

Minutes

Ordinary Meeting of Council

Held at 10:30am, Wednesday 26 March 2025
Council Chamber, Tallangatta Council Office
32 Towong Street, Tallangatta, Victoria

Our Community Vision

Towong Shire will be the ideal place to be: welcoming, vibrant and diverse communities with quality facilities and services.

This information is available in alternative formats on request.

**Minutes for the Ordinary Meeting of Council held at
32 Towong Street, Tallangatta, Victoria
at 10:30am on Wednesday 26 March 2025**

Commonly Used Acronyms

Abbreviation	Title
Council Officers	
CEO	Chief Executive Officer
DIE	Director Infrastructure and Environment
DCP	Director Community and Planning
DCOD	Director Corporate and Organisational Development
MF	Manager Finance
SAE	Senior Asset Engineer
Government/Organisation	
CH	Corryong Health (formerly Upper Murray Health and Community Services)
DFFH	Department of Families, Fairness and Housing
DJSIR	Department of Jobs, Skills, Industry and Regions
DTP	Department of Transport and Planning
DEECA	Department of Energy, Environment and Climate Action
GMW	Goulburn Murray Water
HRGLN	Hume Region Local Government Network
MAV	Municipal Association of Victoria
NECMA	North East Catchment Management Authority
NERPEN	North East Regional Procurement Excellence Network
NEW	North East Water
NEWRRG	North East Waste and Resource Recovery Group
RCV	Rural Councils Victoria
RDA	Regional Development Australia
RDV	Regional Development Victoria
THS	Tallangatta Health Service
VGC	Victorian Grants Commission
WBNC	Walwa Bush Nursing Centre

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Confirmed

The Mayor declared the meeting open, the time being 10.30am.

1 Opening Prayer

"Almighty God, we ask that you be present at this meeting to assist us in our service to the Community through Local Government.

We pray that our decisions will be wise and taken with goodwill and clear conscience.

Amen."

2 Councillor and Officer Presence at the Meeting

Councillor Attendance

Crs Whitehead, Anderson, Wortmann and Tolsher

Officer Attendance:	Title:
Ms Taylor	Acting Chief Executive Officer
Mr Heritage	Director Infrastructure and Environment
Mr Florence	Director Community and Planning

3 Apologies and Granting of Leave of Absence

The Mayor advised that Cr Pitman was an apology for the meeting.

The Mayor requested leave from Friday 4 April 2025 to Tuesday 29 April 2025.

Council Resolution:

CR ANDERSON

CR TOLSHER

THAT:

- 1. CR PITMAN'S APOLOGY FOR TODAY'S COUNCIL MEETING BE NOTED;**
- 2. THE MAYOR BE GRANTED LEAVE FOR THE PERIOD 4 APRIL 2025 TO 29 APRIL 2025 INCLUSIVE; AND**
- 3. THE DEPUTY MAYOR FILL THE DUTIES OF ACTING MAYOR FOR THE PERIOD 4 APRIL 2025 TO 29 APRIL 2025.**

CARRIED

4 Disclosure of Conflicts of Interest

Section 130 of the Act requires that a 'Relevant person' (which means a person who is a Councillor, a member of a delegated committee who is not a Councillor or a member of Council staff) disclose any conflict of interest in the manner required by Council's Governance Rules and exclude themselves from the decision making process in relation to the matter including any discussion or vote on the matter at any Council meeting.

Council's Governance Rules state as follows:

A2 Obligations with regards to conflict of interest

Councillors, members of delegated committee, and Council staff are required to:

- a. Avoid all situations which may give rise to conflicts of interest;*
- b. Identify any conflicts of interest; and*
- c. Disclose or declare all conflicts of interest.*

A3 Disclosure of a conflict of interest at a Council meeting

A Councillor who has a conflict of interest in a matter being considered at a Council meeting at which he or she:

A3.1 is present must disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the Council meeting immediately before the matter is considered; or

A3.2 intends to be present must disclose that conflict of interest by providing to the Chief Executive Officer before the Council meeting commences a written notice:

A3.2.1 advising of the conflict of interest;

A3.2.2 explaining the nature of the conflict of interest; and

A3.2.3 detailing, if the nature of the conflict of interest involves a Councillor's relationship with or a gift from another person, the:

- a. name of the other person;*
- b. nature of the relationship with that other person or the date of receipt, value and type of gift received from the other person; and*
- c. nature of that other person's interest in the matter, and then immediately before the matter is considered at the meeting announcing to those present that he or she has a conflict of interest and that a written notice has been given to the Chief Executive Officer under this sub-Rule.*

The Councillor must, in either event, leave the Council meeting immediately after giving the explanation or making the announcement (as the case may be) and not return to the meeting until after the matter has been disposed of.

Mr Florence and Mr Heritage advised of a general conflict of interest in relation to agenda item 11.2 'Toilet Blocks Tender Evaluation - Corryong, Talgarno, Bellbridge - Contract No. 2024/2025-030'.

5 Confirmation of Minutes

The minutes of the meetings listed below were circulated to Councillors following each respective meeting. Confirmation of the minutes is now sought.

- Special Council Meeting held on 12 February 2025
- Ordinary Council Meeting held on 26 February 2025

Recommendation:

That the Minutes of the Special Council Meeting held on 12 February 2025 and the Ordinary Council Meeting held on 26 February 2025 be confirmed.

