



EXTRAORDINARY MEETING OF COUNCIL

Wednesday 23 June, 2021

at 4:00pm

Council Chambers

56 Chanter Street, Berrigan



Agenda

Notice is hereby given that an Extraordinary Meeting of the Berrigan Shire Council will be held in the **Council Chambers**, Berrigan on **Wednesday 23 June, 2021** commencing at 4:00pm, to consider the following item:

- 3.1 Integrated Plans
- 3.2 Operational Plan 2020/21 June Quarter Report
- 3.3 Rates and Charges 2021-2022
- 3.4 Establishment of a Regional Panel of Conduct Reviewers
- 4.1 Establishment of a Regional Panel of Conduct Reviewers (Confidential)

Other business may be considered at an extraordinary meeting of the Council, even though due notice of the business has not been given, if:

- a) A motion is passed to have business considered at the meeting, and
- b) The business to be considered is ruled by the chairperson to be of great urgency on the grounds that it requires a decision by the Council before the next scheduled ordinary meeting of the Council.



KARINA EWER
CHIEF EXECUTIVE OFFICER



Extraordinary Council Meeting

Wednesday 23 June, 2021

BUSINESS PAPER

This meeting is being webcast and those in attendance should refrain from making any defamatory statements.

1. APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

Crs John Bruce and Daryll Morris

2. DECLARATION OF ITEMS OF PECUNIARY OR OTHER INTERESTS

3. ITEMS FOR RESOLUTION

Council Meeting

23 June 2021

3.1 Integrated Plans

Report by: Strategic & Social Planning Coordinator, Joanne Ruffin

Strategic Outcome: 2. Good government

Strategic Objective: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

Recommendation: That the Council:

1. Adopt the following:
 - Reviewed Long Term Financial Management Plan 2021 – 2031 (“Appendix 3.1-A”);
 - Reviewed Asset Management Strategy 2021 – 2031 (“Appendix 3.1-B”);
 - Reviewed Workforce Development Plan 2021 – 2025 (“Appendix 3.1-C”);
 - Reviewed Delivery Program 2017 – 2022 (“Appendix 3.1-D”);
 - Annual Operation Plan 2021 – 2022 (“Appendix 3.1-E”)
2. Resolve that Cobram Barooga Tourism Sports Tourism Program 2021/22 proposal is referred for consideration as part of the September Quarter Business Review.

Report:

Per the provisions of the Local Government Act, 1993 (s403 – 404) the Council’s suite of integrated plans was placed on public exhibition (20 May 2021) for 28 days with public comment and submissions sought until 5:00pm, 17 June 2021.

Received were three submissions:

1. Cobram – Barooga Business Tourism. This submission (“Appendix 3.1-F”) requests that the Council assist the delivery of a Sports Tourism Program 2021/22 via a contribution of \$20,000. This submission is consistent with the Council’s partnership with Cobram – Barooga Business Tourism’s Sports Program and the Reviewed Delivery Program 2017 – 2022 and Annual Operational Plan 2021 – 2022 action 4.2.1.3 Provide support to event proponents and organisers supported. Funds for this project have not been included in the Council’s Annual Operational Plan 2021 – 2022 budget.
Therefore it is recommended that the Council refer it for consideration at the September Quarter Business Review.
2. Emily Walliss with support from Berrigan Conservation Group and Tidy Towns and Berrigan Children’s Centre. This submission (“Appendix 3.1-G”) is requesting the Council consider adding additional play equipment at Apex Park – including free play

items incorporating natural elements such as trees, sand, water and vegetation – that incorporates and pays homage to the local Indigenous culture and heritage.

The submission aligns with the Council’s overall strategic objectives and Delivery Program objectives and the Council’s Children, Young People and Families Strategy. The Council has recently completed stage one of the Apex Park redevelopment program and is about to undertake stage two (mainly drainage and car park works). The proposal is not included in the current operational plan and has not been able to be costed in time for inclusion in the operating budget.

The Council may wish to consider this proposal for funding under an existing grant program in 2021/22 or refer the proposal for consideration in a future operational plan. Alternatively, it could choose to defer consideration of the proposal for an indefinite period.

