



Murrindindi
Shire Council

Scheduled Meeting of Council

Agenda

Wednesday 14 December 2022
Alexandra Council Chambers
Perkins Street
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 made available for public access on our website along with the official Minutes of this meeting.

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 23 November 2022.

RECOMMENDATION

That Council confirm the minutes of the 23 November 2022 Scheduled Meeting of Council.

2.5 Petitions

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

2.6 Community Recognition

Council may suspend standing orders to thank and acknowledge particular community achievements.

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 Contract 22/12 - Panel Contract Plant and Heavy Fleet - Maintenance Services

Attachment(s)	Confidential Attachment 1 - Contract 22/12 - Panel Contract Plant and Heavy Fleet - Maintenance Services - Evaluation Report (<i>distributed to Councillors separately</i>)
Presenter	V Albicini, Director Assets & Development
Approved by	Director Assets & Development
Purpose	For Decision

Executive Summary

The purpose of this report is to appoint suitable suppliers for CONT 22/12 Panel Contract - Plant and Heavy Fleet - Maintenance Services for a three-year contract not exceeding a total of six years including all optional extensions.

A detailed evaluation process was undertaken in line with Council's Procurement Policy and against the tender evaluation criteria by a Tender Evaluation Committee.

Based on the analysis undertaken, the Committee recommended that two tenderers be appointed to the panel CONT22/12 Panel Contract - Plant and Heavy Fleet – Maintenance Services for a three-year contract with an option of a three-year extension, not exceeding a total of six years commencing 1 January 2023 and ending no later than 30 December 2029 if all available extension options are executed. The Contract being a panel contract will not exceed a total spend of \$8,400,000 over the six-year term if all options are exercised.

RECOMMENDATION

That Council:

1. appoint CONT22/12 - Panel Contract - Plant and Heavy Fleet - Maintenance Services to the following suppliers:
 - Tenderer 1
 - Tenderer 2for an initial period of three years commencing 1 January 2023 and ending 30 December 2026 with an option for a three-year extension;
2. approve a total contract amount of \$8,400,000 over the six-year contract period;
3. authorise the Chief Executive Officer to extend CONT22/12 Panel Contract - Plant and Heavy Fleet - Maintenance Services for the optional three-year period subject to satisfactory performance: and
4. release this resolution and the name of Tenderer 1 and 2 into the Minutes of the Scheduled Meeting of the 14 December 2022.

Background

Council has sourced its maintenance of heavy plant and fleet via individual quotes as required over several years, this required a formalised market approach to gain an understanding of available suppliers in the market and to market test and establish a schedule of rates for supply of these services on an ongoing basis.

Tenders were called for Panel Contract - Plant and Heavy Fleet on the 15 August 2022 closing 30 September 2022 and were advertised on Councils website, Facebook pages, and widely in both the local Shire and neighbouring shires newspapers. A total of two submissions were received.

Panel Contract - Plant and Heavy Fleet contract is to provide routine maintenance and repair services for Councils Plant and Heavy Fleet, this also includes an 24/7 emergency break down service. This is a schedule of rates contract.

Items of Plant and fleet to be considered in this contract are outlined in table 1:

Table 1:

Plant Type	Make	Number
Backhoe	<u>Cat, JCB</u>	<u>4</u>
<u>Tractor</u>	<u>John Deere</u>	<u>4</u>
<u>Grader</u>	<u>Cat</u>	<u>4</u>
<u>Front Deck Mowers</u>	<u>Kubota</u>	<u>3</u>
<u>Truck</u>	<u>Nissan, ISUZU, Mitsubishi, Ford, Fuso, Hino</u>	<u>Various</u>
<u>Prime Mover</u>	<u>Mack, Fuso</u>	<u>2</u>

Discussion

Council's procurement policy requires that all tenders be evaluated by a tender evaluation committee. The committee responsible for evaluating this tender comprised:

- Manager Operations and Maintenance (Murrindindi Shire Council - Chair)
- Plant and Fleet Officer (Murrindindi Shire Council)
- Acting Coordinator Roads and Parks (Murrindindi Shire Council)
- Procurement Officer (Murrindindi Shire Council non-scoring probity)

A pre-evaluation meeting concluded all tenders to be conforming to proceed to evaluation.

Tenders were assessed against the following criteria:

- Price - 50%
- Capacity to deliver (resources, equipment) – 15%
- OH & S – Pass/Fail
- Capability to deliver (systems, time frames, meeting the requirements, experience) – 15%
- Social procurement - apprenticeship and youth employment opportunities – 10%
- Social/Sustainable/Environmental Procurement – 10%

Each submission was then evaluated individually to consider the Tenderer's ability to meet the requirements of the contract. Tenders were assessed with particular attention to the evaluation criteria requirements.

The Committee, including the probity advisor, convened as a group at the completion of the individual evaluations to discuss the outcomes. Pricing was not part of this conversation. All panel members assessed the submissions according to the criteria. Individual scores were then averaged and applied to the master spreadsheet and pricing included. This provided an overall score for each Tenderer.

A detailed evaluation of the tenders is provided as a confidential attachment to this report.

Two tenders were received, and a summary of the evaluation and individual scoring is outlined in table 2:

Table 2:

Evaluation Criteria	Weighting	Tenderer 1	Tenderer 2
Price	50%	36	50
Capacity to deliver	15%	14	13
OH&S	Pass / Fail	Pass	Pass
Capability to deliver	15%	14	12
Social procurement	10%	8	8
Social / Sustainable Procurement	10%	9	7
Total	100%	81	90

Based on the analysis undertaken, the Committee recommends that the two Tenderers be appointed to CONT 22/12 Panel Contract - Plant and Heavy Fleet for a three-year contract not exceeding a total of six years including all optional extensions. The total Contract spend will not exceed \$8,400,000 over the total contract term.

Council Plan/Strategies/Policies

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

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

Relevant Legislation

Local Government Act 2020.

Financial Implications and Risk

Council allocates budget for maintenance and repair works annually and are funded by the approved plant and heavy maintenance budget. Projects identified are individually quoted as per Council's Procurement Policy. Appointing two suppliers mitigates risk by having multiple options for quoting and execution of works. Total spend outlined in this contract is based on historic spend over the past four years.

Conflict of Interest

A conflict of interest was declared by a Council officer in relation to this report. The Plant and Fleet Officer (Murrindindi Shire Council) has declared a conflict of interest being: Having an existing professional relationship with Tenderer 1. A probity advisor was appointed to the panel for the duration of the evaluation process and the conflict of interest was managed under the

Procurement Guidelines Section 5.2. To address further conflicts of interest when using Tender 1 it is proposed that a Manager signs off works authorisation prior to Tender 1 being awarded works to ensure financial assurances and fairness is given. The Plant and Fleet Officer was not part of the scoring panel.

Community and Stakeholder Consultation

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

4.2 Contract 22/17 - Gravel Roads Resheeting Program 2022/23

Attachment(s)	Confidential Attachment 1 - Contract 22/17 - Gravel Roads Resheeting Program 2023 - Evaluation Report (<i>distributed to Councillors separately</i>)
Presenter	V Albicini, Director Assets & Development
Approved by	Director Assets & Development
Purpose	For decision

Executive Summary

This report provides the results of a tender process to appoint a contractor for CONT22/17 – Gravel Roads Resheeting Program 2022/23.

RECOMMENDATION

That Council

- 1. accept the tender from Tenderer 1 and award CONT22/17 – for the Gravel Roads Resheeting Program 2022/23 – for a lump sum Price of \$1,654,223 to complete all required works on the following roads:**
 - **Alford Avenue, Eildon**
 - **Joe Taylor Rise, Eildon**
 - **Clarks Road, Thornton**
 - **Clearview Court, Taggerty**
 - **Forest Road, Flowerdale**
 - **Gypsy Lane, Buxton**
 - **Hill Avenue, Marysville**
 - **Horns Lane, Fawcett**
 - **Killingworth West Road, Killingworth**
 - **Larritts Lane, Glenburn**
 - **Limestone Road, Limestone**
 - **Shannons Road, Limestone**
 - **South Cathedral Lane, Buxton**
 - **Swamp Creek Road, Taggerty**
 - **Thoms Lane, Thornton**
 - **Vaughan Close, Eildon**
 - **King Parrot Creek Road, Strath Creek**
- 2. approve the allocation of \$100,000 as a contingency amount to be used for the delivery of this contract as detailed in this report;**

3. note that the total project budget has increased to \$1,779,223 and refer the additional amount of \$628,843 for consideration in the December budget review; and
4. release this resolution and the name of Tenderer 1 into the Minutes of the Scheduled Meeting of 14 December 2022.

Background

The 2022/2023 Capital Works Program identified various roads requiring renewal as part of the Gravel Road Re-Sheeting Program and Sealed Roads Shoulder Resheeting Program. This program is part of the Roads to Recovery allocations for this financial year.

The scope includes the cleaning of table drains, re-shaping and re-sheeting of the nominated unsealed roads.