Council Resolution:

**CR TOLSHER
CR ANDERSON**

THAT THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 12 FEBRUARY 2025 AND THE ORDINARY COUNCIL MEETING HELD ON 26 FEBRUARY 2025 BE CONFIRMED.

CARRIED

6 Petitions and Joint Letters

Nil.

7 Public Question Time

In accordance with Council's Governance Rules, all questions must be submitted to Council in writing by 2.00pm on the day prior to the Council meeting.

An online form is available on Council's website, and a hard copy of the form is available at both the Tallangatta and Corryong Council offices.

Public Notice of Public Question Time was included in the advertisement for the Council meeting.

The CEO will advise of any Public Question Time submissions at the meeting.

Nil.

8 Informal Meetings of Councillors

In accordance with Council's *Governance Rules*, a written summary of the matters discussed at each informal meeting of Councillors is to be tabled at the next convenient Council meeting and recorded in the minutes of that meeting.

The Meeting Records from the Informal Meeting of Councillors held on 12 February 2025, 19 February 2025 and 26 February 2025 are attached as follows:

1. Workshop Meeting Record - 12 February 2025 [**8.1.1** - 3 pages]
2. Workshop Meeting Record - 19 February 2025 [**8.1.2** - 3 pages]
3. Workshop Meeting Record - 26 February 2025 [**8.1.3** - 3 pages]

Recommendation:

That the information be noted.

Council Resolution:

**CR ANDERSON
CR WORTMANN**

THAT THE INFORMATION BE NOTED.

CARRIED

9 Organisational Improvement

9.1 Action Sheet Report (CEO-06/06/0010)

Disclosure of Interests (S.130):

This report was prepared by Mr Justin Troy, Coordinator Governance and Compliance.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to provide information.

Summary:

The attached report shows the progress made in relation to the resolutions from the Ordinary Council meeting on 26 February 2025.

Recommendation:

That the report be noted.

Attachment:

1. Action Sheet from Ordinary Council Meeting 26 February 2025 [9.1.1 - 4 pages]

Background/History:

Not applicable.

Relevant Law (s.9(2)(a)):

Not applicable.

Options – Best Outcomes for the Community (s.9(2)(b)):

Not applicable.

Sustainability Implications (s.9(2)(c)):

Not applicable.

Community Engagement (s.9(2)(d)):

Not applicable.

Innovation and Continuous Improvement (s.9(2)(e)):

Not applicable.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

Not applicable.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not applicable.

Council Plans and Policies:

Not applicable.

Transparency of Decision (s.9(2)(i)) :

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

Not applicable.

Officer's View:

It is the officer's view that good progress has been made by the responsible officers since the February Council Meeting.

Council Resolution:

**CR ANDERSON
CR TOLSHER**

THAT THE REPORT BE NOTED.

CARRIED

Confirmed

9.2 Quarterly Performance Reporting Graphs (07/05/0022 - DCOD)

Disclosure of Interests (S.130):

This report was prepared by Ms Narelle Taylor, Director Corporate and Organisational Development.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of the report is to provide information.

Summary:

The performance reporting graphs are provided to Council on a quarterly basis to provide a high-level picture of the key areas of Council operations.

A graph is provided for each of the following areas:

- Council Plan Priorities
- Top 5 Service Request Types
- Service Requests Closed and Open
- Corryong Visitor Information Centre Visitation
- Capital Expenditure
- Cash Position
- Rates Debtors
- Incident Reports
- Building Permits Issued
- Planning Applications Lodged
- Council Resolutions
- Technical Service Inspections

Recommendation:

That the report be noted.

Attachment:

1. Council reporting graphs [9.2.1 - 1 page]

Background/History:

Not applicable.

Relevant Law (s.9(2)(a)):

Not applicable.

Options – Best Outcomes for the Community (s.9(2)(b)):

Not applicable.

Sustainability Implications (s.9(2)(c)):

Not applicable.

Community Engagement (s.9(2)(d)):

In accordance with our *Community Engagement policy* this matter did not require community engagement.

Innovation and Continuous Improvement (s.9(2)(e)):

This report provides information relevant to our progress in performance and continuous improvement against key areas of Council's operations.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

Cash balances indicate that the Council is currently in a strong liquid position; the capital forecast also indicates that the cash reserves are committed, and that beyond the forecast budget for 12 months the financial position is less secure.

Regional, State and National Plans and Policies (s.9(2)(h)):

This report does not relate to Regional, State and National Plans and Policies.

Council Plans and Policies:

Not applicable.

Transparency of Decision (s.9(2)(i)) :

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

The Performance Reporting Graphs provide a snapshot of how Council is tracking against its key operational objectives, helping to provide a high-level guide as to any emerging risks.

Officer's View:

The Performance Reporting Graphs are provided to illustrate key aspects of Council's performance and results. This data indicates Council officers' efforts to achieve strong outcomes for the community are coming to fruition.

Council Resolution:

**CR WORTMANN
CR TOLSHER**

THAT THE REPORT BE NOTED.

CARRIED

9.3 ALGA 2025 Federal Election Campaign Report (CEO)

Disclosure of Interests (S.130):

This report was prepared by Ms Narelle Taylor, Acting Chief Executive Officer.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to provide support for the Australian Local Government Association identified national federal election funding priorities.

Summary:

The next Federal Election must be held by 17 May 2025. Working in conjunction with its member state and territory associations, the Australian Local Government Association (ALGA) has developed a framework and resources for a national advocacy campaign that will run in the lead up to this election.

