



Rural City of  
**Wangaratta**

# Agenda

For the Scheduled Council Meeting  
Council Chambers, Municipal Offices  
62-68 Ovens Street, Wangaratta  
**3pm 30 July 2024**



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## Rural City of Wangaratta Live Stream

Clause 24 of the Governance Rules provides the following:

*“This public meeting is being recorded to improve access to the meeting for our community. The recording will be published and will be retained by Council in accordance with Council’s legal obligations. As a visitor in the public gallery, your presence may be recorded.”*

### 1. Acknowledgement of Traditional Owners

*We acknowledge the traditional owners of the land on which we are meeting. We pay our respects to their Elders past, present and emerging and to Elders from other communities who may be here today.*

### 2. Opening Prayer

*Almighty God, we humbly ask thee to bless and guide this council in its deliberations so that we may truly preserve the welfare of the people whom we serve. Amen*

### 3. Present

### 4. Absent

### 5. Acceptance of Apologies & Granting of Leave of Absence

#### Recommendation:

That <<enter text>> be granted leave of absence for the period <<enter text>> to <<enter text>> .

## Order of Business

### 6. Citizen Ceremony

### 7. Confirmation of Minutes

#### Recommendation:

That Council read and confirm the Minutes of the Scheduled Meeting of 25 June 2024 as a true and accurate record of the proceedings of the meeting.

## 8. Conflict of Interest Disclosure

In accordance with section 130 of the Local Government Act 2020 a councillor who has a conflict of interest in respect of a matter must disclose the conflict of interest in the manner required by Council's Governance Rules and exclude themselves from the decision making process in relation to that matter, including any discussion or vote on the matter and any action in relation to the matter.

Clause 28.1 of Council's Governance Rules requires a councillor to indicate that they have a conflict of interest by clearly stating:

- (a) the item for which they have a conflict of interest; and
- (b) whether their conflict of interest is general or material; and
- (c) the circumstances that give rise to the conflict of interest.

**Immediately prior to the consideration of the item in which they have a conflict of interest, a councillor must indicate to the meeting the existence of the conflict of interest and leave the meeting.**

A councillor who discloses a conflict of interest and leaves a Council meeting must not communicate with any participants in the meeting while the decision is being made.

## 9. Reception of Petitions

## 10. Hearing of Deputations

### Presentation Of Reports

## 11. Councillor Reports

Nil

### Officers' Reports

## 12. Executive Services

Nil

## 13. Corporate and Leisure

### 13.1 Contract C13990 ICT End User Desktop Refresh Tender

Meeting Type: Scheduled Council Meeting  
Date of Meeting: 30 July 2024  
Author: Manager Customer, Digital & Transformation Services

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

#### Executive Summary

This report is presented to Council to award contract C13990 – ICT End User Desktop Refresh.

#### Recommendation:

That Council:

1. Approves an annual budget increase of \$47,374 for the duration of this contract.
2. Awards Contract C13990 ICT End User Desktop Refresh Tender to HP PPS Australia/Microtech.
3. Authorises the Chief Executive Officer to sign and seal all the relevant contract documents; and,
4. Discloses the contract price for the C13990 ICT End User Desktop Refresh Tender.

#### Background

In October 2019 the ICT Strategy was commissioned. This strategy guides Council's efforts to achieve its desired digital transformation, one of Council's top priorities. Achieving that priority will help us better meet changing and growing customer and council business expectations and need.

One of the critical strategic initiatives is the development of Strategic Asset Management Plans for ICT Assets and through these plans ensure adequate assets replacement programs are in place.

Based on the ICT End User Desktop Asset Management Plan, council's laptops, desktops and ancillary devices are scheduled for replacement every three years. The last refresh took place August 2020 and the devices have performed well. They are now due for replacement.

To comply with collaborative procurement requirements, tenders have been obtained through the established Victorian Government State Purchasing Contract (SPC), utilising the value for money benefits and purchasing power these arrangements demonstrate. The recommended SPC contract

meets all requirements under the Local Government Act 2020 as SPC are tendering agents that collaborate on behalf of their Local Government members.

The C13990 ICT End User Desktop Refresh tender was open from 5 June 2024 to 1 July 2024 (closed at 5:00pm), advertised through eProcure with tender number T13990.

Two submissions were received and the tender has been evaluated (refer Confidential Attachment 1) in accordance with Council's Procurement Policy.

### Implications

#### Policy Considerations

Council's procurement Policy sets out the process for appointing a supplier for these services.

#### Financial/Economic Implications

Due to the combined effect of increased CPI and hardware requirements, the quote is higher than the projected 2024/25 allocated budget. Council is requested to approve an annual budget increase of \$47,374 to fully fund this contract.

#### Legal/Statutory

The Local Government Act 2020 Section 109 (2) requires the CEO ensures that any report to the Council that recommends entering into a procurement agreement includes information in relation to any opportunities for collaboration with other Councils or public bodies which may be available.

#### Social and Diversity

There are no social impacts identified for the subject of this report.

#### Environmental/Sustainability Impacts

There are no environmental/ sustainability impacts identified for this subject of this report.