Also, for this year, the specification of the crushed rock was tightened to include a plasticity index of between 13 to 17%. This higher clay content will mean that the stones will better lock into the pavement and provide increased pavement longevity and ride comfort.

The following roads were included in this tender:

Job Number	Road Name
Gravel Roads Resheeting	
1	Alford Avenue, Eildon
2	Joe Taylor Rise, Eildon
3	Clarkes Road, Thornton
4	Clearview Court, Taggerty
5	Forest Road, Flowerdale
6	Gypsy Lane, Buxton
7	Hill Avenue, Marysville
8	Horns Lane, Fawcett
9	Killingworth West Road, Killingworth
10	Larritts Lane, Glenburn
11	Limestone Road, Limestone
12	Shannons Road, Limestone
13	South Cathedral Lane, Buxton
14	Swamp Creek Road, Taggerty
15	Thoms Lane, Thornton
16	Vaughan Close, Eildon
Sealed Roads Shoulder Resheeting	
1	King Parrot Creek Road, Strath Creek

Discussion

The request for tender was advertised from 17 August 2022 in the following publications:

- Alexandra & Eildon Standard
- Yea Chronicle
- The Age
- E-Tender Search Portal

Tender specifications were prepared by Council officers. These included a detailed list of works along with typical detail drawings of the final road formation.

The tender for these works closed on the 9 September 2022 at 3pm. There were four submissions received at the close of tender.

Council's Procurement Policy requires that all tenders be evaluated by a tender evaluation committee (Committee). The Committee responsible for evaluating this tender comprised of:

- Project Engineer (Chair)
- Acting Coordinator Project Delivery
- Capital Works Engineer

Tenders were assessed against the following criteria:

- Price – 40%
- Understanding of the requirements (timeframes, program & quality) – 15%
- Capacity to Deliver (resources, equipment) – 10%
- Capability to deliver (OH&S, systems, Environmental) – Pass/Fail
- Relevant Experience – 15%
- Youth Employment opportunities / training – 10%
- Environmental Management – 10%

An initial review of all submissions by the committee identified some clarifications to be sought regarding the information provided by each submission. All clarifications were supplied and the tenders were conforming. The committee then proceeded to evaluate the tender on all non-priced based criteria.

A reference check was then completed on all preferred suppliers.

A detailed evaluation of the tenders is provided as a confidential attachment to this report.

Based on the analysis undertaken, the Committee recommend Tender 1 be awarded CONT22/17 Gravel Roads Resheeting Program 2022/23 Contract for a lump sum price of \$1,654,223.

Council Plan/Strategies/Policies

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

- connect our communities through improved roads, footpaths and public transport.
- to provide fit-for-purpose infrastructure that meets current and future service demands and needs for our community.

This report also supports the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* strategy to “maintain transparent, inclusive and accountable governance practices.”

Relevant Legislation

The procurement process for these works was carried out in accordance with Council's Procurement Policy and section 186 of the *Local Government Act 2020*.
Road Management Act 2004.

Financial Implications and Risk

The total approved combined budget for the gravel road resheeting program and sealed road shoulder resheeting program is \$1,150,380.

Below is the apportionment of the budget:

Funding Source	Amount
Gravel Roads Resheeting Budget	\$1,050,388
Sealed Road Shoulder Resheeting Budget	\$100,000
Total Budget	\$1,150,380

The total overall project cost is summarised below:

Description	Cost
Tender price	\$1,654,223
Contingencies	\$100,000
Total Contract Cost	\$1,754,223
Project Management	\$25,000
Total Overall Project Cost	\$1,779,223

An allowance of \$100,000 for contingencies is proposed to cover any latent conditions as well as any need for additional culverts not identified in the original road inspections. This will be assessed during construction, as additional culverts may be required when lifting the road pavement. Installing additional culverts can reduce the risk of future washouts and water coursing damage, therefore increasing the life of the works.

Below is a budget comparison between the project cost and the project budget:

Project	Available Budget	Total Project Cost	Variance
Total Overall Project Cost	\$1,150,380	\$1,779,223	-\$ 628,843

There is a negative variance noted of \$628,843 for which there are not enough funds available to deliver the entire scope of works listed for the 2022/23 program. Officers have explored ways to deliver the program in full and have recommended that a review of the current financial year capital program be undertaken at the mid-year review to find savings available for repurposing. This may include other renewal budgets and capital projects yet to proceed to market. By awarding the whole scope of works under one program this allows Council to lock in the current material prices without the risk of further price rises over the next 12 months.

Project	Available Savings (excluding GST)	Additional Funds Required (excluding GST)	Total Project Budget compounded (excluding GST)
Capital Program Savings (To be identified in mid-year report)	\$ 628,843	\$ 628,843	\$ 1,779,223

The required funds to undertake the entire scope of construction works for this tender whilst maintaining a \$100,000 contingency amount is \$1,779,223. As detailed in the above table the proposal is to identify capital savings during the mid-year budget review.

Any remaining funds at the completion of the program will be reported as savings as part of the monthly capital works 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.

4.3 Flat Lead Road and Emissions Mitigation

Attachment(s)	Attachment 1 - Murrindindi Farm Forestry Feasibility Assessment Final - Urban Enterprise [4.3.1 - 24 pages]
Presenter	V Albicini, Director Assets & Development
Approved by	Director Assets & Development
Purpose	For decision

Executive Summary

This report outlines the outcomes of the farm forestry investigations into the broad acreage site in Flat Lead Road, Yea, and presents proposals for consideration on how to progress the means for Council to eliminate and/or offset its carbon emissions, in order to achieve its stated goal of net zero emissions by 2035.

The investigation into Flat Lead Road found that neither farm forestry nor permanent regenerative planting on the site would prove profitable for Council, from either a commercial operation or a carbon trading perspective. However, permanent planting for carbon offsetting purposes appeared significantly cheaper than buying offsets on the carbon market, the derivatives of which could benefit both Council and the broader local community. This conclusion led to further consideration around the underlying premise of the need to offset carbon emissions, as an organisation and shire wide.

By 2035 Council will still have a residual emissions level of above 2,500 tonne CO₂-e per annum under the current emissions reduction plan. In order to achieve a net zero position Council will need to either offset these residual emissions or implement actions to eliminate them.

To look more holistically at Council's emissions reduction pathway, officers have identified the following steps:

- Step 1 – Develop carbon offsetting guidelines
- Step 2 – Investigate what can be done to eliminate the residual emissions
- Step 3 - Undertake a broader study on regenerative plantings for offsetting, as a way of future proofing against any residual emissions and as a demonstration model for local farmers
- Step 4 - Look at business opportunities for Council around offsetting
- Step 5 - Look more comprehensively at the Flat Lead Road site as an environmental precinct

It is proposed that these steps be undertaken over this and next financial year, subject to funding.

RECOMMENDATION

That Council:

1. note that farm forestry project on Council owned, broad acreage in Flat Lead Road, Yea, does not provide a positive financial return;
2. authorise Officers to proceed with the Regen Planting Study (for Carbon Offsetting and Improved Agricultural Outcome) (Step 3) utilising the \$50,000 2022/23 budget allocation for Climate Initiatives; and
3. refer the remaining studies (Steps 4 to 5) and further investigations, as outlined within this report, for funding consideration as part of the development of the 2023/24 budget preparation.

Background

Emissions Profile

In aiming for net zero emissions by 2035, Council's emission profile (as shown below) indicates a modest, continuing emission stream (2,500+ tonne CO₂-e per annum) that will require offsetting each year, should it not be mitigated. (Note: This graph does not include Scope 3 emissions – see later.)



The sharp dip in the landfill profile in 2023/2024 is the result of capping the existing cells, which is programmed for around that time (the capping is presently being designed). The slight incline in the landfill emissions beyond that point is from progressively filling the new (western face) cells. This is despite combining food scraps with greenwaste (FOGO) in the kerbside collections after 1

July 2025, when the new collection contracts commence, which will see more organic waste diverted away from the landfill.

Council's electricity usage is now 100% green, through joining The Victorian Energy Collaboration (VECO) at the start of 2022; while, transitioning the fleet to electric vehicles is the subject of a current study that is to be finalised by June 2023.

Flat Lead Road Study

Officers commissioned some studies into the Council owned, broad acreage site at 10 Flat Lead Road, Yea, to determine the viability of using the site for a farm forestry enterprise.

The investigation found that neither farm forestry nor permanent regenerative planting on the site would prove profitable for Council, from either a commercial operation or a carbon trading perspective.

However, permanent planting for carbon offsetting purposes appeared significantly cheaper than buying offsets on the carbon market, the derivatives of which could benefit both Council and the broader local community.

This conclusion led to further discussion around the underlying premise of the need to offset carbon emissions as an organisation and shire wide, and what might be entailed in undertaking a more thorough review of Council's emissions and offsetting regime, without focusing solely on the potential of one site (Flat Lead Road).