Based around the tagline of "Put Our Communities First", the goal is to secure additional federal funding that will support every council to play a bigger role delivering local solutions to national priorities. All Australian councils have been asked to participate in this campaign to ensure a coordinated approach that will deliver the best possible outcomes.

Recommendation:

That Council:

1. Supports the national federal election funding priorities identified by the Australian Local Government Association (ALGA);
2. Supports and participates in the Put Our Communities First federal election campaign; and
3. Writes to the local federal member(s) of Parliament, all known election candidates in local federal electorates and the President of the Australian Local Government Association expressing support for ALGA's federal election funding priorities.

Attachment:

Nil.

Background/History:

The Put Our Communities First campaign will advocate for new federal funding to be distributed to all councils on a formula-basis, similar to the Commonwealth's Roads to Recovery Program, or the previous Local Roads and Community Infrastructure Program. This will ensure that every council and community benefits, and support local decision making based on local needs.

ALGA has developed free campaign resources that can be adapted and used by all councils to ensure a consistent and effective approach. Participating in a national advocacy campaign does not preclude Towong Shire from advocating on additional local needs and issues, but it will strengthen the national campaign and support all 537 Australian local governments.

The five national funding priorities have been determined by the ALGA Board – comprised of representatives from each of Australia's state and territory local government associations – and align with key national priorities. These five funding priorities are:

- \$1.1 billion per year for enabling infrastructure to unlock housing supply
- \$500 million per year for community infrastructure
- \$600 million per year for safer local roads
- \$900 million per year for increased local government emergency management capability and capacity, and
- \$400 million per year for climate change adaptation.

Further information on each of these priorities is listed below.

Housing enabling infrastructure

A lack of funding for enabling infrastructure – including roads, and water and sewerage treatment connections and facilities – is a significant barrier to increasing housing supply across the country. Research from Equity Economics found that 40 per cent of local governments have cut back on new infrastructure developments because of inadequate enabling infrastructure funding. This research also shows that achieving the National Housing Accord's housing targets would incur an additional \$5.7 billion funding shortfall on top of infrastructure funding gaps already being felt by councils and their communities. A five year, \$1.1 billion per annum program would fund the infrastructure that is essential to new housing developments, and Australia reaching its housing targets.

Community Infrastructure

ALGA's 2024 National State of the Assets report indicates that \$8.3 billion worth of local government buildings and \$2.9 billion worth of parks and recreation facilities are in poor condition and need attention. Introduced in 2020, the Local Roads and Community Infrastructure Program supported all councils to build, maintain and upgrade local facilities, with \$3.25 billion allocated on a formula basis. This program had a significant impact, driving an almost \$1 billion improvement in the condition of local government buildings and facilities; and a \$500 million per year replacement fund would support all councils to build, upgrade and revitalise the community infrastructure all Australians rely on.

Safer Roads

Councils manage more than 75% of Australia's roads by length, and tragically more than half of all fatal road crashes in Australia occur on these roads. In 2023 the Australian Government announced that it would double Roads to Recovery funding over the forward estimates, providing councils with an additional \$500 million per year. However, recent independent research by the Grattan Institute highlighted a \$1 billion local government road maintenance funding shortfall, meaning there is still a significant funding gap. Providing local government with \$600 million per year tied to road safety programs and infrastructure upgrades would support all councils to play a more effective role addressing Australia's unacceptable road toll.

Climate adaptation

Local governments are at the forefront of grappling with climate impacts as both asset managers and land use decision makers. However, funding and support from other levels of government has failed to keep pace, placing an inequitable burden on councils and communities to fund this work locally. A \$400 million per year local government climate adaptation fund would enable all councils to implement place-based approaches to adaptation, delivering local solutions to this national challenge.

Emergency management

Fires, floods and cyclones currently cost Australia \$38 billion per year, and this is predicted to rise to \$73 billion by 2060. Australian councils play a key role preparing for, responding to and recovering from natural disasters, but aren't effectively funded to carry out these duties. The Government's \$200 million per year Disaster Ready Fund is significantly oversubscribed, especially considering the scale and cost of disaster mitigation projects. Numerous national reviews – including the Colvin Review and Royal Commission into Natural Disaster Arrangements – have identified

the need for a significant uplift in local government emergency management capability and capacity. A \$900 million per year fund would support all councils to better prepare their communities before natural disasters, and more effectively carry out the emergency management responsibilities that have been delegated to them.

Relevant Law (s.9(2)(a)):

Not applicable.

Options – Best Outcomes for the Community (s.9(2)(b)):

Not applicable.

Sustainability Implications (s.9(2)(c)):

Not applicable.

Community Engagement (s.9(2)(d)):

Not applicable.

Innovation and Continuous Improvement (s.9(2)(e)):

Not applicable.

Collaboration (s.9(2)(f)):

Collaborating with other organisations, ALGA and other Councils across the nation amplifies our voice and strengthens the case for the funding priorities to be considered.

Financial Viability/Budget Impact (s.9(2)(g)):

Supporting this piece of advocacy work is achievable within the budget and is aligned to our Council Plan priorities to continue advocating for increased government funding support to ensure long term sustainability.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not applicable.

Council Plans and Policies:

Council Plans:

This report supports the following *Council Plan 2021-2025* priorities.

6. Organisational Improvement - Maintain a high performing customer-centred organisation that works with the community to develop and deliver priorities.

- 6.9 Continue to advocate for increased government funding support to ensure long term sustainability

Council Policies:

Not applicable.

