the income statement. These variances are explained in more detail by the commentary outlined in Statement A – Income Statement.

Cash Flow Statement (Statement C)

This statement combines the cash related movements from the Income Statement and the Balance Sheet into one statement. This Statement shows how funds are generated and consumed. The revised budget projects that cash will increase by \$7.1 million.

Cash from Operating Activities

The statement shows an increase of \$1 million mostly relating to the timing of income recognition of capital grants, additional interest income offset by an increase in payments to suppliers for materials and services (includes contractors) and a reduction in payments to employees (vacancies replaced with contractors).

Cash Flow from Investing Activities

The revised budget of \$6.1 million is an increase in cash due to delay (carry forward) of capital works and the timing of the sale of assets.

Cash flow from financing activities

No budget changes.

Non-Discretionary Cash and Council Reserves (Statement D)

Included as part of this report is a statement of Council's Non-Discretionary Cash Flow requirements. This reconciliation lists all Council reserves together with funds held as Deposits or Trust, these are required to be refunded, and an allowance for the provision of employee entitlements. This latter provision being a nominal amount of 25% of Council's Annual Leave Liability and 25% of the current Long Service Leave Liability.

The December budget figure for total unallocated cash was \$10.7 million, the December revised budget figure is now \$10.4 million.

Councillor Expenses (GST Exclusive)

As required in the adopted Councillor Expenses and Support Policy (July 2020), Council reports quarterly on Councillor related expenses. The following table lists Councillor expenses for the first quarter period ending 31 December 2022.

Table 2: Councillor Expenses for 3 months to 31 December 2022:

	Allowances	Travel Expenses	Childcare Expenses	Information & Communications Expenses	Conference & Training Expenses	Other Expenses
Cr Walsh	\$16,426	\$1,530	-	\$150	\$0	\$560
Cr Haslam	\$8,748	\$1,061	-	\$150	\$0	\$531
Cr Carpenter	\$8,390	\$1,234	-	\$150	\$252	\$666
Cr Gallagher	\$6,790	\$1,780	-	\$150	\$4,021	\$531
Cr Gerenscer	\$6,140	\$942	-	\$150	\$0	\$531
Cr Lording	\$6,140	\$1,312	-	\$150	\$0	\$531
Cr McAulay	\$6,140	\$973	-	\$150	\$252	\$531

Council Plan/Strategies/Policies

This report supports the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* strategy to “ensure Council remains financially-sustainable through sound management, forward planning, innovative service delivery and asset consolidation as appropriate”.

Relevant Legislation

Section 97 of the *Local Government Act 2020* requires that at the end of each quarter of the financial year, a quarterly budget report is presented to the Council at a Council meeting which is open to the public.

Financial Implications and Risk

The financial governance of a Council is an important role for Councillors. The risk of poor financial management can have a significant impact upon the governance of the Council. The financial implications flowing from this quarterly financial review are outlined in this report.

Conflict of Interest

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

Community and Stakeholder Consultation

No external community or stakeholder consultation was required for this matter.

7 COUNCILLOR AND CEO REPORTS

7.1 Notices of Motions

Attachment(s)	Nil
Presenter	L Bonazzi, Chief Executive Officer
Approved by	Chief Executive Officer
Purpose	For decision

Executive Summary

Cr John Walsh submitted a notice of motion to the Chief Executive Officer in accordance with section 10.13 of Council's Governance Rules. The notice of motion concerns Council donating to the Türkiye and Syria Earthquake Emergency Relief effort.

Motion (submitted by Cr J Walsh)

That Council donate \$5,000 to purchase five Shelter Boxes in aid for Türkiye and Syria Earthquake Emergency Relief by reallocating funds from the Grants and Contributions budget.

Discussion

Cr J Walsh submitted the following to the Chief Executive Officer:

The earthquake in Türkiye and Syria is a disaster on a global scale with more than 40,000 people killed and hundreds of thousands left homeless. Help with the response and recovery is desperately needed. In 2009 when Murrindindi Shire suffered a disaster, donations were received from across the world. The Shire now has the ability to contribute to others and play its part within the global community. The provision of Shelter Boxes meets an urgent need of survivors who have lost their homes.

Council Plan/Strategies/Policies

This report supports the *Council Plan 2021-2025 Resilient Communities* strategic objective "to ensure we are welcoming, inclusive, caring and connected."

Relevant Legislation

There is no relevant legislative requirements in relation to this notice of motion.