### Strategic Links

#### Council Plan 2021 – 2025

This report supports the 2021-2025 Council Plan through the following objectives and actions:

##### 1. Strengthening our Leadership

- 1.1 An engaged and connected community
- 1.2 An effective and efficient Council

#### Other strategic links

This report supports implementation of Council's ICT Strategy.

### Risk Management

#### Risk Management Framework

Risks	Likelihood	Consequence	Rating	Mitigation Action
Unsatisfactory quality of new	Unlikely (2)	Minor (2)	Low (4)	User Testing Plan



ICT End User Desktop Refresh deployment				
Staff concerns relating to changes in functionality or look and feel	Unlikely (2)	Moderate (3)	Medium (6)	Communication Plan
Timeframe and achieving the proposed ICT end User Desktop Refresh	Unlikely (2)	Moderate (3)	Medium (6)	Project Plan

### Consultation/Communication

In line with Council's Procurement requirements, quotes were obtained through an established Purchasing Scheme, namely the Victorian Government's State Purchasing Contract (SPC), due to the value for money benefits and procurement power these arrangements demonstrate. The collaboration nature of the selected SPC contract meets all requirements under the Local Government Act 2020 as SPC are tendering agents that collaborate on behalf of their Local Government members.

Internal consultation with relevant managers, teams and other affected persons has been undertaken. Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

### Options for Consideration

Options are:

- Award the contract for ICT End User Desktop Refresh to the recommended vendor based on evaluation. (Recommended)
- Do not award the contract for ICT End User Desktop Refresh and seek alternative providers.

### Conclusion

Contract C13990 for the ICT End User Desktop Refresh will replace existing ICT End Hardware with refreshed devices to support council businesses to enable continued improvement to productivity, collaboration, mobility and perhaps most importantly, a secure experience. Following the comprehensive evaluation of tenders against the pre-determined evaluation criteria and weightings, the Evaluation Panel has recommended HP PPS Australia/Microtech as the preferred vendor, who scored the highest and offers value for money.

### Attachments

- 1 ICT End User Desktop Refresh RFT Evaluation Report - Confidential

## 13.2 Council Expenses Policy

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	30 July 2024
Category:	Operational
Author:	Governance & Reporting Advisor
Approver:	Director Corporate and Leisure

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

### Executive Summary

This report is presented to Council to adopt the reviewed Draft Council Expenses Policy 2024 (Attachment 1) for a period of community engagement, as required by the *Local Government Act 2020*.

#### Recommendation:

That Council:

1. Endorses the Draft Council Expenses Policy 2024 attached to this report to commence public exhibition on Friday 02 August 2024.
2. Invites submissions from the community on the policy for 28 days commencing from Friday 02 August, until 5pm Friday 30 August 2024.
3. If submissions requesting changes to the Policy are received, reviews and considers adopting the Council Expense Policy at the next available Scheduled Council Meeting taking into consideration all submissions made and any further changes.
4. If no submissions requesting changes to the Policy are received, adopts the Council Expenses Policy 2024 without further resolution.

### Background

This Draft Council Expenses Policy 2024 ('the Policy') supports councillors and members of delegated committees to perform their role, as defined under the Local Government Act 2020, without disadvantage, by ensuring that expenses reasonably incurred in the performance of their role are reimbursed. The policy also provides guidance on entitlements, processes for reimbursement and reporting requirements.

The Local Government Act 2020 ('the Act') requires councils to maintain a current Council Expenses Policy, with review of this policy now being due.

No changes are proposed to the previous policy (Council Expenses Policy 2020) following that review.

## Implications

### Policy Considerations

This is a standalone policy. As this is a Major Council Policy, it is required to be published for a period of community consultation, as specified in council's Local Law and Community Engagement Policy.

### Financial/Economic Implications

Appropriate funding is allocated for Councillor expenses within the 2024/25 budget.

### Legal/Statutory

The Act specifies that all councils must maintain a current Council Expenses Policy.

### Social and Diversity

There are no social impacts identified for the subject of this report.

### Equity Impact Assessment (EIA)

See Executive Summary of EIA in Attachment 2. There are no equity impacts identified for the subject of this report.

### Environmental/Sustainability Impacts

There are no environmental/ sustainability impacts identified for the subject of this report.

## Strategic Links

### Council Plan 2021 – 2025

This report supports the 2021-2025 Council Plan through the following objectives and actions:

#### 1. Strengthening our Leadership

- 1.1.1.6 Continue to provide transparency for the community regarding the information being considered in decision making processes.

## Risk Management

### Risk Management Framework

Risks	Likelihood	Consequence	Rating	Mitigation Action
Failing to update the Policy would constitute a breach of the Act.	2	4	8	Review and Adopt policy

### Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Consult	Enable the community to comment on the Councillor Expense policy	Publish on website, notice in local newspaper and on council's social media.
Inform	Transparency for community of Councillor Expense entitlements	Publish approved policy on Council's website

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

### Options for Consideration

Options:

- 1) That Council adopts the Council Expense Policy (recommended)
- 2) That Council seeks amendments and request the Policy is returned to the next available Council Meeting for approval.