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

Supporting advocacy for increased government funding is low risk.

Officer's View:

The funding priorities identified by the ALGA are aligned with Council's priorities, and the recommendation is to provide support for these priorities by participating in the Put Our Communities First campaign and writing to candidates in the upcoming Federal election.

Council Resolution:

**CR ANDERSON
CR WORTMANN**

THAT COUNCIL:

- 1. SUPPORTS THE NATIONAL FEDERAL ELECTION FUNDING PRIORITIES IDENTIFIED BY THE AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (ALGA);**
- 2. SUPPORTS AND PARTICIPATES IN THE PUT OUR COMMUNITIES FIRST FEDERAL ELECTION CAMPAIGN; AND**
- 3. WRITES TO THE LOCAL FEDERAL MEMBER(S) OF PARLIAMENT, ALL KNOWN ELECTION CANDIDATES IN LOCAL FEDERAL ELECTORATES AND THE PRESIDENT OF THE AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION EXPRESSING SUPPORT FOR ALGA'S FEDERAL ELECTION FUNDING PRIORITIES.**

CARRIED

10 Community Wellbeing

There are no Community Wellbeing reports to present this meeting.

Confirmed

11 Asset Management

11.1 Tender evaluation -140T Grader Contract No 2024/25-38 (DIE)

Disclosure of Interests (S.130):

This report was prepared by Mr Greg Karlson, Co-ordinator Circular Economy and Environment.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to provide information to support the assessment of tender submissions for the supply of a new Grader as part of plant asset replacement program for Corryong depot. The report also seeks approval to appoint the recommended supplier.

Summary:

This report outlines the tender process followed for the procurement of a suitable supplier to provide a new Grader replacing an ageing John Deere 670GP Grader used for road maintenance works and recommends the appointment of a preferred supplier to supply this machinery equipment.

Recommendation:

That:

1. Contract No. 2024/25-038 for a replacement Grader be awarded to William Adams Pty Ltd for the sum of \$344,400 excluding GST net of trade in;
2. The Chief Executive Officer be authorised to sign and seal Contract No. 2024/25-038 in accordance with Local Law 1 – Common Seal and Miscellaneous Penalties; and
3. The Chief Executive Officer be authorised to approve contract variations up to the total value of the allocated budget.

Attachment:

A copy of quotation from suppliers and the Evaluation Tool has been provided to the

Councillors prior to the meeting.

Background/History:

A tender was issued in December 2024 in line with the Procurement Policy with advertising through the Vendor Panel portal - *Heavy Plant Machinery and Equipment* as part of the Municipal Association of Victoria "MAV" policy and advocacy platform for council members.

Several companies downloaded the tender documents, but only two (2) submissions were received. The tenders were evaluated based on price and future asset values, service backup and familiarity with the vehicle and weighting scale applied.

The decision to replace the current 670P Grader John Deer was made because the machinery is reaching its useful lifespan after being first acquired in March 2014. Over recent times, the unit has required some maintenance works.

The unit was identified as a priority for replacement against other major equipment assets, with equipment preference being for a CAT 140T Grader type as opposed to another John Deere machine.

Relevant Law (s.9(2)(a)):

Section 109 of the *Local Government Act 2020* states:

"A Council must comply with its Procurement Policy before entering a contract for the purchase of goods or services or the carrying out of works.

The procurement process followed for this tender and the subsequent assessment and recommendation have been undertaken in accordance with Council's *Procurement Policy*.

Options – Best Outcomes for the Community (s.9(2)(b)):

Option 1

Award the contract for the replacement Grader as per the recommendation.

Option 2

Award the contract to an alternative supplier.

Option 3

Re-tender the contract.

Sustainability Implications (s.9(2)(c)):

Economic

This tender used approved suppliers as part of vendor panels accepted supplier network with the primary dealers working closely with local dealerships under their network. This has a positive impact on the local economy through the purchase of local materials and services over the life of the asset.

Climate change/Environmental

This capital spend will have a minimal contribution either positive or negative to carbon emission levels due to the slow advancement of alternate fuel types for heavy vehicle equipment.

Community Engagement (s.9(2)(d)):

Not applicable.

Innovation and Continuous Improvement (s.9(2)(e)):

Not applicable.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

The recommended tender value is within the allocated budget spend for current financial year.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not applicable.

Council Plans and Policies:

Council Plans:

This report supports the following *Council Plan 2021-2025 priorities*.

1. Asset Management - Maintain and improve our Shire's infrastructure to meet the levels of service established in consultation with our communities.

- 1.1 Deliver 100% of the annual capital works program and bushfire recovery projects

Council Policies:
Procurement Policy

Transparency of Decision (s.9(2)(i)) :

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public

Risk Assessment:

Minimal risk is associated with this acquisition despite prolonged lead times on supply with current machinery equipment in use being adequately resourced to deliver capital works projects and/or Council asset maintenance programs. These risks will be mitigated by active management and continued servicing of machinery equipment in accordance with scheduled maintenance programs with little downtime expected.

The CAT 140T is the same model grader that is currently located at the Tallangatta depot. This would potentially eliminate the doubling up of parts as resources could be shared to mitigate emergency situations whilst both depot mechanics have a sound knowledge of this grader. Parts and service being available in Wodonga/Albury is also advantageous.