3. Catherine Healy – Capable Minds – requesting the Council:
 - employ a youth worker,
 - utilise the Finley High School Student Representative Council as an advisory group to inform strategy relating to matters affecting young people,
 - engage a dedicated youth-focused organisation to deliver youth-based projects – including, but limited to, leadership and wellbeing programs
 - run a Youth Mental Health forum

The submission attached as “**Appendix 3.1-H**” largely aligns with the Council’s overall strategic objectives and Delivery Program objectives and the Council’s Children, Young People and Families Strategy. The Council’s Youth Development Committee is in abeyance at present but still has a dedicated budget allocation to deliver some programs such as mentioned in the submission. While the Council has been willing in the past to deliver small targeted programs in the youth space, it has resisted ongoing commitments in matters that it has considered the domain of other agencies such as the Department of Education and the Department of Health.

The request to employ a youth worker is not in alignment with the Council’s current delivery program, in particular the Council’s Workforce Delivery Program. The request is difficult to cost without more information on the proposed employment arrangements, however a full-time youth worker paid \$35 per hour would cost the Council approximately \$97,000 including on-costs but not including transport (i.e. a car). Alternate employment arrangements such as part-time work, job sharing with neighbouring Councils’ etc. could lower this cost.

Overall, this submission invites the Council to enter the youth and social services space in a greater manner than it has previously. Any desire to take a larger role in this space could be discussed with the community in the development of its new Community Strategic Plan – due for review in 2021/22.

Council Meeting

23 June 2021

3.2 Operational Plan 2020/21 June Quarter Report

Report by: Strategic & Social Planning Coordinator, Joanne Ruffin

Strategic Outcome: 2. Good government

Strategic Objective: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

Recommendation: That the Council note and adopt the appended March Quarter Review of the Council’s Annual Operational Plan 2020/21.






Report:

Circulated with this Agenda as “**Appendix 3.2-A**” is the Council’s Delivery Program Progress Report and March Quarter Review of the Council’s *Annual Operational Plan 2020/21*.

This report provides a traffic light review with comments by Responsible Officers of the status of:

- Council actions that support and promote *Berrigan Shire 2027* outcomes (these are outcomes which match the Office of Local Government’s quadruple bottom line reporting requirements: Social, Economic, Environmental and Civic Leadership);
- *Delivery Program Objectives*;
- *Annual Operational Plan Objectives*; and
- *Annual Operational Plan Actions*.

The traffic light format provides a visual update on the status of *Council’s Annual Operational Plan* and Council’s progress toward full implementation of its *Delivery Program*. It should be read in accordance with the following key:

				
Complete	On Target	Not on Target	Past Due	No Status / Deferred

Additional information in the Delivery Program Progress Report and Operational Plan Performance Review and includes:

1. A Year to Date (YTD) assessment by the responsible Council Officer of progress toward completion and or the achievement of the set target.
2. Comments from the Responsible Council Officer highlighting service achievements and or the challenges relevant to the Council operation and action being reported and its status.

The following tables (Table 1 and Table 2) provide a summary by strategic outcome of Council's progress and performance as at 30 June 2021.

Table 1 lists the actions which are past due or not on target with actions previously reported as deferred identified with an asterisk. There are no new actions noted as past due or not on target.

Table 1 Operational Plan Actions Not on Target or Past Due/Deferred or No Status

OP Code	Action
1.1.1.4	Commence review of Local Environment Plan*
1.2.1.2	Participation in roadside vegetation projects*
1.2.1.3	Undertake tree assessments and establish a tree register*
1.2.1.5	Undertake a review of the plans of management for Crown Lands controlled by Council or Council Committees of Management*
2.1.2.3	Implement Berrigan Shire Council's Improvement Plan*
2.1.3.4	Conduct service review and develop the Corporate Services Strategic Plan*
4.3.1.1	Continue to advocate for the development of hardstand and serviced truck parking Tocumwal, Finley and Berrigan*