### Conclusion

The revision of Council Policies are required under the Act, and the process recommended ensures compliance with legislative requirements and ensures good governance.

### Attachments

- 1 Draft Council Expenses Policy 2024 [↓](#) 
- 2 Equity Impact Assessment - Executive Summary [↓](#) 
- 3 Council Expenses Policy Community Impact Statement [↓](#) 

## 14. Community and Infrastructure

### 14.1 Community Asset Committee Nominations

Meeting Type:	Scheduled Council Meeting
Date of Meeting:	30 July 2024
Category:	Strategic
Author:	Community and Recreation Coordinator
Approver:	Director Community and Infrastructure

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

#### Executive Summary

This report is presented to Council to endorse the nominations of volunteers to committees of management (COM) under the Community Asset Committee Instrument of Delegation. These are additional community members who have requested spots on their local committees of management, and Council officers are in support:

1. Edi Upper Hall
2. Moyhu Soldiers Memorial Hall
3. Oxley Shire Hall

The nominations are for a period of three years. A list of nominated members is attached.

#### Recommendation:

That Council endorses the nominations in the attached report to the following Community Asset Committees

1. Edi Upper Hall
2. Moyhu Soldiers Memorial Hall
3. Oxley Shire Hall

#### Background

The Instrument of Sub-Delegation details that all appointments to the Community Asset Committees will be made by Council in accordance with the Council policy governing appointments to Council Committees.

#### Implications

##### Policy Considerations

The Community Asset Committee Instrument of Delegation and the Appointment to Council Committees Policy apply to these nominations.

**Financial/Economic Implications**

There are no financial or economic implications identified for the subject of this report.

**Legal/Statutory**

The requirements for nominations is made in accordance with the Local Government Act and Council's Instrument of Sub-delegation

**Social and Diversity**

The Community Asset Committees provide an important service to their communities, providing a gathering place and social centre for their rural communities. A strong and vibrant committee will benefit the community, and close links between the committee and Council will create greater awareness of needs in that community.

**Environmental/Sustainability Impacts**

Community Asset Committees are responsible for the management of any environmental issues relating to the land upon which their facilities are situated.

**Equity Impact Assessment (EIA)**

An Equity Impact Assessment is not required for this report.

**Strategic Links****Council Plan 2021 – 2025**

This report supports the 2021-2025 Council Plan through the following objectives and actions:

**1. Strengthening our Leadership**

- 1.3.2.1 Continue to support the delivery of the Rural Placemaking Plans in partnership with our rural communities.

**2. Nurturing our Wellbeing**

- 2.3.2.1 With support and training, ensure that our community groups and committees have strong governance and are inclusive and viable.
- 2.3.3 Increase opportunities for people to connect to their community and each other.
- 2.3.4.1 Provide quality and accessible community facilities based on community needs.

**4. Expanding our Economy**

- 4.4.2 Enhance the activity in our rural townships

**Risk Management**

Risks	Likelihood	Consequence	Rating	Mitigation Action
Governance risk associated with the sub-delegation of powers from the CEO to Community	Possible	Moderate	Medium	The appointment of members by a formal resolution of Council reduces governance risk by ensuring that all members appointed to a committee are

Asset Committees				covered by Council's public liability insurance.
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### Consultation/Communication

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

### Options for Consideration

- That Council endorses the nominations to the following Community Asset Committees
- That Council does not endorse the nominations to the Community Asset Committees.

### Conclusion

Council officers have reviewed the nominations received for endorsement to the relevant Community Asset Committees which will delegate the control, management and maintenance of its council owned community assets and uphold Councils requirements under the Local Government Act

### Attachments

- 1 Community Asset Committee Nomination List - Confidential

**15. Sustainability and Culture**

Nil

**16. Special Committee Reports**

Nil

**17. Advisory Committee Reports**

Nil



## 18. Minutes of Advisory Committee Meetings

### 18.1 Minutes of Advisory Committee Meetings

Meeting Type: Scheduled Council Meeting  
Date of Meeting: 30 July 2024  
Author: Councillor and Executive Services Support Officer

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

#### Executive Summary

Minutes of Advisory Committee Meetings and committee reports are reported to Council for information (please refer attachments.)

Date	Meeting details	Refer
19 June 2024	Sport and Recreation Advisory Committee Meeting Minutes	Attachment
5 June 2024	Arts and Culture Advisory Committee Meeting Minutes	Attachment

#### Recommendation:

That Council notes the minutes of these Advisory Committees.