Officer's View:

It is the officer's view that Willams Adams Pty Ltd. be awarded the contract for the sum of \$344,400, excluding GST. Whilst the John Deere proposal unit cost was significantly higher than William Adams CAT cost and they offered a higher trade in value however the net result saw only a nominal saving of only \$5,800 when compared to Williams Adams P/L proposal. Both have a lead time of 4-6 months for delivery.

The international backing of a reputable industry player demonstrates the ability to provide a quality product along with a dedicated aftercare service offering delivering good value and low risk to Council. CAT machinery equipment traditionally has a higher re-sale value which augers well for lower costs on future plant upgrades.

Council Resolution:

CR WORTMANN

CR TOLSHER

THAT:

- 1. CONTRACT NO. 2024/25-038 FOR A REPLACEMENT GRADER BE AWARDED TO WILLIAM ADAMS PTY LTD FOR THE SUM OF \$344,400 EXCLUDING GST NET OF TRADE IN;**
- 2. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO SIGN AND SEAL CONTRACT NO. 2024/25-038 IN ACCORDANCE WITH LOCAL LAW 1 – COMMON SEAL AND MISCELLANEOUS PENALTIES; AND**
- 3. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO APPROVE CONTRACT VARIATIONS UP TO THE TOTAL VALUE OF THE ALLOCATED BUDGET.**

CARRIED

Mr Florence and Mr Heritage left the meeting due to a general conflict of interest disclosed at item 4, the time being 10.45am.

11.2 Toilet Blocks Tender Evaluation - Corryong, Talgarno, Bellbridge - Contract No. 2024/2025-030 (DIE)

Disclosure of Interests (S.130):

This report was prepared by Mr Kiransai Arikapudi, Project Manager.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to provide information to support the assessment of tender submissions for the Toilet Blocks construction and to seek council approval to appoint the recommended contractor.

Summary:

This report demonstrates the tender process followed for the procurement of a suitable contractor to undertake Toilet Block construction.

The key elements of the project are design and construction of three toilet blocks in the following locations:

- Corryong - rear of Man from Snowy River arcade
- Talgarno – in front of the tennis courts
- Bellbridge – in Roy William Park

This report provides a recommendation of the most suitable contractor to undertake these works.

Recommendation:

That:

1. Contract No. 2024/25 – 030 for the construction of three toilet blocks be awarded to EnviroDome Pty Ltd for an estimated contract value of \$503,000 (excluding GST) which includes \$30,000 of provisional items to implement design changes;
2. The use of the Common Seal be authorised in accordance with Local Law 1 – Common Seal and Miscellaneous Penalties for the purpose of signing the contract document; and
3. The Chief Executive Officer be authorised to approve contract variations up to the total value of the allocated budget

Attachment:

A comparative tender evaluation for Contract No. 2024/25 - 30 has been provided to Councillors prior to the meeting.

Background/History:

A tender was issued in February 2025 in line with the Procurement Policy with advertising through www.tenders.net, in local newspapers and on Council's Facebook page. Several companies downloaded the tender documents. Four tender submissions were received.

Relevant Law (s.9(2)(a)):

Section 109 of the Local Government Act 2020 states:

"A Council must comply with its Procurement Policy before entering into a contract for the purchase of goods or services or the carrying out of works.

The procurement process followed for this tender and the subsequent assessment and recommendation have been undertaken in accordance with Council's Procurement Policy adopted in June 2023.

Options – Best Outcomes for the Community (s.9(2)(b)):

In terms of achieving the best outcome for the municipal community, including future generations, a range of options for the toilet blocks technical design, asset life,

ease of cleaning, maintenance and locations were considered.

Sustainability Implications (s.9(2)(c)):

Economic

The project will support the shire's development as a tourism destination.

Social

The toilet blocks include all abilities access in locations where this is not currently available.

Climate change/Environmental

The design of the toilet blocks includes solar lighting and rainwater capture is incorporated at Talgarno.

Community Engagement (s.9(2)(d)):

Talgarno Recreation Reserve have been engaged in the project and have provided valuable input.

Neighbours around the park in Bellbridge have been engaged via a letterbox drop and multiple contacts via telephone calls. The originally proposed siting has been modified in response to community feedback. Onsite signage will be installed to communicate the revised location. Community feedback has also triggered the option of improving the parking at the park.

Innovation and Continuous Improvement (s.9(2)(e)):

Not applicable.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

The recommended tender value is \$503,000 excluding GST. The Bellbridge and Talgarno sites are expected to be delivered within their respective budgets. The Corryong toilet block form part of the larger CBD project and is a key deliverable within that project.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not applicable.

Council Plans and Policies:

The tender has been conducted in accordance with the Procurement Policy and supports the following Council Plan 2021-2025 priority:

1.1 Council is aiming to deliver 100% of the annual capital works program and bushfire recovery projects.

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public

Risk Assessment:

There is a risk of weather delays however the relatively small scale of the construction footprint and the prefabricated nature of the selected product means only a short window for on-site works is required.

To shorten the delivery critical path, it is proposed to procure the water and wastewater connections directly so they can be delivered immediately after the Man from Snowy River Festival in Corryong, and sooner in Bellbridge.

The products proposed to be used and the track record of EnviroDome represent an acceptable risk profile for the project.

Officer's View:

It is the officer's view that EnviroDome Pty Ltd. be awarded the contract for the sum of \$503,000, excluding GST. The high quality design and construction provides for low maintenance cleaning and low maintenance costs over the lifespan of the asset.