In terms of the Flat Lead Road farm forestry outcomes, both the feasibility study undertaken by Just Add Trees and the business case assessment prepared by Urban Enterprise found that, after factoring in the high establishment costs, the average return on investment (ROI) for both timber harvesting and carbon trading was negative, demonstrated by a negative net present value (NPV) and a benefit-cost ratio (BCR) of less than 1. Assuming average prices and allowing for maximum credits over the 100-year period, the carbon trading scenario came closer to breakeven; however, this was dependent on the price point (\$20, \$30 & \$50/unit were tested) over an extended period of time, which remains uncertain. All three price points came out negative, but \$50 was close to a breakeven result.

Further to their report, additional advice was sought from Urban Enterprise on the potential to use plantings on the site to help offset Council's forecast 2035 residual emissions of ~2,500 tonne of CO₂-e per annum. The request was to compare the cost of these plantings versus simply buying offset credits from the carbon trading market. They found that planting offsets (49ha of permanent planting, with no forest farming) would potentially be much cheaper than buying offsets from the market, as follows:

Measure	Target	Realised at Flat Lead Road
Tonnes of CO ₂ e per annum sequestered	Required: 2,500	7,335
Cost per credit unit per annum	Market: \$20 to \$50	\$3.90

Climate Change Policy

Council adopted a Climate Change Policy at its Scheduled Meeting on 28 September 2022, which includes the following emissions reduction targets:

Short term: 20% reduction on 2016/17 levels by 2025
 Medium term: 75% reduction on 2016/17 levels by 2030
 Long term: Net zero emissions by 2035

While the 2025 target should be easily achieved by following through with the landfill capping commitment, the 2030 target places pressure on the organisation to achieve better than the forecast profile, given that a 75% reduction equates to a residual emissions level of around 2,000 tonne CO₂e per annum (compared to the slightly higher tonnage modelled in the profile).

In relation to this, after 1 July 2025, the level of community uptake of Council's food organics and garden organics (FOGO) kerbside waste service will impact the accuracy of the projected landfill emissions beyond that time. The emissions profile shown above assumes a 50% uptake by quantum of food waste, that is, a 50% diversion rate from landfill from what is presently placed into the general waste/garbage bins. The landfill profile also assumes that no other council will be sending their waste to the site, as a result of the collaborative procurement tenders presently out to market for the region.

Discussion

In presenting this paper, it must be observed that officers are currently developing a Climate Change Action Plan (CCAP), which, upon adoption, is intended to guide Council's approach to addressing climate change, and the actions contained within this paper should be aligned with the priorities of that Plan.

Given the results of the farm forestry investigation at Flat Lead Road, it is proposed to not proceed further with the project, but to look more holistically at Council's emissions pathway, including the potential for permanent plantings to assist with emissions offsetting and the scale to which offsetting may be required, if Council was to also look at potentially eliminating the residual emissions post 2035. Other considerations include broader community offsetting to help local businesses and farmers.

To do this, several steps have been identified:

- Step 1: Develop carbon offsetting guidelines to, as a minimum, (i) ingrain the Carbon Reduction Hierarchy*, (ii) define what emissions are to be accounted for in the profiling*, and (iii) set parameters (within a triple bottom line (TBL) framework) for selecting suitable carbon offset projects. As a part of this, there is a need to document the methodology and scope of the carbon inventory that sits behind the net zero emissions modelling.
- Step 2: Revisit the foregoing emissions profile to see what can be done to eliminate the residual emissions post 2035, which would mean no offsetting requirements. This could include a closer examination of how to treat/capture the Alexandra Landfill emissions from the old and new cells, like by simply flaring or by converting methane to heat, to help evaporate the leachate pond. Also, a transition plan is currently being developed to convert Council's fleet to electric vehicles (EVs). (Noting that fuel emissions only contribute a comparatively small amount and converting the whole fleet to EV (battery or hydrogen fuel) will be dependent upon market influences.)
- Step 3: Undertake a new study focusing on regenerative plantings for offsetting and looking for suitable Council owned land to accommodate them, as a way of future proofing against any residual emissions and as a demonstration model for local farmers. If all emissions are eliminated and offsets are not required, a demonstration site alone would come at a cost, and will depend on Council's appetite to facilitate this.
- Step 4: Look at business opportunities for Council around offsetting, e.g., ability to offer Council plantings as offsets for others, like local farmers, businesses and metropolitan councils, say either through an offset scheme or via leases. The potential for this would need to be investigated, Council will need to understand the implications of setting up an offsetting scheme.

- Step 5: Look holistically at the Flat Lead Road site as an environmental precinct – i.e., investigate potential complimentary uses (if any) and any potentially link to the operation of the Saleyards.

*Note 1: The Carbon Reduction Hierarchy aligns with Council’s draft Climate Change Policy, whereby actions along the emissions reduction pathway are weighted by:

1. First choice – energy avoidance/demand reduction
2. Second choice – improve energy efficiency
3. Third choice – renewable energy
4. Fourth choice - offsetting

*Note 2: The existing profile does not include Scope 3 emissions (for example, emissions from other parties undertaking works or services for Council, like kerbside waste collection contractors) – the scale of this needs to be at least understood, including its impact on the net zero emissions target in 2035, but remembering that the inclusion of Scope 3 emissions is only absolutely required if Council wants to become a certified carbon neutral organisation.

Other than Step 1, each of the four (4) other steps will require a project brief to appoint a consultant to undertake the work, as summarised in the following table. Steps 2 and 3 could be run in parallel, whereas Steps 4 and 5 will be sequentially dependent on prior outcomes. The timing shown presumes separate tenders for each step, however Steps 2 and 3, and Steps 4 & 5, could both be procured jointly, or indeed all four steps could be precured together, with a built-in delivery schedule.

Project	Required Outputs	Estimated Cost	Indicative Timing
1. Offsetting Guidelines	<ul style="list-style-type: none"> • Internal guidelines to help equip officers to deliver an emissions reduction pathway to achieve zero net emissions beyond 2035. 	In-house	Adoption March 2023
2. Residual Emissions’ Mitigation Initiatives Study	<p><u>Alexandra Landfill</u></p> <ul style="list-style-type: none"> • Post-capping emissions assessment (critique of existing profile assessment), based on the capping design and including FOGO implications. • Conceptual analysis of proposals to capture and treat landfill gases, incl. schematics. • TBL assessments of proposals, including whole-of-life costs. • Reconciliation of % capture for each option and profiling any leftover emissions. • Outline of the ongoing management implications for each proposal. <p><u>Fuel</u></p> <ul style="list-style-type: none"> • Critical review of the emissions profiles in the (current draft) ‘Towards Zero – Council Fleet Transition Plan’ • Certification of the 2035 residual emissions quantity. 	<p>Funded as part of the Landfill capping design</p> <p>Part of the EV Study</p>	Complete June 2023
3. Regen Planting Study, for Carbon Offsetting and Improved Agricultural Outcomes	<ul style="list-style-type: none"> • Review of previous studies into Flat Lead Road, including internal briefing papers. • Based on the Step 1 guidelines, establishment of parameters for site assessments (SWOT criteria), relative to carbon sequestration plantings. • Identification & preliminary evaluation of potential Council owned sites, sufficient to enable comparative shortlisting. 	\$50,000	<p>Tender open February 2023</p> <p>Appoint March 2023</p> <p>Complete June 2023</p>

Project	Required Outputs	Estimated Cost	Indicative Timing
(Subject to funding)	<ul style="list-style-type: none"> Regenerative Planting Report for all short-listed sites (modelled on the 'Just Add Trees' and 'Urban Enterprise' reports for Flat Lead Road) **See below for study inclusions. TBL business case assessment, comparing planted offsets with bought offsets for all shortlisted sites. 		(The level of need relies partly on the outcomes of Step 2)
4. Offsetting Enterprise Feasibility Study (subject to funding)	<ul style="list-style-type: none"> Utilising the findings from Step 3, an identification of potential sites (or site areas) that could be offered for local entity offsetting outcomes instead of Council offsetting. Feasibility/business case report on offering the identified sites on a commercial basis, including appraisals of potential enterprise models, such as offset schemes or leases (partial or whole; Council managed or self-managed; Council planted or self-planted), and including financial assessments. 	\$15,000	Tender open Sept 2023 Appoint Dec 2023 Complete April 2024
5. Flat Lead Road Environmental Precinct Study (Subject to funding)	<ul style="list-style-type: none"> Investigation/brainstorming, including a SWOT analysis, of a potential range of environmental uses for the site, along with a link to the Saleyards (this may include the findings from Steps 3 & 4). Overview feasibility report on the assessed options, including schematics of how any identified uses might be accommodated, along with their likelihood and timing. The report to consider how any identified environmental uses could be integrated with the commercial activities of the Saleyards and the potential relocation of the Yea Resource Recovery Centre to this site (for reference, a feasibility study is well advanced on the RRC proposal). 	\$20,000	Tender open January 2024 Appoint March 2024 Complete June 2024 (subject to timely input from both Steps 3 & 4)
TOTALS		\$85,000	

** List of Regenerative Planting Report inclusions:

- Umbrella site profiles (size, shape, climate, soils, vegetation (canopy & understorey), topography, aspect/exposure, access, proximity, history, heritage, encumbrances, threats/risks), including a select number of soil sample reports (chemistry - organic & carbon), and site SWOT analyses related to sustainable plantings.
- Recommended (best practice) planting design options (including tree species selection), operating at a scale that showcases regenerative agriculture principles, involving the simultaneous production of carbon, livestock products, crop, pasture, honey, ecosystem services, etc., from the one land unit.
- Provision for carbon sequestration opportunities that address Council's goal to reduce its greenhouse footprint, including carbon sequestration profiling.
- Site, soil, livestock and pasture/crop (etc.) management appraisals.
- Estimated whole-of-life costings, including establishment and ongoing management.
- TBL analysis (including NPV) of the recommended 'best practice' options.
- Recommendation of which sites and what size areas to plant to satisfy Council's carbon offsetting needs (point c. above), based on the outcomes from Step 2 in terms of the quantum of offsets still required.
- Recommendation on what sites and what size areas to plant to satisfy the intent of point b. above, for demonstration purposes.

