

**TERMS OF REFERENCE OF THE MUNICIPAL MONITOR APPOINTED UNDER**  
**SECTION 179 OF THE LOCAL GOVERNMENT ACT 2020**  
**TO MONITOR GOVERNANCE PROCESSES AND PRACTICES**  
**AT STRATHBOGIE SHIRE COUNCIL**

Without limiting the municipal monitor's functions and powers under sections 180 and 181, respectively, of the *Local Government Act 2020* (the Act), the municipal monitor is:

1. To monitor the governance processes and practices of Strathbogie Shire Council (Council), with specific regard to the key areas of concern identified in the letter from the Mayor and Chief Executive Officer of the Council, dated 8 July 2021, including –
  - a. the Council's meeting proceedings and decision making, and councillor attendance at Council briefings, meetings and training and development sessions;
  - b. the Councillors' understanding and performance of their statutory roles and responsibilities, including the adequacy of the Council's councillor induction training program and any ongoing professional development opportunities;
  - c. the Council's Councillor Code of Conduct, councillor behaviour with respect to the Councillor Code of Conduct and processes for resolving disputes between councillors;
  - d. the Chief Executive Officer's policies and practices that manage the interactions between councillors and council staff and contractors, and compliance with those policies and practices;
  - e. the Council policies, processes and practices in relation to the health and safety of councillors and council staff; and
  - f. any other Council governance policies, processes and practices.
2. To advise on, and provide assistance and support to, the Council in relation to the Council's governance processes and practices, with specific regard to the matters raised in clause 1; and
3. To report to the Minister for Local Government, with respect to the matters in clause 1, on:
  - a. any steps or actions taken by the Council to improve its governance and the effectiveness of those steps or actions; and
  - b. any recommendations in relation to the exercise of any Ministerial power under the Act.