Council Resolution:

**CR ANDERSON
CR WORTMANN**

THAT:

- 1. CONTRACT NO. 2024/25 – 030 FOR THE CONSTRUCTION OF THREE TOILET BLOCKS BE AWARDED TO ENVIRODOME PTY LTD FOR AN ESTIMATED CONTRACT VALUE OF \$503,000 (EXCLUDING GST) WHICH INCLUDES \$30,000 OF PROVISIONAL ITEMS TO IMPLEMENT DESIGN CHANGES;**
- 2. THE USE OF THE COMMON SEAL BE AUTHORISED IN ACCORDANCE WITH LOCAL LAW 1 – COMMON SEAL AND MISCELLANEOUS PENALTIES FOR THE PURPOSE OF SIGNING THE CONTRACT DOCUMENT; AND**
- 3. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO APPROVE CONTRACT VARIATIONS UP TO THE TOTAL VALUE OF THE ALLOCATED BUDGET**

CARRIED

Mr Florence and Mr Heritage returned to the meeting, the time being 10.48am.

11.3 Flood Damage Recovery Works (DIE)

Disclosure of Interests (S.130):

This report was prepared by Mr Syed Muhammad Abdullah, Civil Asset Engineer.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to seek approval for awarding of contracts for remedial works (approved under DRFA, ARGN 1037 event) to rectify damage to the municipal road network caused by flooding across the Eastern and Western sections of Towong Shire Council.

Summary:

This report demonstrates the tender process followed for the procurement of suitable contractors to undertake flood remedial works across Council Road networks including grading, resheeting and drainage works. This report also provides a recommendation of the most suitable contractors to undertake these works.

Recommendation:

That

1. The contracts for Flood Damage repair be awarded to the preferred tenderer as listed below:

Contract	Work Description	Contract Amount (for approved defect) (ex. GST)	Preferred Tenderer
2023/24-040	Towong Shire Eastern Section Priority 1 works	\$31,996	Extons Pty Ltd
2024/25-032	Towong Shire Eastern Section Priority 2 works	\$348,884	Extons Pty Ltd
2024/25-031	Towong Shire Western Section Priority 1 works	\$684,691	Tallangatta Construction Maintenance
2023/24-041	Towong Shire Western Section Priority 2 works	\$600,996	Tallangatta Construction Maintenance

2. The Chief Executive Officer be authorised to sign and seal Contract No. 2023/24-040, 2024/25-032, 2024/25-031 and Contract No. 2023/24-041 in accordance with Local Law 1 – Common Seal and Miscellaneous Penalties; and

3. The Chief Executive Officer be approved to approve contract variations up to the total value of the allocated budget.

Attachment:

Nil

Contract Evaluation tool has been circulated to Councillors prior to the meeting.

Background/History:

In January and October 2022, the Shire experienced severe storm events resulting in extensive damage to the municipal road network. Officers have applied for Disaster Recovery Funding Arrangements (DRFA) through Emergency Management Victoria (EMV) to undertake remedial works following these storm events. The events have been registered with Emergency Management Victoria (EMV) under Australian Government Reference Number AGRN 1004 and AGRN 1007 and AGRN 1037.

AGRN 1004 and 1009 have been completed as immediate emergency works while 1037 is a more extensive remedial works program for Council Road network. In line with delivering repair and maintenance caused by ARGN 1037 flood event, four tenders were advertised in March 2024 on www.tenders.net, local newspapers and Council's Facebook site in accordance with the Procurement Policy in March 2024.

These tenders were divided into the Eastern (2 tenders) and Western (2 tenders) ends of the Shire. Two submissions were received for each tender and contractor evaluation was done to determine the appropriate contractors for their respective works.

Council have received funding from DRFA (ARGN 1037), to conduct the flood remedial works as approved by Emergency Management Victoria (EMV). The contract amount for the approved defects is within the grant funding allocation. The grant funding also contributes towards the consultancy cost where the consultant is responsible to assist with processing flood damage claims and provide project management services. This consultancy contract is already approved and is underway.

Relevant Law (s.9(2)(a)):

The Local Government Act 2020

Options – Best Outcomes for the Community (s.9(2)(b)):

- Option 1 – Award all the four tenders as listed below – preferred option

Contract	Work Description	Contract Amount	Preferred Tenderer
2023/24-040	Towong Shire Eastern Section Priority 1 works	\$31,996 (ex. GST)	Extons Pty Ltd
2024/25-032	Towong Shire Eastern Section Priority 2 works	\$348,884 (ex. GST)	Extons Pty Ltd
2024/25-031	Towong Shire Western Section Priority 1 works	\$684,691 (ex. GST)	Tallangatta Construction and Maintenance
2023/24-041	Towong Shire Western Section Priority 2 works	\$600,996 (ex. GST)	Tallangatta Construction and Maintenance

- Option 2 – Retender the works – not preferred

Sustainability Implications (s.9(2)(c)):

Economic

Where possible, local suppliers are engaged, as is the case with TCM; this provides for ongoing economic sustainability in our shire.

Social

Successful completion of the project will improve road safety conditions across the Shire.

Community Engagement (s.9(2)(d)):

Local community members will be notified of any impacts before work commences.

Innovation and Continuous Improvement (s.9(2)(e)):

Not applicable.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

Budget requirements and availability have been confirmed, grant funding has been sought through DRFA and all expenditure is being monitored and managed within agreed budget allocations.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not applicable.

Council Plans and Policies:

Council Plans:

This report supports the following *Council Plan 2021-2025 priorities*.