#### Attachments

- 1 Sport and Recreation Advisory Committee Minutes - 19 June 2024 [↓](#) 
- 2 ACAC Committee Meeting Minutes - June 2024 [↓](#) 

**19. Notices of Motion**

Nil

**20. Urgent Business**

**21. Public Question Time**

**22. Confidential Business**

Nil

**23. Closure of Meeting**  
**Attachments**



## Council Expenses Policy 2024

<b>Document Type</b>	Major Council Policy
<b>Department</b>	Council-wide
<b>Date of Council Endorsement</b>	TBC
<b>Date for Review</b>	TBC
<b>Responsible Officer</b>	Governance and Reporting Advisor
<b>Authorising Officer</b>	Director Corporate and Leisure
<b>Version Reference Number</b>	2.0
<b>SIM Reference Number</b>	RCOW-631633092-437

### 1. Statement and Purpose

1.1 This policy supports councillors and members of delegated committees to perform their role, as defined under the *Local Government Act 2020*, without disadvantage, by ensuring that expenses reasonably incurred in the performance of their role are reimbursed. The policy also provides guidance on entitlements, processes for reimbursement and reporting requirements.

## 2. Scope

2.1 This policy applies to councillors and members of delegated committees when performing their role.

2.2 Councillor duties are those performed by a councillor as a necessary part of their role, in achieving the objectives of council. These duties may include but are not limited to:

- a. attendance at meetings of council and its committees;
- b. attendance at briefing sessions, workshops, civic events, or functions convened by council;
- c. attendance at conferences, workshops and training programs related to the role of councillor, Mayor or Deputy Mayor;
- d. attendance at meetings, events or functions representing council; and
- e. duties in relation to constituents concerning council business.

2.3 Members of delegated committees exercise powers of councillors, under delegation.

2.4 This policy also applies to those members when undertaking their role as delegated committee members.

## 3. Policy

3.1 Councillors and members are entitled, under section 40 of the Act, to reimbursement of expenses reasonably incurred in the performance of their duties.

3.2 This policy ensures that the reimbursement of these expenses is in accordance with the Act and meets the Act's principles of public transparency; achieving the best outcomes for the municipal community; and ensuring the ongoing financial viability of the council.

3.3 Councillors and members will be reimbursed for out-of-pocket expenses that are:

- a. bona fide expenses; and
- b. have been reasonably incurred in the performance of the role of councillor; and
- c. are reasonably necessary for the councillor and member of a delegated committee to perform this role.

3.4 The following types of expenses may be considered for reimbursement subject to the test set out in clause 3.3:

- a. car parking fees;
- b. private vehicle use;
- c. public transport;
- d. private phone and data charges;
- e. training and conferences;
- f. meals;
- g. accommodation;
- h. local municipal events and functions;
- i. civic functions. Council will not provide reimbursement of costs incurred for family members, personal guests or associates of councillors or members accompanying councillor and members when performing their role.

#### **4. Carer and dependent-related expenses**

4.1 Council will provide reimbursement of costs where the provision of childcare is reasonably required for a councillor or member to perform their role.

4.2 This applies to the care of a dependent, while the councillor or member is undertaking their official duties; and may include expenses such as hourly fees and booking fees, if applicable.

4.3 Council will provide reimbursement of costs where the provision of carer services is reasonably required when a councillor or member who is a carer incurs reasonable expenses in the performance of their duties.

4.4 Payments for carer and childcare services will not be made to a person who resides with the councillor or member; has any financial or pecuniary interest with the councillor or member; or has a relationship with the councillor, member or their partner.

## **5. Making a claim for reimbursement**

5.1 All claims must be made on the approved payment request form.

5.2 Original receipts must be attached for all claims.

5.3 Credit card receipts will not be accepted.

5.4 Where the provider of the goods or service is registered for GST, a tax invoice must be obtained and provided.

5.5 Claims must include sufficient detail to demonstrate that the expense for which reimbursement is being claimed is a reasonable bona fide expense incurred while performing the role.

5.6 Claims must be lodged with Council's Executive Services department each month.

5.7 Claims for expenses not lodged within 3 months of the expense being incurred will not be reimbursed.

5.8 All claims for the financial year must be finalised and submitted by the end of the financial year excepting expenses incurred in the month of June, which must be claimed by the end of July.

5.9 Claims by a Councillor for a previous term must be finalised within one month of a Wangaratta Rural City Council election or by-election. After this time, the entitlement of the Councillor to claim the expense ceases.

#### **Payment of reimbursements**

5.10 The members of Council staff processing claims will, if required, clarify claims with the relevant councillor.

5.11 Reimbursements will be paid monthly by electronic funds transfer.

### **6. Monitoring and reporting**

6.1 Each quarter, a report of councillor and member reimbursements will be provided to the Council, and the Audit and Risk Committee and published on Council's website.

6.2 Details of the reimbursements paid in the councillor and member reimbursements report must be categorised separately as:

- a. travel expenses; and
- b. car mileage expenses; and
- c. childcare and carer expenses; and



- d. information and communication technology expenses; and
- e. conference and training expenses.

6.3 The Council commits to monitoring processes and decision making to understand the overall success of the policy's implementation.

6.4 A periodic review of the policy will be undertaken to ensure any changes required to strengthen or update the policy are made in a timely manner.

## **7. Community Consultation**

7.1 This policy will undergo a period of community consultation in accordance with Council's Local Law 4 Major Council Policy Consultation and Council's Community Engagement Policy.

## **8. Human Rights**

8.1 This policy has considered and complies with the Human Rights and Responsibilities contained in the Victorian Charter of Human Rights and Responsibilities Act 2006.