Council Plan/Strategies/Policies

This report supports the *Council Plan 2021-2025 Our Protected Environment* strategy “to protect and enhance our natural environment, supporting environmental sustainability, community resilience, innovation and adaptation to climate change to achieve net-zero emissions by 2035”.

Related policies include:

- Take2 Climate Change Pledge.
- Climate Change Policy.
- Waste & Resource Recovery Strategy.
- Environment Policy.

Relevant Legislation

- *Carbon Credits (Carbon Farming Initiative) Act 2011*, as amended.
- Climate Change Act 2017.
- *Local Government Act 2020*.
- *Planning and Environment Act 1987*.
- *Victoria’s Climate Change Strategy*.

Financial Implications and Risk

Council has allocated \$50,000 within its 2022/23 budget for climate change initiatives which could be used to complete the Regen Planting Study for Carbon Offsetting and Improved Agricultural Outcomes.

Funding of \$35,000 will be sought as part of the 2023/24 budget preparation to carry out the remaining studies as detailed 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.

4.4 Public Open Space Contributions Policy

Attachment(s)	Attachment 1 - Public Open Space Contributions Policy [4.4.1 - 5 pages]
Presenter	V Albicini, Director Assets & Development
Approved by	Director Assets & Development
Purpose	For decision

Executive Summary

The Murrindindi Planning Scheme provides a mechanism for Council to require Public Open Space to be provided as part of an approval to subdivide land. Developers are able to provide open space through the contribution of land or through a cash payment, or combination of both, payable or set aside on a plan of subdivision prior to the completion of the development.

Contributions of Public Open Space can be through the creation of new space or enhancement of existing spaces to respond to the recreational needs of our growing community.

Officers have prepared a Public Open Space Contributions Policy to assist both developers and officers assessing and submitting applications for subdivision to ensure Public Open Space Contributions are managed consistently.

Following community consultation, this policy is now being recommended to Council for adoption. Once formally adopted by Council, the Public Open Space Contribution Policy will be able to be incorporated into a future Planning Scheme Amendment to form part of the Murrindindi Planning Scheme.

Inclusion of the Public Open Space Contributions Policy into the planning scheme will provide clear legislated direction for planning permit applicants, planning officers and provide transparency for our community about how Public Open Space Contributions are managed.

RECOMMENDATION

That Council:

1. **adopt the Public Open Space Contributions Policy; and**
2. **endorse the inclusion of the policy within the Murrindindi Planning Scheme at a future Planning Scheme Amendment.**

Background

The development of this policy was identified as an action in the Council Plan, item 2.2.2 - develop a Public Open Space Contributions Policy to support development of enhanced and new public open spaces that meet the needs of the community.

Council's Planning Unit performs a statutory function under the *Planning & Environment Act 1987* (P&EA 1987) to consider planning permit applications to subdivide land.

The *Subdivision Act 1988* (SA 1988) specifies when Public Open Space Contributions (POS) are applied, and how these funds are managed in accordance with the Act.

Murrindindi Shire Council currently receives POS contributions, however, it requires a formal policy to provide guidance for the allocation of any monetary funds collected or if the provision of land is appropriate in place of monies.

The policy seeks to set percentages of contribution of up to a maximum of 5% of the land value as stated within the Subdivision Act.

A Public Open Space Contributions Policy will provide clear guidance for both Council and Community.

Discussion

Currently, Council's Planning department apply the following rates to applications for subdivision of three or more lots:

- Rural Living Zone – 2% POS Contribution
- Low Density Residential Zone – 5% POS Contribution
- Township Zone – 5% POS Contribution
- General Residential Zone – 5% POS Contribution
- Industrial 1 and 2 Zones – 5% POS Contribution

A Financial Reserve Policy currently exists which includes ‘*appendix B regarding financial*’ management of POS contributions, however further guidance is required having regard to:

- Alignment with the Recreation and Open Space Strategy
- Provision of useable land for Public Open Space
- How funds can be spent having regard to the *Subdivision Act 1988*
- Responsibilities of individual departments of Council; and
- The sale of Public Open Space.

As the percentage of Public Open Space Contributions can be to the value of up to 5%, Council can set percentages for relevant zones which are used for residential, industrial, or commercial purposes.

Having undertaken public consultation on the draft policy, a summary of feedback received can be read in the consultation section of this report. The consensus received via survey through Council’s webpage on The Loop platform was generally supportive of the proposed percentages. Only one submission suggested otherwise and that was that this policy should not exist.

The Public Open Space Contributions Policy proposes to include the percentages as outlined above within this section of the report.

Council Plan/Strategies/Policies

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

- to create a better place for our community and visitors to live in harmony with our rural character, natural beauty and heritage.
- deliver efficient, sustainable land use planning outcomes to enhance liveability, protect our unique rural character and natural beauty, and to enable growth.
- to 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.

The Financial Reserves Policy is linked to the Public Open Space Contributions Policy

The Recreation and Open Space Strategy is linked to the Public Open Space Contributions Policy.

Relevant Legislation

Murrindindi Planning Scheme.

Planning & Environment Act 1987.

Subdivision Act 1988.

Financial Implications and Risk

A Public Open Space Contributions Policy will ensure that clear guidance is provided to all readers of the policy, applying percentages for land or money contribution to public open spaces, ensures compliance with relevant legislation and provide transparency in decision making.

The development of this policy reduces the level of risk in making poor decisions for collection, acquiring land and spending of funds.

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

External consultation is limited in relation to this policy due to Public Open Space Contributions being legislated under the Subdivision Act, however, Council can seek comment from the community regarding the percentages Council may apply to applications for subdivision.

A communications plan was developed with councils' engagement team and included;

- Placing the Draft Public Open Space Contributions Policy on "The Loop" (Council's digital engagement platform) for comment, for a period of 30 days.
- Council officers being available to speak to interested parties.
- Attendance at community markets

The table below represents an overview of activity from Council's website:

Activity Type	Description	Number
Views	Visitor views any page	236
Visits	End-user sessions associated with a single Visitor	197
Visitors	Unique public or end-users to a Site	159
Contributions	Responses or feedback collected	4
Contributors	Unique number of Visitors who have left feedback or Contributions	4
Followers	Number of Visitors who have 'subscribed'	1

During consultation, questions were asked for 'what percentage of contribution should be applied to each zone' and provided information for what percentage is currently applied.

From the four contributors, three agreed with the current percentages applied to all zones, with the exception of the Rural Living Zone where two contributors proposed 5% as opposed to the 2% currently applied.

One contributor who did not support the policy suggested the policy should be 'scrapped'(sic).

If we break this into percentages, albeit with 3 contributors, 100% agreed with the proposed percentages for all relevant zones except for the Rural Living Zone, showing 66.67% for charging 5% and 33.33% for charging 2%.

Council officers took the opportunity to ask two additional questions whilst undertaking engagement to help Council identify public open space that the community wants to see improved to gather feedback and ideas. The two questions asked were:

- Please tell us where you would like to see more public open space, and
- Please tell us what you would like to see installed or improved in existing open space.

The following responses were received:

Please tell us where you would like to see more public open space	Please tell us what you would like to see installed or improved in existing public open spaces
Along number 1 creek east of Glenburn Road Kinglake	Not existing yet, Dam up number 1 creek and have a water recreational area for families i.e. Walking track, BBQ, fishing canoeing?
In rural towns where there aren't as many facilities.	Public toilets, Camping facilities, Parks with BBQs that work
Pretty happy with open space currently available but would like to see improved infrastructure in some areas	Greater accessibility for people with mobility issues and other needs.
Use the land already zoned public or national park	

This information will be provided to relevant department managers for future consideration.

4.5 Housing & Settlement Strategy

Attachment(s)	Attachment 1 - Murrindindi Housing and Settlement Strategy - Final Report [4.5.1 - 66 pages] Attachment 2 - Murrindindi Housing and Settlement Strategy - Communications and Engagement Review [4.5.2 - 11 pages] Attachment 3 - Murrindindi Housing and Settlement Strategy - GVV Response [4.5.3 - 5 pages] Attachment 4 - Murrindindi Housing and Settlement Strategy - EPA Response [4.5.4 - 3 pages]
Presenter	V Albicini, Director Assets & Development
Approved by	Director Assets & Development
Purpose	For decision

Executive Summary

The Council Action Plan has recognised the need to advocate to, and work with, the Victorian Government for a strategic land use assessment to support a sustainable and appropriate rezoning strategy to meet the Shire's population needs.