Table 2 Performance by Outcome

	Completed	On target	Not on target	Past Due	Deferred / Not due to start	Total
Sustainable natural and built landscapes	7	9	2	-	2	20
Good government	13	2	-	-	2	17
Supported and engaged communities	9	4	-	-	-	13
Diverse and resilient business	14	1	-	-	1	16
Total Actions	43	16	2	-	5	66



Council Meeting

23 June 2021

3.3 Rates and Charges 2021 - 2022

Report by: Revenue Coordinator, Michael Millar

Strategic Outcome: 2. Good government

Strategic Objective: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

Recommendation: see below

Report:

The following rates and charges resolution will, if adopted, implement the councils intended rating model to achieve an overall permissible increase to Ordinary Rate income of 2.0% in line with the Rate Peg set by the Independent Pricing and Regulatory Tribunal (IPART).

The increase in annual rates and user charges vary according to the revenue income required. The making of Rates and Charges must be made by resolution of Council, pursuant to Sections 534 and 535 of the Local Government Act 1993, as set out below.

Details as to how and where these rates and charges are levied are shown in the Statement of Revenue Policy included in the Berrigan Shire Council Operational Plan 2021/2022.

Ordinary Rates

That Berrigan Shire Council will make and levy the following Ad Valorem amounts as the ordinary rate for the period 1 July 2021 to 30 June 2022 as presented and in accordance with Sections 534, 535, 536, 537 and 543 of the Local Government Act 1993.

Category -Sub Category	Name of the Rate	Ad Valorem
Farmland		
Farmland - Barooga	Farmland - Barooga	0.0040024
Farmland - Berrigan	Farmland - Berrigan	0.0040024
Farmland - Finley	Farmland - Finley	0.0040024
Farmland - Tocumwal	Farmland - Tocumwal	0.0040024
Farmland – Gravel Pits	Farmland – Gravel Pits	0.0040024
Residential		
Residential - Barooga	Residential - Barooga	0.009574
Residential - Berrigan	Residential - Berrigan	0.032136
Residential - Finley	Residential - Finley	0.025493
Residential - Tocumwal	Residential - Tocumwal	0.010445



Category -Sub Category	Name of the Rate	Ad Valorem
Residential Riverland - Barooga	Residential Riverland - Barooga	0.0095156
Residential Riverland - Tocumwal	Residential Riverland - Tocumwal	0.0095156
Residential Rural - Barooga	Res Rural - Barooga	0.005239
Residential Rural - Berrigan	Res Rural - Berrigan	0.005239
Residential Rural - Finley	Res Rural - Finley	0.005239
Residential Rural - Tocumwal	Res Rural - Tocumwal	0.005239
Business		
Business Hospitality - Barooga	Business Hosp - Barooga	0.009574
Business Hospitality - Berrigan	Business Hosp - Berrigan	0.032136
Business Hospitality - Finley	Business Hosp - Finley	0.025493
Business Hospitality - Tocumwal	Business Hosp - Tocumwal	0.010445
Business Industrial - Barooga	Business Ind - Barooga	0.009574
Business Industrial - Berrigan	Business Ind - Berrigan	0.032136
Business Industrial - Finley	Business Ind - Finley	0.025493
Business Industrial - Tocumwal	Business Ind - Tocumwal	0.010445
Business Ordinary - Barooga	Business Ord - Barooga	0.009574
Business Ordinary - Berrigan	Business Ord - Berrigan	0.032136
Business Ordinary - Finley	Business Ord - Finley	0.025493
Business Ordinary - Tocumwal	Business Ord - Tocumwal	0.010445
Business Rural - Barooga	Business Rural - Barooga	0.009574
Business Rural - Berrigan	Business Rural - Berrigan	0.032136
Business Rural - Finley	Business Rural - Finley	0.025493
Business Rural - Tocumwal	Business Rural - Tocumwal	0.010445
Business Alt Energy - Barooga	Business Alt Energy - Barooga	0.0124779
Business Alt Energy - Berrigan	Business Alt Energy - Berrigan	0.0124779
Business Alt Energy - Finley	Business Alt Energy - Finley	0.0124779
Business Alt Energy - Tocumwal	Business Alt Energy - Tocumwal	0.0124779
Mining		
Mining - Barooga	Mining - Barooga	0.009574
Mining – Berrigan	Mining – Berrigan	0.032136
Mining – Finley	Mining – Finley	0.025493
Mining – Tocumwal	Mining – Tocumwal	0.010445



Domestic Waste Management and Non Residential Waste Management

That Berrigan Shire Council will make and levy the following charges for the period 1 July 2021 to 30 June 2022 to meet the costs associated with the collection, disposal and recycling of waste in accordance with Sections 496, 501, 504 and 543 of the Local Government Act 1993.