1. Asset Management - Maintain and improve our Shire's infrastructure to meet the levels of service established in consultation with our communities.

Council Policies:

Procurement Policy

Transparency of Decision (s.9(2)(i)) :

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public

Risk Assessment:

The significant risk for this project is the limited time to spend the allocated grant funding and the possibility of weather delays. This risk will be mitigated where possible by active supervision and management of the contractor.

Officer's View:

It is the officer's recommendation that Council proceed with option 1:

- Award Contract No. 2023/24-040 to Extons Pty Ltd
- Award Contract No. 2024/25-032 to Extons Pty Ltd
- Award Contract No. 2023/24-041 to Tallangatta Construction and Maintenance Pty Ltd.
- Award Contract 2024/25-031 to Tallangatta Construction and Maintenance Pty Ltd.
-

The reference checks were also conducted for Extons Pty Ltd and Tallangatta Construction and Maintenance Pty Ltd and the referees have mentioned that both the contractors demonstrate good experience in similar project and have capacity to deliver such maintenance works.

Council Resolution:

**CR WORTMANN
CR TOLSHER**

THAT

- 1. THE CONTRACTS FOR FLOOD DAMAGE REPAIR BE AWARDED TO THE PREFERRED TENDERER AS LISTED BELOW:**

Contract	Work Description	Contract Amount (for approved defect) (ex. GST)	Preferred Tenderer
2023/24-040	Towong Shire Eastern Section Priority 1 works	\$31,996	Extons Pty Ltd
2024/25-032	Towong Shire Eastern Section Priority 2 works	\$348,884	Extons Pty Ltd
2024/25-031	Towong Shire Western Section Priority 1 works	\$684,691	Tallangatta Construction Maintenance
2023/24-041	Towong Shire Western Section Priority 2 works	\$600,996	Tallangatta Construction Maintenance

- 2. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO SIGN AND SEAL CONTRACT NO. 2023/24-040, 2024/25-032, 2024/25-031 AND CONTRACT NO. 2023/24-041 IN ACCORDANCE WITH LOCAL LAW 1 – COMMON SEAL AND MISCELLANEOUS PENALTIES; AND**
- 3. THE CHIEF EXECUTIVE OFFICER BE APPROVED TO APPROVE CONTRACT VARIATIONS UP TO THE TOTAL VALUE OF THE ALLOCATED BUDGET.**

CARRIED

12 Land Use Planning

There are no Land Use Planning reports to present this meeting.

13 Environmental Sustainability

There are no Environmental Sustainability reports to present this meeting.

14 Economic and Tourism Development

There are no Economic and Tourism Development reports to present this meeting.

15 Councillor Reports

15.1 Goulburn Murray Climate Alliance (Cr Tolsher)

Date and location of meeting/event:	Thursday 20 February 2025
Meeting/event attended:	Goulburn Murray Climate Alliance Meeting held online
Key information from the meeting/event:	Carol Hammond is the EO for the group. She gave a presentation on GMCA. Held meeting to elect office bearers. Tim Berenya was elected the chair. Murrindindi is the auspice Council for the group and Carol now has a permanent role on Murrindindi Shire Council and is available for all Councils as a touch point.
Councillor comments/thoughts/learnings from the meeting/event:	I thought it was a proactive group and is worthwhile being part of for information.
Action required by Council:	Would like to have a dot point report what Towong Council is doing in this space in mitigation and adaptation on climate change so I can report back to the group.
Additional Information:	GMCA web site https://www.gmca.org.au

Recommendation:

That a report be prepared to Council outlining what activities are being undertaken in regard to mitigation and adaptation on climate change.

Council Resolution:

**CR TOLSHER
CR ANDERSON**

THAT THE REPORT BE NOTED.

CARRIED

Confirmed

15.2 Australia Day 2025 - Corryong (Cr Whitehead)

Date of Meeting/Event:	Sunday 26th January 2025
Key information presented/discussed at meeting:	Australia Day celebration and Citizenship Ceremony held in Corryong
Members Comments/Thoughts:	What a great morning. The morning started off with local school student Paige Heinjus playing guitar and singing - our community is blessed to have such wonderful local talent. Breakfast was well attended with everyone enjoying delicious bacon and eggs catered for by Corryong Lions Club. The formalities commenced with announcements of Community Group of the Year - presented to Corryong & Upper Murray Agricultural and Pastoral Society committee. We then moved to acknowledge people in our community who were nominated for Citizen of the Year and to highlight their contribution as 'Local Legends':- Carli & Michael Cameron, Jane Mongan, Graeme van Brummelen, Deidree Lebner and Colin Low. Our Citizen of the Year was presented to Kate Wheeler recognising her years of volunteer work in our community. Our final formalities for the morning was to welcome family and friends of 5 residents who took the pledge to become Australian citizens. This is a very exciting time for all involved. 2025 marks the 76th anniversary of Australian citizenship.
Action Required:	Nil
Additional Information Available:	Nil

Recommendation:

That the report be noted.

Council Resolution:

**CR TOLSHER
CR ANDERSON**

THAT THE REPORT BE NOTED.

CARRIED

16 Urgent Business

In accordance with Council's Governance Rules, matters of urgent business can only be considered if:

- a) It relates to or arises out of a matter which has arisen since distribution of the agenda; and
- b) It cannot safely or conveniently be deferred until the next Council meeting; and
- c) The Council resolves to admit an item considered to be urgent business.

Nil.