To assist with this action, a Background and Issues Report was developed with key stakeholder input to inform the preparation of a Draft Housing and Settlement Strategy.

The Draft Housing and Settlement Strategy was placed on public consultation initially for a period of one month, however this period was extended due to the recent flood events within the municipality.

At the conclusion of the consultation period, council officers reviewed and analysed the feedback. As a direct result of consultation, there are a number of proposed changes to the Draft Housing and Settlement Strategy. A detailed report forms an attachment to this report.

These proposed changes are presented to Council for consideration and inclusion within the Draft Housing and Settlement Strategy.

Once adopted, the strategy will become formally known as the Housing and Settlement Strategy.

RECOMMENDATION

That Council:

1. **note the proposed changes to the Draft Housing and Settlement Strategy following public consultation;**
2. **adopt the Housing and Settlement Strategy, December 2022; and**
3. **endorse the Housing and Settlement Strategy as adopted for inclusion within the Murrindindi Planning Scheme as part of the next Planning Scheme Review.**

Background

Council commenced the preparation of a Housing and Settlement Strategy for the purpose of analysing future housing needs and trends.

The Housing and Settlement Strategy reviewed the Shire's housing needs to the year 2041, ensuring that Council can accommodate a minimum projected population growth over the next 15 years which is a requirement of the State Planning Policy Framework for all Victorian councils.

The development of the Housing and Settlement Strategy will assist in the preparation of a clear policy framework to guide planning and decision making.

Council was briefed in March, August and September 2022 on the development of the strategy prior to finalisation of the draft and commencement of consultation.

Extensive consultation has been undertaken for a period of just over one month. This consultation work has provided support for the strategy and contributed to enhancing some sections.

The feedback has now been reviewed and proposed changes are recommended for the final version for consideration of Council.

Discussion

In March 2022, having prepared a Background and Issues Report with input from key stakeholders, a briefing was provided to Council for information and input which assisted in developing an evidence-based Draft Strategy.

The key steps involved in preparing this Strategy included:

- Stage 1 - Consultation – Council Plan (complete)
- Stage 2 - Background and Issues Report (complete)
- Stage 3 - Housing & Settlement Strategy (current stage)
- Stage 4 – Implementation (Targeted projects, Planning Scheme Amendments)

The Draft Strategy provides a set of Principles and Directions based on themes. The Draft Strategy must be read in conjunction with the Background and Issues Report.

A focus on the principles and directions was required to ensure that Council provides clear direction for officers to implement the Housing and Settlement Strategy.

Having completed the Draft Housing and Housing Strategy, a communication plan was developed in consultation with Council's Community Engagement Team.

Consultation was proposed to be undertaken from 7 October 2022 through to 6 November 2022, however, due to the recent flood events Council was unable to attend the pop-up markets at Flowerdale and Kinglake, it was therefore decided to extend the consultation period for an extra week. Key contacts were made within the communities we were unable to reach in person to circulate the information and survey contained on "The Loop".

Following conclusion of the consultation period, Council Officers collated all feedback, and analysed the information received. Feedback revealed the following:

1. Overall support for the Principles and Directions of the Draft Strategy, with a number of further comments and suggestions made.
2. Respondents felt strongly with the proposed approach of the strategy to encourage "sustainable housing growth".
3. There was overwhelming support for the need to create more housing within the Shire and improve housing affordability.
4. A majority of respondents agreed with the approach to maintain the unique township, landscape, tourism, farming and environmental values of Murrindindi Shire, to direct the bulk of future housing growth to serviced towns (in particular Alexandra and Yea), and to maintain the extent of existing small towns and settlements.
5. Most respondents believed that the strategy had identified the most logical areas for future growth. Some further suggestions were made.
6. There was some resistance to the further growth of Marysville. Conversely, there was a desire from some to further develop land in/around Kinglake.
7. In terms of housing types required in future, respondents identified affordable housing, key worker accommodation, retirement living, and units (in that order of preference).
8. There is strong support to ensure that new homes are more energy efficient and environmentally friendly.
9. The nexus between housing growth and access to local jobs and services was frequently raised.
10. The impact of short-term rentals on the local housing market was perceived as negatively impacting housing supply and the availability of rentals.
11. Responses were predominantly provided by individual landowners and community members. Very few responses were on behalf of organisations or groups.
12. Goulburn Valley Water identified constraints with the land identified for growth east of the Alexandra Treatment Plant. Goulburn Valley Water also identified the need to better co-ordinate planning for growth with infrastructure planning.
13. The Environment Protection Authority provided guidance for growth area planning and environmental protection.

As a direct result of consultation, there are a number of changes recommended to the Draft Strategy. These changes and recommendations can be read in detail within the "Consultation and Engagement Review" document attached.

A "Track Change" version of the Draft Housing and Settlement Strategy is also attached for ease of referencing the proposed changes.

Council Plan/Strategies/Policies

This report supports the *Council Plan 2021-2025 Beautiful Towns and Rural Settings* strategy to “deliver efficient, sustainable land use planning outcomes to enhance liveability, protect our unique rural character and natural beauty, and to enable growth”.

Relevant Legislation

The development of this Strategy has considered the Murrindindi Planning Scheme and the *Planning & Environment Act 1987*.

Financial Implications and Risk

There are no financial implications or risks associated with the consideration of this Strategy. It must be noted that recommendations for implementation will need to be considered as part of any future business plans and operational budget consideration.

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

Stakeholder consultation has been undertaken with the preparation of the Background & Issues report and the Draft Strategy.

Consultation for the DRAFT Strategy included:

- Internal departments
- Referral Authorities
- Real Estate Agencies
- Attendance at Pop-Up Markets
- Social Media Posts
- The Loop (Council website)
- Key community contacts

Engagement on “The Loop” platform had a total of over 372 people viewing the page, with 288 visiting the site.

There were 70 contributions made up of 38 quick polls completed online (plus 13 at markets), and 31 surveys were submitted.

A detailed summary of feedback received can be found attached to this report and named *Housing and Settlement Strategy Consultation and Engagement Review*.

5 REPORTS - COMMUNITY ENGAGEMENT DIRECTORATE

5.1 Response to Petition - Rainbow Flag

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

Executive Summary

At its September 2022 Scheduled Meeting, Council received a petition regarding the flying of the rainbow flag on 17 May annually to mark the International Day Against Homophobia, Biphobia, Intersex discrimination and Transphobia. Council requested that a report be presented back to Council regarding this matter with Officer Recommendation.

RECOMMENDATION

That Council commit to flying the rainbow flag on 17 May annually to mark the International Day Against Homophobia, Biphobia, Intersex discrimination and Transphobia.

Background

Petition

On 28 September 2022 at the Scheduled Meeting of Council, Chief Executive Officer Livia Bonazzi presented a petition received from the Rainbow Local Government Team (Head petitioner is Cass Groves). The petition statement read as follows 'We, the undersigned, hereby request Council to fly the rainbow flag on 17 May to mark the International Day Against Homophobia, Biphobia, Intersex discrimination and Transphobia'. This is an online petition and at the time of submission to Council there were 29 signatories.

At the Scheduled Meeting of Council, the following was resolved:

'That Council:

1. receive the petition
2. note that the request outlined in the petition aligns with Council's focus on inclusivity, and that officers have been preparing a report for Council's consideration on flying the rainbow flag
3. refer the petition to the Director of Community Engagement for consideration as part of this report to Council.'

IDAHOBIT Day

International Day Against Homophobia, Biphobia, Lesbophobia and Transphobia (IDAHOBIT Day) is observed on 17 May each year and aims to raise awareness of Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual (LGBTQIA+) rights violations and stimulate interest in LGBTQIA+ rights work worldwide.

Discussion

Council's 10-Year Community Vision for Murrindindi Shire states that we are 'inclusive, embrace diversity and encourage the participation of all'. Council's commitment to advancing diversity and inclusion within our Shire is also highlighted in the *Council Plan 2021-2025* under the Resilient Communities strategy to 'celebrate the community's vibrant, diverse and creative people'.

In 2022, Murrindindi Shire Council was recognised for moving towards the improvement of diversity and inclusion within the Shire. Despite this, Murrindindi has been identified as one of only eight Councils in Victoria that did not fly the rainbow flag on IDAHOBIT Day (source: Victorian Pride Lobby's Rainbow Local Government).

The IDAHOBIT Day annual event will help to educate people and raise awareness for the work still needed to combat discrimination. Available statistics from across Australia indicates that:

- 75 % of LGBTQIA+ youth experience some form of discrimination.
- 77 % of Trans and Gender Diverse people report being discriminated against in the last 12 months.
- 39% of LGBTQIA+ people have experienced depression in the last 12 months, compared with 6.2% of the general population.