## **9. Gender Impact Assessment**

9.1 This policy has considered and applied Council's Gender Impact Assessment Template and satisfies the provisions established in the *Gender Equality Act 2020* (Vic).

## 10. Definitions

Act	<i>Local Government Act 2020</i>
Audit and Risk Committee	The Audit and Risk Committee established by the Council under section 53 of the Act
Chief Executive Officer	The person occupying the office of Chief Executive Officer of the Council, and includes a person acting in that office
Carer	Has the same meaning as the definition under section 4 of the <i>Carers Recognition Act 2012</i>
Council	The Wangaratta Rural City Council comprised of elected councillors and led by the Mayor
Council	The Rural City of Wangaratta, led by the Chief Executive Officer
Councillor	A councillor of the Council
Council meeting	A meeting of the Council convened in accordance with the Governance Rules
Delegate	A member of Rural City staff to whom powers, functions and duties have been delegated by an instrument of delegation
Delegated committee	A committee established by the Council under section 63 of the Act
Member	A member of the delegated committee

## 11. References and Related Policies

### Legislation

- *Carers Recognition Act 2012*
- *Local Government Act 2020*

**Internal policies**

- Councillor Support Policy
- Governance Rules
- Public Transparency Policy

**12.Review**

12.1 The policy may be amended by the Council at any time.

12.2 It must be reviewed by the Council at least once in each Council term.

Version History		
Version Number	Date of change	Reasons for change
1.0	June 2020	Establishment of policy in accordance with section 41 of the <i>Local Government Act 2020</i> (Vic)
2.0	June 2024	Standard review



Rural City of  
**Wangaratta**

### Equity Impact Assessment Executive Summary

<b>Policy or Strategy name:</b>	Council Expenses Policy 2024
<b>Directorate:</b>	Corporate & Leisure
<b>Date:</b>	9/07/2024
<b>Policy Background</b>	
<p>This policy supports councillors and members of delegated committees to perform their role, as defined under the <i>Local Government Act 2020</i>, without disadvantage, by ensuring that expenses reasonably incurred in the performance of their role are reimbursed. The policy also provides guidance on entitlements, processes for reimbursement and reporting requirements.</p>	
<b>EIA Focus What was identified as the focus for further research?</b>	No further research required
<b>EIA Findings – What did the data, research say? What targeted consultation are you planning/tell you</b>	
<p>That the policy covers likely expense situations</p>	
<b>EIA Recommendations - What changes were recommended to the policy in order to create more equitable outcomes for the community?</b>	
<p>No changes recommended</p>	

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## Council Expenses Policy 2024 Community Impact Statement

### Council Expenses Policy 2024

Council provides the following information to the community in respect of the proposed Major Council Policy.

#### PART A – General

##### Background

Council is considering revising its Council Expenses Policy 2024 that supports councillors and members of delegated committees to perform their role, as defined under the *Local Government Act 2020*, without disadvantage, by ensuring that expenses reasonably incurred in the performance of their role are reimbursed. The policy also provides guidance on entitlements, processes for reimbursement and reporting requirements. *The Local Government Act 2020* ('the Act') requires councils to maintain a current Council Expenses Policy, with review of this policy now being due.

For a Major Council Policy to be fully endorsed, there are several steps that Council must follow. The proposed report must be approved by Council's Corporate Management Team (i.e., Council's Directors and Chief Executive Officer) and then presented to Council Briefing for formal Councillor discussion. Once Council is satisfied with the proposed policy, it will be formally presented at a Council meeting for endorsement, subject to 28 days of community consultation in accordance with Council's Community Engagement Policy, deliberative engagement principles and Council's Community Promise.

##### Objectives

The objectives of the policy are set out in the draft of the policy but the policy's intent is to support councillors and members of delegated committees to perform their role, as defined under the *Local Government Act 2020*, without disadvantage, by ensuring that expenses reasonably incurred in the performance of their role are reimbursed.

#### PART B – Overall Impact Assessment

##### Measures of success of the policy

The success of the policy will be best measured by the extent to which expenses are being reasonably incurred and reimbursed by councillors and delegated committee members and subsequently monitored and reported through Council's Audit and Risk Advisory Committee.

Council will assess outcomes as part of its periodical review of this policy.

##### Legislative context

The *Local Government Act 2020* ('the Act') requires councils to maintain a current Council Expenses Policy.

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#### Privacy Policy 2023 Community Impact Statement

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All Major Council Policies are monitored by Council's Audit and Risk Committee and formally reported to Council.

#### **Policy approach adopted**

Council has reviewed this policy to ensure compliance with the *Local Government Act 2020* (Vic), particularly that councils must maintain a current Council Expenses Policy.

#### **Restriction of competition**

There are no National Competition Policy implications associated with the proposal.

#### **Permits**

The policy does not make provision for the issue of permits.

#### **Fees**

The policy does not prescribe any fees.

#### **Comparison with neighbouring and like Councils**

Council has not undertaken a comparison of the approach in this policy with other councils but has instead drawn heavily on the requirements of the *Local Government Act 2020* (Vic) to ensure that the policy meets the minimum legislative requirements.