Waste collection service type	Name of the Charge	Charge per standard service \$
Domestic Waste Management (s496)		
Domestic Waste - Collected	Domestic Waste – Collected - Charge	328.00
Domestic Waste - Uncollected	Domestic Waste – Uncollected - Charge	61.00
Domestic Waste – Collected – Additional	Domestic Waste – Collected Charge – Add	206.00
Non-Residential Waste Management (s501)		
Business Garbage	Garbage Charge	288.00
Business Garbage and Recycling	Garbage and Recycling Charge	445.00
Additional Recycling/Recycling Collected Charge	Recycling Collected - Add	158.00

Water and Sewage Charges

That Berrigan Shire Council will make and levy the following water charges for the period 1 July 2021 to 30 June 2022 in accordance with Sections 501, 502, 543, 552 of the Local Government Act 1993, as well as reflecting the requirements of the Council of Australian Governments through NSW Water, Supply Sewerage and Trade Waste Pricing Guidelines.

Water Access Charge (s501)	Name of the Charge	Annual Access Charge \$
Access Charge – Rateable	Water Access Charge	562.00
Access Charge – Non-rateable	Water Access Charge	562.00
Water Restriction Relief	Water Restriction Relief	10.00



Water Consumption Charge (s502)	Name of the Charge	Per kilolitre \$		
		Restriction Level 4	Other restrictions	No Restrictions
Barooga, Berrigan and Finley				
Treated	Water Consumption Barooga Berrigan Finley - Treated	1.55	1.10	1.00
Unfiltered	Water Consumption Barooga Berrigan Finley - Unfiltered	0.77	0.55	0.50
Tocumwal				
Treated	Water Consumption Tocumwal - Treated	1.03	0.73	0.66

Sewer Charges	Name of the Charge	Annual Charge \$
Sewer Supply Charge (s501)		
Sewer Supply Charge - Barooga	Sewer Supply Charge	579.00
Sewer Supply Charge - Berrigan	Sewer Supply Charge	579.00
Sewer Supply Charge - Finley	Sewer Supply Charge	579.00
Sewer Supply Charge – Tocumwal	Sewer Supply Charge	579.00
Sewer Pedestal Charge (s502)		
Sewer Pedestal Charge – Non-rateable	Sewer Pedestal Charge	123.00
Sewer Pedestal Charge –Rateable	Sewer Pedestal Charge	123.00
Sewer Maintenance Charge		
On-site Sewer Maintenance Charge	On-site Sewer Maintenance Charge	161.00

Stormwater Charges

That Berrigan Shire Council will make and levy the following stormwater management service charges for the period 1 July 2021 to July 2022 in accordance with Sections 496A and 543 of the *Local Government Act 1993* and clauses 125A and 125AA of the Local Government (General) Regulation 2005.



Stormwater Management Service Charge (s496A and s501)	Name of the Charge	Annual Charge \$
Stormwater Management Service Charge – Urban Property	Stormwater Management Service	25.00
Stormwater Management Service Charge – Urban Strata Property	Stormwater Management Service	12.50

Developer Concessions

That land in the table below will be exempt from annual water and sewer charges for the period 1 July 2021 to 30 June 2022 or until sold, leased, rented or otherwise occupied during this period