Council can demonstrate leadership within the community by combating discrimination with this proactive action and increase awareness, supporting health and wellbeing outcomes for our diverse community members and visitors.

Council has already taken a number of steps to promote and celebrate days of significance throughout the year, including IDAHOBIT Day, via our communication channels and the hosting of events. Council officers see this as another logical step.

For these reasons, Council officers recommend that Council work flies the rainbow flag at our offices in Alexandra, Kinglake and Yea on 17 May each year.

Council Plan/Strategies/Policies

This report supports the *Council Plan 2021-2025 Resilient Communities* strategy to 'celebrate the community's vibrant, diverse and creative people'.

This report supports the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* strategy to 'maintain transparent, inclusive and accountable governance practices'.

Relevant Legislation

The *Local Government Act 2020* details process for responding to petitions. Other relevant Acts include:

Gender Equality Act 2021.

Sex Discrimination Act 1984.

Equal Opportunity Act 2010.

Financial Implications and Risk

Further investigation is required to determine the options available to fly the flag. This may include costs associated with installing temporary infrastructure or an additional flagpole at each of our offices.

Council could face a reputational risk if no action was taken, with a perception that Murrindindi is not a safe or welcoming place for LGBTQIA+ people.

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.

5.2 Eildon Reserves Redevelopment consultation extended

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

Executive Summary

At the October 2022 Scheduled Meeting, Council received a petition titled “Stop the Sale of Parkland in Eildon”. The sale of land within the Eildon township forms part of the Eildon Reserves Redevelopment Project. Council conducted initial community consultation and is seeking further input from the community over the coming months.

RECOMMENDATION

That Council endorse further community engagement on the proposed land sales to support delivering the Eildon Reserves Redevelopment Project.

Background

The Eildon Reserves Redevelopment Project will significantly enhance the recreation offering in Eildon and attract more visitors to the area, promoting investment and providing a boost for the local economy.

The first stage of the project aims to redevelop the Walter Moore Reserve, with construction of a new regional play space, splash park, toilets and change rooms, picnic shelter, as well as installation of new footpaths and upgrades to park furniture. Further stages include a skate park, pump track, senior play and basketball court resurfacing on the Thomas Marr Reserve.

Council has received significant funding from the Victorian Government as part of the Regional Tourism Investment Fund, Local Sport Infrastructure Fund, and Changing Places program to support this initiative.

During September and October 2022, council officers engaged the Eildon community to seek feedback regarding:

- the final designs for the Project, and
- the proposal to sell land at 8th and 21st Streets, Eildon to part fund the Project.

On 24 October 2022, council received a petition signed by 150 community members, in response to the proposed land sales. The petition was subsequently tabled at the 26 October 2022 Council Meeting.

In response to the petition tabled at the October Council Meeting, “Stop the Sale of Parkland in Eildon”, the Council resolution included:

That Council:

1. receive the petition
2. refer the petition to be considered as part of the Redevelopment of the Eildon Reserves consultation process, the outcomes of which will be presented to Council at a future date.

Officers have prepared the following discussion to support the recommendation for further community engagement.

Discussion

Community engagement conducted during September and October 2022 supported conversations with Eildon residents, this included receiving 93 survey responses specific to the land sale proposal.

Based on mixed community feedback received during consultation in relation to the proposed land sales, officers plan to undertake further engagement over coming months. This will allow Council to understand the differing views expressed during the first round of consultation and to support community to understand the trade-off and benefits associated with the Eildon Reserves Redevelopment Project.

This engagement activity will be delivered during February and March 2023 and support a recommendation to Council regarding the proposed land sale in March 2023.

Council Plan/Strategies/Policies

This report supports the *Council Plan 2021-2025 Resilient Communities* strategy to “provide and promote safe, passive and active recreational opportunities that will enhance the health, and wellbeing of residents and visitors”.

This report supports the *Council Plan 2021-2025 Beautiful Towns and Rural Settings* strategic objective “to provide fit-for-purpose infrastructure that meets current and future service demands and needs for our community”.

Relevant Legislation

The *Local Government Act 2020* details Council responsibilities in relation to sale of public land and community engagement.

Financial Implications and Risk

The risks specific to this briefing include the funding model to deliver the Eildon Reserves Redevelopment Project, and the level of community support for proposed land sales to support project delivery. The proposal to undertake community engagement intends to support Council decision making whilst maintaining community ownership.

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

Community consultation was not required in preparing a response to the petition tabled at the October Council Meeting.

5.3 Reconciliation Action Plan - conditional endorsement

Attachment(s)	Attachment 1 - Murrindindi Shire Council Reflect Reconciliation Action Plan 2023-2024 [5.3.1 - 17 pages]
Presenter	K Siebert, Interim Director Community Engagement
Approved by	Interim Director Community Engagement
Purpose	For decision

Executive Summary

This report provides an update on the final steps in the development of Council's first Reconciliation Action Plan (RAP). The RAP has received conditional endorsement from Reconciliation Australia and is ready for Council to review and consider for approval. The document will then be designed and fully endorsed by Reconciliation Australia.

RECOMMENDATION

That Council approve the 'Reflect' Reconciliation Action Plan, as the first step in Council's reconciliation journey.

Background

Reconciliation Australia has developed a nationally recognised framework to guide the development of RAPs by organisations across Australia, including Local Government Organisations.

The Reconciliation Australia framework sets out four levels of RAP:

1. **Reflect**: scoping our own capacity for reconciliation, sets out the steps we should take to prepare our organisation for reconciliation initiatives in successive RAPs
2. **Innovate**: going deeper with implementing and achieving our unique vision
3. **Stretch**: appropriate for organisations ready for reconciliation to be business as usual
4. **Elevate**: appropriate for organisations who are leading the way in reconciliation.

In line with this framework, Council has developed a 'Reflect' RAP as we begin our journey of Reconciliation.

This first RAP is an opportunity to send a strong signal of our commitment to improve partnerships with Aboriginal people. Many respondents to the recent Shaping Our Future consultation regarding the Community Vision and Council Plan highlighted a desire for Council to show greater leadership in acknowledging the Aboriginal history and the ongoing connection and contribution in Murrindindi Shire by Indigenous people. A RAP will also further develop themes of diversity and inclusion that were also strongly represented in consultation.

Further, an effective RAP will deliver genuine improved outcomes (health and well-being, social and economic) for Indigenous people in Murrindindi Shire and beyond.

Discussion

The internal Council RAP Working Group has prepared the final RAP through many hours of reflection, research, and discussion, supported through consultation with both Taungurung Land and Waters Council (TLaWC) and Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation.

After input from Council in August 2022, the draft RAP was submitted a second time to Reconciliation Australia.

In November 2022, Reconciliation Australia provided conditional endorsement for the RAP document. The next steps are for Council to review and subsequently approve the RAP which will then be designed and presented to Council for final review at a briefing session early in 2023.

The fully designed Council-approved RAP will then receive full endorsement from Reconciliation Australia. It is then shared on the Reconciliation Australia website, as well as our own.

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 legislation on this subject.

Financial Implications and Risk

Appropriate budget allocation to support the Reflect RAP implementation will be considered within annual budget preparation.

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

An online consultation session was held with Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation in September 2022. Members of the RAP Working Group met with representatives of TLaWC in July to start consultation on the draft RAP, which was then completed through discussion via email later in 2022.

5.4 Grants and Contributions Program - December Allocations

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

Executive Summary

The purpose of this report is to present Council with the November 2022 Grants and Contributions Program allocations and variations for noting and endorsement.

RECOMMENDATION

That Council:

1. **note the following allocations made by the Grants and Contributions Assessment Panel under delegation:**
 - a) **Rotary Club of Yea - Senior Citizens Dinner for \$135.**
 - b) **Yea Primary School – School Musical – “Christmas by Candlelight” for \$975.**
2. **endorse the following allocations recommended by the Grants and Contributions Assessment Panel:**
 - a) **Alexandra Events Corporation - Alexandra Pro Rodeo 2023 for \$5000 sponsorship.**

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.

Discussion

Fee Reductions

1 a) Rotary Club of Yea - Senior Citizens Dinner

The Rotary Club of Yea has held a Christmas Dinner annually in December, for approximately 120 local Senior Citizens of Yea and district over many years. The dinner is a wonderful opportunity for our seniors to enjoy festive fellowship, a beautiful two course dinner and refreshments, plus entertainment, in the Shire Hall.

A fee reduction of \$135 for hall hire was approved, under the delegation by the panel.

1 b) Yea Primary School - School Musical - "Christmas by Candlelight"

The whole school is involved in a musical show put on for all families in Term 4 at Yea Shire Hall. It involves all students in the arts and focusses on a message of the importance of family and community. A fee reduction is sought for the hire of the hall.

A fee reduction of \$975 for hall hire was approved, under the delegation by the panel.

Event Support (Tourism)

2 a) Alexandra Events Corporation – Alexandra Pro Rodeo 2023

Now in its 6th year, the Alexandra Pro Rodeo is a key event in the Australian Professional Rodeo Association (APRA) circuit. Attracting up to 5,000 visitors from across Victoria and interstate, audiences at this family friendly event enjoy events in the arena (such as bull riding and barrel racing) as well as music, entertainment, amusements and catering by local suppliers, and more. Held at Dame Pattie Menzies Centre on Station St this event contributes significantly to the visitor economy with many visitors staying in region for the entire weekend, and encouraging return visitation through the year.