#### **Consultation**

In the process of developing this policy, consultation will be undertaken in accordance with Council's Major Council Policy Consultation Local Law. Once Council has given its formal in-principle endorsement of the policy, public submissions will be invited for a period of 28 days in accordance with Council's Community Engagement Policy, deliberative engagement principles and Community Promise.

All submissions and any proposed changes will be considered by Council prior to the policy being adopted.

#### **Submissions**

Submissions are invited from the community in regards to the policy in accordance with clause 7 of the Major Council Policy Consultation Local Law No. 4 of 2015.

A notice to this effect will be advertised in the Chronicle newspaper on 02 August 2024 and also on Council's website indicating that submissions will be received up to 5.00pm on 30 August 2024.

Privacy Policy 2023 Community Impact Statement

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All submissions will be considered by Council when deciding whether or not to adopt the policy at the next available Scheduled Council Meeting.



## Major Council Policy Human Rights Charter Assessment

### Council Expenses Policy 2024

As from 1 January 2008 all public authorities (including Councils) are required to act in accordance with the Human Rights Charter and to consider human rights when making a decision.

The Charter is a law that protects the rights of all people in Victoria. It introduces standards and a framework to assist public authorities to consider the rights of all interested parties, and to be better able to strike a balance between an individual's rights and those of competing public interests.

The rights in the Charter may be subject to reasonable limitations in order to achieve this balance. As with all discerning decision making, if limitations are applied, this must be documented.

There are twenty rights listed in the Charter that promote the principles of freedom, respect, equality and dignity. These are listed at the end of this document.

### Victoria's Charter of Human Rights and Responsibilities

The Charter sets out the rights, freedoms and responsibilities that are shared by all Victorians and protected by law.

The Charter protects the following rights in Victoria:

- Right to be recognised and treated equally before the law;
- Right to life and to not have your life taken without a lawful reason;
- Protection from cruel treatment or punishment, including torture and medical treatment without consent;
- Freedom from forced work or slavery;
- Right to move freely within Victoria, to come into and leave Victoria, and to choose where to live;
- Right to privacy and to protect your reputation;
- Freedom of thought, conscience, religion and belief;
- Right to hold an opinion and freedom of expression;
- Right to gather together, take part in a peaceful demonstration or protest, and to join groups such as political, sport or union groups;
- Protection of families and children;
- Right to take part in public life, including the right to vote;
- Right to enjoy your culture, practise your religion, and speak your language;
- Right not to have your property taken away, unless the law says it can be taken;
- Right not to be arrested or detained unfairly, and right to the security of person, such as protection from harassment and threats in everyday life;
- Right to be treated humanely when arrested or detained ;
- Protection of children in the criminal process;
- Right to a fair hearing;
- Rights in criminal proceedings including the right to be presumed innocent until proved guilty; and



Major Council Policy Human Rights Charter Assessment

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- Right not to be tried or punished more than once for the same crime.



## **Major Council Policy National Competition Policy Assessment**

### **Council Expenses Policy**

Our assessment considered the policy against each of the rights listed and we do not believe that there is anything in the policy that contradicts the rights of those impacted by this policy.

A policy must not restrict competition unless it can be demonstrated that:

- The benefits of the restrictions to the community as a whole outweigh the costs; and
- The objectives of the policy can only be achieved by restricting competition.

This report applies the competition test to the Fraud and Corruption Control Policy and the proposed policy does not contain any restriction on competition.



# Minutes

**Special Meeting - Sport and Recreation Advisory Committee**

**4.30 – 5:30pm Wednesday 19 June 2024**

**Council Chambers, Rural City of Wangaratta**

**Attendees**

Cr Harvey Benton, Ben Thomas, Denise Pirko, Kirsty Branagan, Rodney Dean, Daniel Warner, Maurie Braden, Allison Allen, Jacob Schonafinger, Sue Geals, Russell Canning, Alicia Canning

**Apologies**

Mick Wilson, Zac Hedin, Cr Harry Bussell, Marg Christensen

Agenda Item	Minutes
<b>1. Meeting Introduction</b> (Chair) <ul style="list-style-type: none"><li>Conflict of Interest Declarations</li></ul>	<b>1.1. Conflict of Interest – Nil</b>
<b>2. Recreation Strategy</b> <b>Priority Discussion</b> <ul style="list-style-type: none"><li>Review of top priorities from SRAC</li><li>Decision on top three projects to advocate for</li></ul>	<b>2.1 – Review of spreadsheet actions and ranking</b> <ul style="list-style-type: none"><li>Review of attached spreadsheet. Of note on actions that are progressing, or have more info available</li><li>W61 – Gender friendly changerooms at WJ Findlay - Rovers have put in Play our Way Application</li><li>W72 – Wareena oval improvements - Grant application submitted. Actual cost higher than estimate in strategy, because more than resurface needed. This action is not inclusive of facility</li><li>W32 – North West growth area – Cr Benton keen to see masterplanning start. The length of time the growth area may take from concept to development discussed, in</li></ul>