Financial Implications and Risk

Cr J Walsh is proposing that the donation is allocated from the Council's Grants and Contributions program budget. The indicative total budget of the Grants and Contributions Program for the 22/23 financial year is \$180,000. The year to date spend is currently \$67,799, the donation therefore could be accommodated by this budget allocation.

Conflict of Interest

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

Community and Stakeholder Consultation

No external community or stakeholder consultation was required for this matter.

- 7.2 Cr Sue Carpenter**
- 7.3 Cr Damien Gallagher**
- 7.4 Cr Ilona Gerencser**
- 7.5 Cr Eric Lording**
- 7.6 Cr Sandice McAulay**
- 7.7 Cr Karine Haslam**
- 7.8 Cr John Walsh - Mayoral Report**
- 7.9 Chief Executive Officer Report**

8 RECORD OF COUNCIL BRIEFING SESSIONS

Purpose

For noting.

Executive Summary

This report presents the records of Council Briefing Sessions for 14 December 2022 to 15 February 2023, for Council to note.

RECOMMENDATION

That Council receive and note the records of Council Briefing Sessions for 12 December 2022 to 17 February 2023.

Background

The Governance Rules adopted by Council at its 24 August 2022 meeting sets the order of business for scheduled meetings. As part of section 7.2.1 “Record of Council Briefing Sessions” is listed as to be included in the order of business.

Discussion

The purpose of keeping a record of Council Briefing Sessions is so that the content of the Briefing Session, the attendance and any declared conflicts of interest are recorded in a formal document. Council is making every effort to ensure that it is transparent in the content of Briefing Sessions and any conflicts of interest, therefore the formal record is presented for noting as part of the Scheduled Meeting Agenda.

The following summary details are for 14 December 2022 to 15 February 2023:

Meeting Name/Type	Council Pre-Meet			
Meeting Date:	14 December 2022			
Matters Discussed:	<ol style="list-style-type: none"> 1. Contract 22/12 – Panel Contract Plant and Heavy Fleet – Maintenance Services 2. Contract 22/17 – Gravel Roads Resheeting Program 2022/2023 3. Flat Lead Road and Emissions Mitigation 4. Public Open Space Contributions Policy 5. Housing & Settlement Strategy 6. Response to Petition – Rainbow Flag 7. Eildon Reserves Redevelopment consultation extended 8. Reconciliation Action Plan – conditional endorsement 9. Grants and Contributions Program – December Allocations 10. CEO Employment and Remuneration Policy Review 11. Contract 22/10 – Temporary Labour Hire Services 12. Contract 22/28 – Telecommunications Services 			
Councillor Attendees:	Cr J Walsh (V), Cr K Haslam (V), Cr S Carpenter (V), Cr D Gallagher (V), Cr E Lording (V), Cr I Gerencser (V)			
Council Officer Attendees:	L Bonazzi (V), M Chesworth (V), K Siebert (V), V Albicini (V), T Carter (V), N Stewart (V), E Kubeil (V)			
Conflict of Interest Disclosures: Yes				
Matter No.	Councillor making disclosure	Was a vote taken?	Did the Councillor leave the room?	When? Before or after discussion?
9	Cr S Carpenter	No	No	No discussion
9	Cr D Gallagher	No	No	No discussion

Meeting Name/Type	Briefing Session
Meeting Date:	14 December 2022
Matters Discussed:	<ol style="list-style-type: none"> 1. CFA & DELWP 2022-2023 Pre-Fire Season presentation 2. Budget Priorities – Initial Discussion 3. Capital Works Planning 2023/2024 Financial Year
Councillor Attendees:	Cr J Walsh, Cr K Haslam, Cr S Carpenter (V), Cr D Gallagher, Cr I Gerencser
Council Officer Attendees:	L Bonazzi, M Chesworth, K Siebert, V Albicini, C Price
Conflict of Interest Disclosures:	Nil

Meeting Name/Type	Briefing Session
Meeting Date:	25 January 2023
Matters Discussed:	<ol style="list-style-type: none"> 1. Eildon Reserves Redevelopment - Community Engagement - Officer Briefing 2. Eildon Reserves Redevelopment - Community Engagement – Meet the consultants 3. Eildon Reserves Redevelopment - Community Engagement – Final comments 4. Yea Wetlands Flood and Governance arrangements update
Councillor Attendees:	Cr J Walsh, Cr K Haslam, Cr S Carpenter, Cr D Gallagher, Cr E Lording, Cr S McAulay, Cr I Gerencser (V)
Council Officer Attendees:	L Bonazzi, M Chesworth, K Siebert, N Stewart, N Carter, N Matheson
Conflict of Interest Disclosures:	Nil