The application was received under the Events Support, Events of State Significance stream however Council officers determined that the application is a better fit under the Community Grants, Sponsorships grant stream.

Sponsorship of \$5,000 is recommended by the panel.

Council Plan/Strategies/Policies

This report supports the following strategies and objectives under the *Council Plan 2021-2025 Growth and Opportunity* pillar:

- 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	November allocations	Year to date allocations	Total 22/23
Fee Reductions	\$1,110	\$4,423	\$5,533
Governance, Skills and Capacity Building	\$0	\$0	\$0
Quick Response	\$0	\$0	\$0
Community Sponsorship, Projects and Events	\$0	\$35,828	\$35,828
Tourism Events	\$5,000	\$7,500	\$12,500
Business Plan Support	\$0	\$0	\$0
Funds returned to Council	\$0	\$0	\$0
TOTAL	\$6,110	\$47,751	\$53,861

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 CEO Employment and Remuneration Policy Review

Attachment(s)	Attachment 1 - CEO Employment and Remuneration Policy [6.1.1 - 14 pages]
Presenter	T Carter, Manager Governance & Risk
Approved by	Director Corporate & Shared Services
Purpose	For decision

Executive Summary

The CEO Employment and Remuneration Policy was adopted by Council in accordance with the *Local Government Act 2020* in August 2021. Council committed to reviewing the Policy once the Committee was established and operational to ensure that the Policy met its needs.

RECOMMENDATION

That Council adopt the CEO Employment and Remuneration Policy as contained in Attachment 6.1.

Background

Section 45 of the *Local Government Act 2020* requires Council to develop, adopt and keep in force a CEO Employment and Remuneration Policy (the Policy).

The Policy covers the following matters for which Council is responsible under the Act, or as a requirement of the Policy:

- the recruitment and appointment of the Chief Executive Officer;
- approving the Contract of Employment entered into between the Council and the Chief Executive Officer;
- the appointment of an Acting Chief Executive Officer
- the provision of independent professional advice in relation to the matters dealt with in the Policy;
- the monitoring of the Chief Executive Officer's performance;
- an annual review;
- determining the Chief Executive Officer's remuneration.

In accordance with the Act, the Policy also sets out the requirement for Council to obtain independent professional advice in relation to the matters dealt with in the Policy and it contains the terms of reference for the CEO Employment and Remuneration Policy.

Discussion

This Policy reinforces Council's commitment to good governance practices and provides a consistent, fair and transparent framework for employment matters relating to the Chief Executive Officer (CEO) including recruitment, contract terms, performance monitoring and annual review.

Managing the employment cycle of a CEO is a core responsibility of the elected Council. The Policy outlines the mechanisms which will support the Council in fulfilling its obligations.

This includes the CEO Employment and Remuneration Committee (the Committee), including appointment of an independent member. This Committee is advisory only and recommendations of the Committee will still require Council resolution; these are outlined within the Policy.

This Policy was adopted in August 2021 and the Committee membership was established in October 2021 including the appointment of an Independent Member.

The Policy has been reviewed by the Independent Member as requested and it has been deemed to fit the needs of the Committee and the outcomes sought. One change was made to clause 10.1 “no later than 3 month prior to the expiry of the contract” has been added.

The review period for the policy has been updated which provides for a review least every two (2) years by the Committee with any proposed changes presented to Council for consideration and within six (6) months of each Council election as required under the Act. Any changes will be made by a resolution of the Council. The Policy also references the Transparency, Inclusion and Accountability strategic objective from the *Council Plan 2021-2025*.

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

Section 45 of the *Local Government Act 2020* sets the requirement for a CEO Employment and Remuneration Policy.

Financial Implications and Risk

The Committee provides for effective management and good governance oversight of the role of the CEO. This mitigates the risk of performance issues not being addressed, it also enhances transparency in the personnel management process, reducing the likelihood of conflict.

There will be a small financial cost associated with engaging the independent member.

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.

6.2 Contract 22/10 - Temporary Labour Hire Services

Attachment(s)	Nil
Presenter	T Carter, Manager Governance & Risk
Approved by	Director Corporate & Shared Services
Purpose	For decision

Executive Summary

The purpose of this report is to appoint CONT 22/10 Panel Contract – Labour Hire for an initial three-year contract with the option to extend for maximum of two years.

A detailed evaluation process was undertaken in line with Council's Procurement Policy and against the tender evaluation criteria by a Tender Evaluation Committee.

Based on the analysis undertaken, the Committee recommended that five tenderers be appointed to the panel CONT 22/10 Panel Contract – Labour Hire for a three-year contract with an option of two, one-year (1 + 1) extensions, not exceeding a total of five years. Commencing 1 February 2023 and ending no later than 31 January 2028 executing all available extensions. The Contract being a panel contract will not exceed a total spend of \$7 million over the five-year term if all options are exercised.

RECOMMENDATION

That Council:

1. appoint CONT 22/10 Panel Contract – Labour Hire to the following suppliers:
 - Tenderer 1 CT Management
 - Tenderer 2 Public Sector People
 - Tenderer 3 Work Solutions Melbourne Pty Ltd
 - Tenderer 4 Zancott Recruitment VIC Pty Ltd
 - Tenderer 5 Fetch Personnel Pty Ltd
1. for an initial period of three years commencing 1 February 2023 and ending 31 January 2026 with an option for two, one-year extensions
2. approve a total contract of \$7 million over the five-year contract period.

Background

Where Council has a temporary recruitment need, either due to a short-term assignment or where Council has been unable to source employment candidates in the market, it has engaged temporary employees via a Labour Hire Service. This arrangement means that the person is engaged by the Agency and Council is a host employer. Council is invoiced an all-inclusive fee for the labour from the Agency (insurances, taxes, superannuation, agency fees). This arrangement enables Council to engage the employee for a short period without the ongoing commitment of permanent employment which is appropriate for some short-term assignments or where there is a skills shortage and the role needs filling whilst we continue to recruit.

Council has been participating in the Comensura Labour Hire panel for the past three years. Comensura provide labour hire services either directly or they have also acted as a broker for labour hire services via other recruitment agencies. Council has found this broker service to be costly with little additional value being gained. A service fee has been payable to Comensura when, otherwise Council could have engaged Labour Hire employees directly from an Agency.

Tenders were called for Panel Contract – Labour Hire on 22 July 2022 closing 18 August 2022 and the opportunity was advertised on Council’s website, Facebook pages, and in local papers. A total of seven submissions were received.

Panel Contract – Labour Hire contract is to provide Temporary Labour Hire Services for all areas of Council including operations maintenance staff, corporate services such as IT, HR, finance, communications, customer service and executive management and regulatory services such as environmental health, planning, engineering, senior management.

Discussion

Council’s procurement policy requires that all tenders be evaluated by a tender evaluation committee. The committee responsible for evaluating this tender comprised:

- People & Culture Business Partner (Murrindindi Shire Council – Chair)
- Manager Operations and Maintenance (Murrindindi Shire Council)
- Coordinator Integrity & Governance (Murrindindi Shire Council)
- Procurement Officer (Murrindindi Shire Council non-scoring probity)

A pre-evaluation meeting concluded five of the seven tenders to be conforming to proceed to evaluation.

Two tenders were found to be non-conforming.

The five tenders were assessed against the following criteria:

- Price - 50%
- Capacity to deliver, systems and processes – 20%
- Relevant experience 10% Social and environmental procurement – 10%
- Understanding of the requirement 10%
- OH & S – Mandatory Requirement

Each submission was then evaluated individually to consider the Tenderer’s ability to meet the requirements of the contract. Tenders were assessed with particular attention to the evaluation criteria requirements.

The Committee, including the probity advisor, convened as a group at the completion of the individual evaluations to discuss the outcomes. The evaluation involved an assessment against the non-price criteria first, with the price added to provide an overall score.

Five conforming tenders were received, and a summary of the evaluation and individual scoring is outlined in table 2:

Table 2:

Criteria	Weighting	CT Management	Public Sector People	Work Solutions Melb - Pty Ltd	Zancott Recruitment - VIC Pty Ltd	Fetch - Personnel Pty Ltd
Price	50	45	43	40	50	38
Capacity to deliver, systems and processes	20	16	15	15	16	14
Relevant experience	10	8	8	7	7	7
Social/environmental	10	3	5	7	6	5
Understanding of the requirement	10	7	8	8	7	6
Total	100	80	78	77	85	71

Table 3 below outlines pricing comparisons for the five tenderers based on labour rates at \$65,000 per annum plus 10.5% Superannuation.