Assessment No.	Address	Description
01305-00000000-000	84 Bruton Street, Tocumwal	L4 DP1250358
01313-00000000-000	33 Hadley Street, Tocumwal	L12 DP1250358
01315-00000000-000	29 Hadley Street, Tocumwal	L14 DP1250358
01316-00000000-000	27 Hadley Street, Tocumwal	L15 DP1250358
01320-00000000-000	22 Hadley Street, Tocumwal	L19 DP1250358
01321-00000000-000	24 Hadley Street, Tocumwal	L20 DP1250358
01328-00000000-000	66 Tessier Drive, Tocumwal	L27 DP1250358
01330-00000000-000	62 Tessier Drive, Tocumwal	L29 DP1250358
01331-00000000-000	60 Tessier Drive, Tocumwal	L30 DP1250358
01332-00000000-000	58 Tessier Drive, Tocumwal	L31 DP1250358
01376-00000000-000	1 Hamilton Street Finley	L1 DP1262202
01377-00000000-000	9 Hamilton Street Finley	L2 DP1262202
01378-00000000-000	13 Hamilton Street Finley	L3 DP1262202
01379-00000000-000	17 Hamilton Street Finley	L4 DP1262202
01382-00000000-000	25 Hamilton Street Finley	L7 DP1262202
01384-00000000-000	29 Hamilton Street Finley	L9 DP1262202
01385-00000000-000	35 Hamilton Street Finley	L10 DP1262202
01386-00000000-000	33 Hamilton Street Finley	L11 DP1262202
12969-00000000-000	31 Hamilton Street Finley	L12 DP 1262202

Council Meeting

23 June 2021

3.4 Establishment of a Regional Panel of Conduct Reviewers

Report by: Director Corporate Services, Matthew Hansen

Strategic Outcome: 2. Good government

Strategic Objective: 2.1 Berrigan Shire 2027 objectives and strategic actions facilitate the effective governance by Council of Council operations and reporting

Recommendation: That the Council agree to the establishments of a regional panel of conduct reviewers and appoint reviewers as selected by Riverina and Murray Joint Organisation through an Expression of Interest (EOI) process:

1. Local Government Legal
2. Moray & Agnew Lawyers
3. BAL Lawyers
4. Sinc Solutions
5. Centium
6. Wise Workplace

Report:

Introduction

This report seeks a resolution from the Council to appoint a regional panel of conduct reviewers as selected through the Riverina and Murray Joint Organisation (RAMJO), in line with the Procedures for the Administration of the Model Code of Conduct (the Procedures).

Background

Section 440 of the *Local Government Act 1993* (NSW) and the *Local Government (General) Regulation 2005* requires that all councils and joint organisations adopt a Code of Conduct which incorporates the provisions of the Model Code of Conduct (the Code).

The Code states that Councils are required to establish a panel of Conduct Reviewers to inquire into alleged breaches of the Code by their Administrator, Mayor, Councillors or General Manager. Councils may establish their own panel, or they may enter into an arrangement with one or more other councils to share a panel.

RAMJO's (previously RAMROC "Riverina and Murray Regional Organisation of Councils") current regional panel of conduct reviewers will conclude their term on 30 June 2021, whereby the Council must appoint a new panel for a four-year term.

The RAMJO Board and General Managers agreed to participate in an Expression of Interest procurement process to acquire service providers capable of acting in this role. A review panel was formed consisting of Mr Philip Stone (General Manager Edward River Council), Ms Bridgett Leopold (RAMJO) and Ms Bella Thomas (RAMJO).

After evaluating the responses received, RAMJO proposes that the Council establish a panel of conduct reviewers from the below list of providers.

Results of EOI Process

The review panel assessed the responses on a simple “meets / does not meet requirements” basis against the following five criteria:

- Experience in and knowledge of review of Code of Conduct Matters;
- Fee (including Hourly or Fixed Fees);
- Ability to prepare investigation reports, final decisions and recommendations;
- Qualifications, financial viability and capacity; and
- Based within RAMJO region.

A total of six responses were received, three from human resources/investigation agencies and another three from law firms. All six responses have passed the assessment and meet the required criteria as being capable of assisting in Code of Conduct matters.

Below is the matrix used while assessing the submissions. Pricing is provided in a separate report, to be discussed in closed session under section 10A(2d) of the *Local Government Act 1993* (NSW).