Agenda Item	Minutes
	<p>conjunction with need to improve South Wangaratta reserve</p> <ul style="list-style-type: none"> <li>• W45/46 – Tennis Vic looking to start an audit later this year on use of courts (Sept/Oct)</li> <li>• OV6 – Development of Centennial Park, Eldorado – Wolfpack going well, but will need more investigation, looking at growth and acknowledging this is a DEECA Reserve</li> <li>• W40 – South Wangaratta Archery – needs for archery will be included in the South Wangaratta Master Plan</li> <li>• W60 – Barr 2 Facility – Grant application in by council under Play our Way</li> <li>• W79, W80 – RFQ out for wheeled activity strategy to look at needs for wheeled sports</li> <li>• W22 – Merriwa tennis accessibility – looking to provide grant information – improve accessibility and facility</li> <li>• W35 – Looking to liaise with lions around road safety and possible open/learner days</li> <li>• W9 – Bullawah Trail – Grant funding received to connect trail to Reid St.</li> <li>• W37, 38, 39 – South Wangaratta projects including masterplan – identified as a priority by committee, especially with the needs of rectangular sports across the LGA</li> <li>• W62 – Rodeo Grounds upgrades - Clr Benton nominated. Interest from committee, but noted it was only a priority to 1 person. Will come back with a list of all of the investigate actions, and a status to which ones will be prioritised, including this one.</li> </ul> <p>Discussion points – Which are the three top projects?</p> <ul style="list-style-type: none"> <li>• W32 - North West Growth Area – planning so costings can be done</li> <li>• W37, 38, 39 – South West Growth Area – masterplanning a priority, as well as drainage and lighting works currently being planned for</li> <li>• W65 – Concept planning for Indoor Sporting facility</li> </ul>

		Sports and Recreation Advisory Committee	3

Agenda Item	Minutes
3. Other Business	<ul style="list-style-type: none"><li>Kirsty Branagan announced secondment to WSAC team from mid-July</li></ul>
Meeting Closed 5.30pm	Next Meeting: 4:30pm 30 July Location: Meet at Customer Service – Youth Council presenting in Penthouse.

Action Plan

Action	Responsible	By When	Status
Provide summary of all actions and their progress where applicable	Kirsty / Denise	July 30	In progress



# Minutes

## Arts and Culture Advisory Committee Meeting

5:30pm Wednesday 5 June 2024  
Mullinmur Room | Rural City of Wangaratta Offices, 62-68 Ovens Street, Wangaratta

**Chair – Cr Irene Grant**

**Attendees**

Cr Dave Fuller, Cr Irene Grant, Pam Procter, Bev Lipscombe, Rachel Vallender, Tim Dickinson, Marc Bongers, Fran O’Neil.

**Council Officers**

Simone Nolan, Manager Arts Culture and Events  
Elisha Naish, Event & Attractions Coordinator

**Apologies**

Margaret Pullen  
Fran O’Neil  
Paddy Milne  
Stephen Swart, Director Sustainability and Culture  
Loueen Twyford, Wangaratta Library Coordinator  
Rachel Harrop, Youth Development Officer  
Tanya Camplin, Wangaratta Performing Arts & Convention Centre Manager

**Conflict of Interest Declarations**

Nil

**Welcome**

**Acknowledgment to Country**

Aunty Bev Lipscombe

Agenda Item	
<b>Previous Minutes</b> Review of previous minutes (from meeting held 3/4/24) Business arising / actions from previous minutes (April 2024) Accept previous minutes	SN noted that there was an update to the strategy that would be provided later in the meeting.  SN received advice that Advisory groups cannot write to State Government directly but they can lobby Councillors to deliver a notice of motion at a

	<p>Council Meeting: Cr Grant advised that this can be done by Councillors.</p> <p>SN some baseline work on the A&amp;C strategy can be done internally, without a full revision. Community consultation would need to be done.</p> <p>Rachel Vallender moved Marc Bongers seconded</p>
<p><b>Public Art Projects Update</b> Prosecco Road Bubbles in the landscape by Alexander Knox</p>	<p>Council are inviting the public to be informed about the project in various ways and Council has been attending schools, community groups etc to share the information.</p> <p>The event held in Oxley event was successful with about 60 people in attendance and the Oxley/Milawa community have been supportive of the project.</p> <p>Delivery of the installation is due at the end of July 2024.</p>
<p>Murray to Mountains Tourism North East</p>	<p>TNE website has good information on the project and the deliverable elements that are included.</p> <p>There are 2 commissions of public art that Council will acquire. 1x Tarrawingee to Bowser (Magpie Alley) and 1x Oxley/Milawa (theme Palate Palette).</p> <p>Council is receiving these artworks as part of the project as a donation and will be a legal process. Councils' public art policy is part of the MOU with TNE and our panel will be consulted prior to the delivery of the artwork.</p> <p>The panel will assess the artwork and make a recommendation. Councillors can also say no to the recommendation should they chose to do so.</p>