Table 3:

Tenderer	Name	Est annual fee for labour hire placement at \$65K salary
Tenderer 1	CT Management	\$21,547
Tenderer 2	Public Sector People	\$22,711
Tenderer 3	Work Solutions Melb - Pty Ltd	\$24,061
Tenderer 4	Zancott Recruitment - VIC Pty Ltd	\$19,320
Tenderer 5	Fetch - Personnel Pty Ltd	\$25,497

Based on the analysis undertaken, the Committee recommended that five tenderers be appointed to the panel CONT 22/10 Panel Contract – Labour Hire for a three year contract with an option of a two, one year (1 + 1) extensions, not exceeding a total of five years including all optional extensions commencing 1 February 2023 and ending no later than 31 January 2028 executing all available extensions. The Contract being a panel contract will not exceed a total spend of \$7 million over the five year term if all options are exercised.

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

Local Government Act 2020.

Financial Implications and Risk

Council requires labour hire resources to support the continuity of Council service delivery to the Community from time to time. Labour hire provides an option for immediate short term resourcing needs that Council would otherwise be unable to fill leaving gaps in knowledge and service delivery. Appointing five suppliers provides Council with options that allow price comparison but also a mix of agencies which specialise in sourcing different roles and skill sets. Total spend outlined in this contract is based on spend over the past several years, allowing for inflation.

Additional budget allocation is not being requested as engagement under the panel will be undertaken within current allocated resources, offset by savings in wages or as part of a grant funded project.

The current temporary staffing contract has averaged approx. \$1 million per annum. The all-inclusive hourly cost for contract employees has significantly increased over the last 2 years due to industry skill shortages and increased on-costs for suppliers (i.e insurances, superannuation equivalent and general overheads). The maximum spend of \$7 million is taking into account the market increase and also allowing for the panel to support Flood Recovery in the immediate term and any potential future major events that impact Council.

The move to a direct arrangement with suppliers will ensure that there are no third party fees, potentially leading to savings for Council and will ensure that Council can build relationships direct with suppliers ensuring a more efficient and effective process.

Conflict of Interest

No conflicts of interest were declared by a Council officer in relation to this report.

Community and Stakeholder Consultation

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

6.3 Contract 22/28 – Telecommunications Services

Attachment(s)	Nil
Presenter	M Chesworth, Director Corporate & Shared Services
Approved by	Director Corporate & Shared Services
Purpose	For decision

Executive Summary

The purpose of this report is to appoint Telstra to CONT 22/28 Contract – Telecommunications Services for an initial three-year contract with the option to extend for maximum of two years.

RECOMMENDATION

That Council:

1. enter into a contract with Telstra for Telecommunications Services, under the State Purchasing Contract arrangements, for an initial period of three years commencing 1 January 2023 and ending 31 December 2026 with an option for two, one-year extensions,
2. approve a total contract up to a maximum of \$560,000, excluding GST, over a five (5) year contract period.
3. authorise the CEO to sign the required documentation to give effect to Council's decision to procure telecommunication services from the Victoria State Purchase Contract.

Background

Since 2016, the Victorian Government through the Department of Premier and Cabinet (DPC) has provided a State Purchasing Contract (SPC) agreement for telecommunication services. The Telecommunications Purchasing and Management Strategy (TPAMS) agreement provides services for

- Data Services
- Voice Services
- Mobile Services
- Internet Services and
- Unified Communication Services.

Council's current agreement with Telstra under the TPAMS SPC agreement ceases on 1 January 2023.

The current agreement under TPAMS contract is being replaced with a new Victorian Telecommunication Services (VTS) contract. The new Adaptive Mobility Plan includes services for:

- Data and internet Services
- Fixed Voice Services
- Mobile Services
- Internet Services and
- Unified Communication Services and contact centre.

DPC has completed a tender process to provide a panel of providers to provide the above telecommunication services.

The current arrangements under the TPAMS agreement cannot be extended. Council must transition to VTS arrangement to avoid disruption to our services.

Discussion

CONT 22/28 Contract – Telecommunications Services will replace the current contract arrangements for mobile, data and internet services. There are contracts in place for other Telstra services.

The contract procurement is being sourced through an established SPC which has a panel of providers formed by a tender conducted by the State Government. The panel members must have demonstrated they can achieve value of money outcomes.

Council needs to consider the Shire's location and coverage issues when selecting a service provider. From the list of service providers, Telstra provides coverage for the majority of locations within the Shire. As such Telstra has been deemed the supplier that can meet Council's requirements with minimum risk and provide value of money.

The contract includes

- data and internet services
- mobile services
- an upfront Growth Fund of \$31,874, which can be used to offset the cost of purchasing new mobile devices.
- features such as BillView aimed at providing improved accounts payable processes.
- no excess data fees for usage by mobiles or mobile broadband services within Australia
- Adaptive Mobility Care, delivered by Star 21, a partner of Telstra
 - Dedicated support service to assist with administration for new connections, upgrades, change plans, device ownership, device purchases, warranty repairs, service cancellations etc

The contract excludes international roaming connection when travelling overseas.

CONT22/28 is proposed for a term of 3 years, with option of 1 +1 (2 years) extensions. At the end of the initial 3-year term a review of the Telstra offer will be undertaken to ensure it continues to represent value for money.

The table below shows the proposed savings of \$3,073 per annum, anticipated at the current level of service provision and devices.

	Current	Proposed	Savings
Monthly	\$9,110	\$8,854	\$256
Annual	\$109,320	\$106,248	\$3,072
3 years	\$327,960	\$318,744	\$9,216
5 years	\$546,600	\$531,240	\$15,360

It is anticipated that Council will increase availability of mobile devices as we continue along the digital transformation journey. The contract approval allocation takes this into consideration.

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

Local Government Act 2020.

Financial Implications and Risk

The initial three (3) year contract is for \$318,744; with 2 years (1+1) options the total contract amount is \$531,240.

The request for up to \$560,000 over five (5) years allows for growth in the mobile devices used by Council, as we continue to employ mobile data solutions.

Council has considered risk associated with reliability and connectivity due to the location of the Shire. From the SPC panel list, Telstra is considered to hold the least risk from this perspective.

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**
- 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 23 November 2022 to 7 December 2022, for Council to note.

RECOMMENDATION

That Council receive and note the records of Council Briefing Session for 21 November 2022 to 9 December 2022.

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 23 November 2022 to 7 December 2022:

Meeting Name/Type		Council Pre-Meet		
Meeting Date:		23 November 2022		
Matters Discussed:		<ol style="list-style-type: none"> 1. Grants and Contributions Program – November Allocations 2. Council Plan 2021-2025 Quarterly Performance Report – 1 July to 30 September 2022 		
Councillor Attendees:		Cr J Walsh (V), Cr K Haslam, Cr S Carpenter (V), Cr D Gallagher (V), Cr E Lording (V), Cr S McAulay (V)		
Council Officer Attendees:		L Bonazzi, M Chesworth, V Albicini, K Siebert, T Carter, D Echeverry		
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?
2	Cr S Carpenter	No	Yes	Before

Meeting Name/Type		Council Briefing Session & Open Community Meeting		
Meeting Date:		30 November 2022		
Matters Discussed:		<ol style="list-style-type: none"> 1. Financial overview and planning 2. 10-Year Asset Plan review 3. Open Community Meeting from 5:00pm 		
Councillor Attendees:		Cr J Walsh, Cr K Haslam, Cr S Carpenter, Cr D Gallagher, Cr E Lording, Cr S McAulay, Cr I Gerencser		
Council Officer Attendees:		L Bonazzi, M Chesworth, V Albicini, K Siebert, T Carter, L Chapple		
Conflict of Interest Disclosures: Nil				

Meeting Name/Type		Briefing Session		
Meeting Date:		7 December 2022		
Matters Discussed:		<ol style="list-style-type: none"> 1. Contract 22/10 – Temporary Labour Hire Services 2. Contract 22/12 - Panel Contract - Plant and Heavy Fleet - Maintenance Services - 2022-2027 3. Response to Petition – Rainbow Flag 4. Grants and Contributions Program – December Allocations 5. Guest Speakers - Forestry Transition – Local Development Strategy Project Update 6. Guest Speaker – Paul Dalzell – Refugee Housing 7. Guest Speakers - Social and Affordable Housing - Hornsby & Co. 8. Housing and Settlement Strategy 9. Public Open Space Policy 10. Contract 22/28 – Telecommunications Services 11. Eildon Reserves Redevelopment Project Update 12. Contract 22/17 - Gravel Roads Resheeting Program 2022/23 13. Flat Lead Road and Emissions Mitigation 14. Waste Strategy Action Plan - Progress and Priority Actions 15. CEO Employment and Remuneration Policy Review 16. Reconciliation Action Plan – Final draft 		
Councillor Attendees:		Cr J Walsh, Cr K Haslam, Cr D Gallagher, Cr S McAulay		
Council Officer Attendees:		L Bonazzi, M Chesworth, V Albicini, K Siebert, T Carter, S Russell, S Collier, M Thomas, N Stewart, E Kubeil, C Nickels-Beattie, P Bain, J Carns, L Harrison		
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?
4	Cr D Gallagher	No	Yes	Before
4	Cr S Carpenter	No	Yes	Before

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 assembly of Councillors tables listed above.