Meeting Name/Type	Briefing Session
Meeting Date:	1 February 2023
Matters Discussed:	<ol style="list-style-type: none"> 1. Councillor Integrity Requirements under the Local Government Act 2020 2. Public Interest Disclosure Policy Review 3. Update on the three bridge projects including Break O'Day Road Bridge
Councillor Attendees:	Cr J Walsh, Cr K Haslam, Cr S Carpenter, Cr D Gallagher, Cr E Lording, Cr S McAulay
Council Officer Attendees:	L Bonazzi, M Chesworth, K Siebert, V Albicini, T Carter, D Echeverry, P Bain
Conflict of Interest Disclosures:	Nil

Meeting Name/Type	Briefing Session
Meeting Date:	8 February 2023
Matters Discussed:	<ol style="list-style-type: none"> 1. Guest Speaker - Andrew Shields - River Operations Manager at GMW - Flood Mitigation and Releases 2. Eildon Reserves Redevelopment – Update 3. Service Provision and Fire Danger Ratings Policy 4. Planning Application - 10 Murchison Street, Marysville - Signage - Multiple objections 5. Development Services - Planning Report January 2023
Councillor Attendees:	Cr J Walsh, Cr K Haslam, Cr S Carpenter (V), Cr D Gallagher, Cr E Lording, Cr S McAulay (V)
Council Officer Attendees:	L Bonazzi, M Chesworth, K Siebert, V Albicini, P Bain, J Carns, N Stewart, C Fraser, N Maguire
Conflict of Interest Disclosures:	Nil

Meeting Name/Type	Briefing Session
Meeting Date:	15 February 2023
Matters Discussed:	<ol style="list-style-type: none"> 1. 2023/24 Annual Budget - Operational - Fees and Charges / new projects 2. 2023/24 Annual Budget - Proposed Capital Works Program 3. Mid-Year Capital Works Budget Review 4. Future Kerbside Waste and Recycling Services Workshop
Councillor Attendees:	Cr J Walsh, Cr K Haslam, Cr S Carpenter, Cr D Gallagher, Cr E Lording, Cr S McAulay
Council Officer Attendees:	L Bonazzi, M Chesworth, K Siebert, V Albicini, P Bain, J Russell, C Nickels-Beattie, J Carns
Conflict of Interest Disclosures:	Nil

Council Plan/Strategies/Policies

This matter is consistent with the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* strategy to “maintain transparent, inclusive and accountable governance practices”.

Relevant Legislation

This report supports the *Local Government Act 2020* overarching governance principles, in particular “the transparency of Council decisions, actions and information is to be ensured”.

Financial Implications and Risk

There are no financial or risk implications.

Conflict of Interest

Any conflicts of interest are noted in the records of Council Briefing Sessions tables listed above.

9 SEALING REGISTER

File Reference	Date Seal Affixed	Description of Documents	Signatures of Persons Sealing
CONT21/12	22 December 2022	Formal Instrument of Agreement between Murrindindi Shire Council and M.T. Mechanical Pty Ltd	Livia Bonazzi Cr John Walsh
CONT21/12	22 December 2022	Formal Instrument of Agreement between Murrindindi Shire Council and Diverse Diesel Services & Repairs	Livia Bonazzi Cr John Walsh
CONT22/10	24 January 2023	Formal Instrument of Agreement between Murrindindi Shire Council and Work Solutions (Melb) Pty Ltd	Livia Bonazzi Cr John Walsh
CONT22/10	24 January 2023	Formal Instrument of Agreement between Murrindindi Shire Council and CT Management Group Pty Ltd	Livia Bonazzi Cr John Walsh
CONT22/10	31 January 2023	Formal Instrument of Agreement between Murrindindi Shire Council and Public Sector People as part of Design & Build Recruitment Unit Trust PTY LTD	Livia Bonazzi Cr John Walsh
CONT22/10	31 January 2023	Formal Instrument of Agreement between Murrindindi Shire Council and Zancott Recruitment (VIC) Pty Ltd	Livia Bonazzi Cr John Walsh
CONT22/10	1 February 2023	Formal Instrument of Agreement between Murrindindi Shire Council and Fetch Personnel Pty Ltd	Livia Bonazzi Cr John Walsh

RECOMMENDATION

That the list of items to which the Council seal has been affixed be noted.