17 Committee Minutes

17.1 Audit and Risk Committee Minutes - February 2025 (DCOD)

Disclosure of Interests (S.130):

This report was prepared by Mr Justin Troy, Coordinator Governance and Compliance.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to provide information.

Summary:

As per section 8 of the Council Audit and Risk Committee Charter, the minutes of an Audit and Risk Committee meeting must be forwarded to the next ordinary meeting of Council, including a report explaining specific recommendations and key outcomes.

An Audit and Risk Committee meeting was held on 13 February 2025. The unconfirmed minutes were circulated to Councillors prior to the meeting.

Resolutions made by the Committee, other than those 'for noting' were as follows:

Risk Management Update

THAT:

- THE RISK MANAGEMENT REPORT BE NOTED;
- THE COMMITTEE PROVIDE ANY FEEDBACK AND ADVICE REGARDING THE ADEQUACY OF PROCESSES UNDERTAKEN IN REGARDS TO HPI'S OVER THE PERIOD; AND
- A REPORT BE PROVIDED TO THE COMMITTEE RELATING TO RISK ASSESSMENT OUTCOMES LAST CONDUCTED AT MAJOR FACILITIES.

Initiatives and Innovations

THAT:

- THE COMMITTEE REVIEW AND PROVIDE FEEDBACK ON THE RISK MANAGEMENT FRAMEWORK PROCESS; AND
- THE COMMITTEE REVIEW AND ENDORSE THE IMS BUSINESS CASE.

Internal Audit Plan

THAT:

- COUNCIL CONSIDER THE SCOPE OF THE PROPOSED CORRYONG CBD AUDIT AS A CONSULTANCY OPPORTUNITY; AND
- COUNCIL REASSESS THE INTERNAL AUDIT OPTION FOR THE 2025 CALENDAR YEAR ONCE THE STRATEGIC RISK REGISTER IS COMPLETE.

Recommendation:

That the unconfirmed Audit and Risk Committee Minutes and Resolutions from the 13 February 2025 meeting be noted.

Council Resolution:

**CR WORTMANN
CR ANDERSON**

THAT THE UNCONFIRMED AUDIT AND RISK COMMITTEE MINUTES AND RESOLUTIONS FROM THE 13 FEBRUARY 2025 MEETING BE NOTED.

CARRIED

17.2 OHS Committee Meeting Minutes - February 2025 (DCOD)

Disclosure of Interests (S.130):

This report was prepared by Mr Wayne Carter, Occupational Health and Safety Officer.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to provide information.

Summary:

The unconfirmed minutes of the Occupational Health and Safety Committee meeting held on 20 February 2025 have been provided to Councillors prior to the meeting.

Recommendation:

That the unconfirmed minutes of the Occupational Health and Safety Committee meeting held on 20 February 2025 be noted.

Council Resolution:

**CR TOLSHER
CR ANDERSON**

**THAT THE UNCONFIRMED MINUTES OF THE OCCUPATIONAL HEALTH AND
SAFETY COMMITTEE MEETING HELD ON 20 FEBRUARY 2025 BE NOTED.**

CARRIED

18 Council Policies

There are no policies for review or adoption.

19 Sealing of Documents

Nil.

20 Confidential

Section 66 of the *Local Government Act 2020* declares that meetings are to be open to the public unless the following specified circumstances apply:

1. *A Council or delegated committee must keep a meeting open to the public unless the Council or delegated committee considers it necessary to close the meeting to the public because a circumstance specified in subsection (2) applies.*
2. *The circumstances are –*
 - a) *the meeting is to consider confidential information; or*
 - b) *security reasons; or*
 - c) *it is necessary to do so to enable the meeting to proceed in an orderly manner.*
3. *If the circumstance specified in subsection (2)(b) or (2)(c) applies, the meeting can only be closed to the public if the Council or delegated committee has made arrangements to enable the proceedings of the meeting to be viewed by members of the public as the meeting is being held.*
4. *For the purposes of subsection (3), the arrangements may include provision to view the proceedings on the Internet or on closed circuit television.*
5. *If a Council or delegated committee determines that a meeting is to be closed to the public to consider confidential information, the Council or delegated committee must record in the minutes of the meeting that are available for public inspection –*
 - a) *the ground or grounds for determining to close the meeting to the public by reference to the grounds specified in the definition of confidential information in section 3(1); and*
 - b) *an explanation of why the specified ground or grounds applied.*

As defined in section 3(1) of the Local Government Act 2020 "confidential information" means the following information

- a. Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;
- b. Security information, being information that if released is likely to endanger the security of Council property or the safety of any person;
- c. Land use planning information, being information that if prematurely released is likely to encourage speculation in land values;
- d. Law enforcement information, being information which if released would be reasonably likely to prejudice the investigation in an alleged breach of the law or the fair trial or hearing of any person;
- e. Legal privileged information, being information to which legal professional privilege or client legal privilege applies;
- f. Personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;
- g. Private commercial information, being information provided by a business, commercial or financial undertaking that –
 - (i) relates to trade secrets; or
 - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;
- h. Confidential meeting information, being the records of meetings closed to the public under section 66(2)(a);
- i. Internal arbitration information, being information specified in section 145;
- j. Councillor Conduct Panel confidential information, being information specified in section 169;
- k. Information prescribed by the regulations to be confidential information for the purposes of this definition; and

Information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

Nil.

21 Closure of Meeting

There being no further business, the Mayor declared the meeting closed, the time being 11:06 am.

Confirmed