Inland Rail Partnership Project Wangaratta Station EOI Opportunity	<p>Great project that is wonderful for the community and a great opportunity for more public art. All details can be found on the ARTC website.</p> <p>This artwork will become the asset of RCOW.</p> <p>TD: Is the reason that they hand the artwork over to ROCW because they don't want to manage it down the track? SN: Council is in the best position to maintain the artwork in time after the projects are completed.</p> <p>Suggestion to revisit a conversation about the painting of the underpass. SN provided an update that there wasn't an appetite from Regional Roads Victoria and indicated that there was no real position for Council to pursue this further.</p>
<b>Arts, Culture &amp; Events / Desk Top review or Action Plan</b> Cr Fuller & Simone Nolan	<p>SN: Suggested that we look at the current Council Plan and the 42 actions that sit in there. In the time that we have before there is a new council plan, we could share the actions that sit in there for review and the committee could provide feedback and suggestions on how we could address each of the actions. This could feed into the new Council Plan and start the thinking about priorities moving forward.</p> <p>24th September is the start of caretaker mode. No meetings in this period. Portfolios of Councillors will be decided November/December.</p> <p>Key Documents to be considered in this work are:</p> <ul style="list-style-type: none"><li>• RCOW Council Plan</li><li>• Sustainability and Culture Directorate Business Unit Plan</li><li>• Arts Culture &amp; Events Business Unit Plan</li><li>• Creative Precinct Masterplan</li><li>• Attractions and Events Strategy</li><li>• Youth Services Strategy</li></ul>



	<p><b>ACTION:</b></p> <ul style="list-style-type: none"> <li>Send the Council Plan to the committee for review of the 42 actions</li> </ul>
<p><b>General ACE Update – Simone Nolan</b> Presentation of Business Unit Report Highlights from Report</p>	<p>Budget submissions are being heard on Tuesday from public groups and organisations.</p> <p>The Creative Precinct detailed design is completed, and the acquittal is done. The planning application is in and there will be communication to the public shortly about where the project is up to.</p> <p>Precinct funding application will be submitted in August following conversations with Helen Haines.</p> <p>EN: Provided an update on Marmungun Rock ceremony and the successful collaboration with the Dirrawarra Indigenous Network to deliver the wonderful event.</p> <p>SN: Discussion about how RCOW celebrated Reconciliation Week. Childrens Services, Internal training for staff on how to deliver an acknowledgement, Aunty Chrissie to speak about the Stolen Generation during NAIDOC.</p> <p>SN: Historical Society have some challenges; all members must vote on any decisions. Andrew Scoffern from Council is supporting the group to change their committee guidelines.</p> <p>The lease agreement adopted by the committee at the last meeting.</p> <p>Marion Gibson quilt agreement was carried but was noted that two individuals did not endorse the agreement.</p> <p>Concerns raised from WHS are that Council is making economic advantage off the quilt if it goes into the precinct.</p>

	<p>Cr Grant: Council is trying to preserve the quilt and care for the item as it needs to be (controlled space etc). The gallery is preserving the quilt for the community's benefit.</p> <p>PP: Suggestion to provide the committee with details and the implications of what is required to care for the quilt.</p>
<p><b>General Business – Cr Grant</b> General Questions / Matters</p>	<p>IG: Cemetery Trust was open for EOI for a friends group. Informal group providing some care around the site. The group is really excited about the history of the cemetery and where this group might go.</p> <p>DF: Community Grants: 5 sessions been held so far with various groups having conversations about their needs. 3 sessions left to have discussions about your projects. Specific funding available to immortalise history boards.</p> <p>MB: Friday October 25th, trivia night for Friends of the Gallery. WAG and FOG ran a studio visit last week which was very successful. FOG have funded the acquisition of 2 of Andy Pye's artworks into the collection. FOG attended MAMA and had a tour and fantastic exchange of information.</p> <p>DF: Visit Wangaratta videos, Milawa, Eldorado and King Valley were launched yesterday and are worth a watch&gt; <a href="http://visitwangaratta.com.au">visitwangaratta.com.au</a></p> <p>BL: Northern Beaches has many significant trees at the site that should be acknowledged. Jiarra has been doing this work and Uncle Wally has done this work in the past. Jesse Cooper has requested these records in the past. SN may have a connection to find this map.</p> <p>RV: Thank you to Simone and Tanya regarding the consultation in recent months. This has been well received by the community. Noted that 20 of the solar lights on the bike track between Oxley and Milawa have been stolen.</p>

	<p>TD: Grasstrees and Wetlands – GANEEA exhibition @ the Baines Gallery. Friends of the Warby Ovens National Park have contributed to this work.</p> <p>GANEEA – across the arts festival, end of April, early May. 25th Anniversary of GANEEA. Tim, looking for funding to support this event. Possibly the Regional Events Fund.</p> <p><b>ACTION:</b></p> <ul style="list-style-type: none"><li>• SN to locate the map of significant tress at Northern Beaches.</li></ul>
<p><b>Next Meeting</b> Monday 5 August 2024 - 5.30-7.30pm</p> <p><b>Meeting Closure</b> Meeting closed at 7.28pm</p>	