Legal Firms				
Name	Address	Details of qualifications and experience	Capacity	Skills to offer
Local Government Legal	4 Sandringham Avenue Thornton 2322 NSW	Tony is a founding member and Secretary of the Local Government Lawyers Group. This group comprises about 16 members who each act for local councils. The group is well regarded by the Land & Environment Court and has a member on the Court Users Group. LGL has both broad experience in advising local councils, demonstrating an understanding of local government, and specific experience advising local councils in relation to code of conduct matters.	LGL has eight (8) permanent employees, comprising of six (6) lawyers, a Paralegal and a Legal Secretary.	Areas of expertise: Local Gov Law; Environmental and Planning Law; Administrative Law; Property and Conveyancing Law; Procurement; Contract; Debt Recovery.

Legal Firms				
Name	Address	Details of qualifications and experience	Capacity	Skills to offer
Moray & Agnew Lawyers	2/45 Watt Street Newcastle 2300 NSW	Examples of LG legal rep & CoC investigations, Sporting examples, range of government and corporate applications (including Code of Conduct).	No issue with capacity: six staff resumes attached with application.	Legal representation in Code of Conduct matter; regularly advises NSW local councils, state government authorities (including local development corporations) and community groups on property, heritage, development and planning and environmental matters, including the implications of the Heritage Act 1977 (NSW), Environmental Planning and Assessment Act 1979 (NSW) and other legislation relevant to the development, ownership and use of land; advises clients on local government law, environment and planning matters, Land and Environment Court (LEC) proceedings, and local government liability, professional indemnity and product liability insurance matters, often representing local government bodies at coronial inquests; etc.
BAL Lawyers	L 9/40 Marcus Clarke Street Canberra ACT 2601	Bachelor of Education (Hons), Bachelor of Laws, NSW Accredited Specialist in Employment & Industrial Law, Bachelor of Economics (Soc. Sci), Sydney University, Bachelor of Laws (Hons), Sydney University, NSW Accredited Specialist in Employment & Industrial Law. Have served on conduct review panels for four councils and seven JOs/ROCs.	No issue with capacity: staff of 78 (two resumes attached).	Areas of expertise: Employment Law; industrial relations; WHS; Workplace Misconduct and Investigations; discrimination, bullying and harassment; employment entitlements and termination

Investigation Agencies				
Name	Address	Details of qualifications and experience	Capacity	Skills to Offer
Sinc Solutions	PO Box 455 Glebe NSW 2038	SINC Solutions has been regularly engaged by Councils to conduct assessments, investigations and determinations for numerous years. Qualifications include Bachelor of Commerce with Majors in Human Resource Management & Legal Studies for Business, Master of Business Administration with Majors in Public Sector Management & Human Resource Management, and Graduate, Australian Institute of Company Directors.	Possible issue of capacity - only a single staff member	Has assisted Councils in the development of in-house procedures for investigation processes, holds knowledge and experience in investigations; law; public administration and public sector ethics, Strategic thinking and problem solving, engagement with Councils/Boards and Senior Staff, development of corporate governance frameworks, regulation and corruption prevention strategies, investigation services (including grievances, misconduct, fraud and corruption), high level policy formulation and implementation, complaint management processes and frameworks, recognised industry leadership in governance, regulation and corruption prevention, extensive customer management experience, extensive law enforcement experience, operational and process improvement reviews, management consultancy, particularly with implementing public administration reforms and best practice initiatives.

<p>Centium</p>	<p>L 21/233 Castlereagh Street Sydney NSW 2000</p>	<p>In the last 12 months, Centium has provided conduct review and investigation services to more than 20 Councils involving over 60 conduct matters. Currently Centium has contracts to provide Conduct Review services to more than 80 individual Councils and Joint Organisation Panels.</p> <p>Qualifications/Experience: ten years in various Executive Director positions within the NSW Attorney Generals Department; former NSW Chapter Chair of the Institute of Internal Auditors Australia; 15 years a member of the NSW Senior Executive Service in roles including human resource director and gaming industry regulator; Advanced Diploma in Government; Diploma in Government (Workplace Investigations); Certificate IV in Government (Fraud Control); Certificate IV in Government Compliance; Certificate III in Investigation Services; 25 years as NSW Deputy Ombudsman and is a highly regarded ethical conduct specialist; Bachelor of Laws LLB, Law, Hons; Accredited Mediator NMAS; Australian National Mediation Accreditation - Resolution Institute; among others.</p>	<p>Centium has listed 13 employees on the application - capacity not likely to be limited.</p>	<ul style="list-style-type: none"> • Conduct reviews and investigations across all levels of Local Government relating to Councillors, Management and staff, as well as Council contractors and volunteers • dispute resolution and • assurance, compliance and performance audits • fraud risk assessments, fraud and forensic accounting • work health and safety reviews • reviews of Public Interest Disclosure practices, including reprisal risk assessments • governance, probity and business improvement consulting services • risk management and business resilience • IT systems integrity and cyber security reviews • Delivering professional training and coaching programs to Councils' Executive members, Councillors, Complaints Coordinators, Governance Managers and HR staff in the areas of: <ul style="list-style-type: none"> – the Model Code of Conduct and the Procedures – fraud & corruption prevention – ethical conduct – probity management – good governance practice – conflicts of interest awareness and management. <p>Centium's Investigators include those with legal qualifications and extensive experience in industrial courts and tribunals.</p>
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Investigation Agencies				
Name	Address	Details of qualifications and experience	Capacity	Skills to Offer
Wise Workplace	285 Drummond Street Carlton VIC 3053	Experience with multiple Local and State Governments. Have undertaken investigations (preliminary and full disciplinary). Experience in conducting investigations referred to Councils by ICAC. Qualifications include: Cert 3 Investigative Services, Cert 4 Gov (Fraud Control), Diploma Gov Investigation, Diploma in Law, Grad Diploma in Legal Practice, Post Grad Cert in Research Preparation, Bachelor Social Science in Peace and Conflict Studies, Masters International Securities Studies.	30 permanent staff - capacity not likely to be limited.	Bullying and harassment, fraud, sexual harassment, disciplinary and grievance process, human resources management recommendations – OH&S, industrial relations, planning investigations, gathering and analysing documentary and electronic evidence, strategic advice on processes, applying rules of procedural fairness, applying Briginshaw principle, interviewing witnesses, preparing witness statements, report writing, workplace policy and legislative interpretation, making evidence-based findings, recommendations on disciplinary action and management action, timely and efficient client communication, collaboration with investigation team members, managing Whistleblowers

3. CLOSED COUNCIL

In accordance with the *Local Government Act 1993* and the Local Government (General) Regulation 2005, in the opinion of the General Manager, the following business is of a kind as referred to in section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

Set out below is section 10A(2) of the *Local Government Act 1993* in relation to matters which can be dealt with in the closed part of a meeting.

The matters and information are the following:

- (a) personnel matters concerning particular individuals (other than councillors)
- (b) the personal hardship of any resident or ratepayer
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret
- (e) information that would, if disclosed, prejudice the maintenance of law
- (f) matters affecting the security of the council, councillors, council staff or council property
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege
- (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (i) alleged contraventions of any code of conduct requirements applicable under section 440.

4.1 Establishment of a Regional Panel of Conduct Reviewers

This item is classified CONFIDENTIAL under section 10A(2) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or

It is not in the public interest to reveal the commercial information provided by the consultant.

RECOMMENDATION: That the Council move into a closed session to consider the following business together with any reports tabled at the meeting.

And further that pursuant to section 10A(1)-(3) of the *Local Government Act 1993*, the media and public be excluded from the meeting on the basis that the business to be considered is

classified confidential under the provisions of section 10A(2) as outlined above and that the correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the *Local Government Act 1993*.

Council closed its meeting at The public and media left the Chamber.

Open Council resumed at

RESOLUTIONS FROM THE CLOSED COUNCIL MEETING

The following resolutions of the Council while the meeting was closed to the public were read to the meeting by the Mayor:

5. CLOSE OF MEETING