



GOLDEN PLAINS SHIRE

# AGENDA

## Council Meeting

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**6.00pm Tuesday 26 April 2022**

**VENUE:**  
**Golden Plains Civic Centre**  
**Council Chamber**  
**2 Pope Street, Bannockburn**

NEXT COUNCIL MEETING  
6.00pm Tuesday 24 May 2022

Copies of Golden Plains Shire Council's Agendas & Minutes  
Can be obtained online at [www.goldenplains.vic.gov.au](http://www.goldenplains.vic.gov.au)

## Code of Conduct Principles

### WORKING TOGETHER

We Councillors will:

- acknowledge and respect that a diversity of opinion exists among us;
- recognise that each of us has different life experience, knowledge and values, and that all of these contribute collectively to our discussions;
- behave with courtesy towards each other, Council officers and our citizens;
- conform to the policy and precedents that guide the conduct of meetings;
- attend punctually and participate in all relevant meetings, workshops and briefings;
- share reasonably in the representation, ceremonial and hosting tasks of the full Council; and
- honour the majority decisions made by the Council, irrespective of our own position, and explain these decisions frankly to the community, once made.

### BEHAVING WITH INTEGRITY

We Councillors will:

- identify our financial and personal interest, or potential interest, in any matter that comes before the Council;
- be honest and truthful;
- comply with laws and the regulations deriving there from;
- respect Council property and be frugal in its use, where allowed;
- avoid using our position for personal gain or to achieve advantage over others or to obtain preferential treatment;
- be sympathetic to the legitimate concerns of our citizens;
- act impartially when making decisions and have due regard to the needs of the community as a whole, rather than that of narrow vested interest; and
- acknowledge the role of Council officers in providing advice to us and in implementing Council decisions.

### MAKING COMPETENT DECISIONS

We Councillors will:

- without diminishing the short term focus, approach decisions with due regard to the long term needs of the municipality;
- form policies with regard to the needs of the entire Shire;
- direct our attentions to the strategic and statutory needs of the municipality rather than short term, transient, operational issues;
- seek to fully inform ourselves on the issues before Council before making a decision;
- take all reasonable steps to improve our knowledge of matters relevant to our municipal duties; and
- use and respect the professional knowledge of Council officers and other advisers to Council.

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**1 OPENING DECLARATION**

We the Councillors of Golden Plains Shire declare that we will undertake, on every occasion, to carry out our duties in the best interest of the community and that our conduct shall maintain the standards of the code of good governance so that we may faithfully represent and uphold the trust placed in this Council by the people of Golden Plains Shire

**2 ACKNOWLEDGEMENT OF COUNTRY**

Golden Plains Shire spans the Traditional lands of the Wadawurrung and Eastern Maar people. We acknowledge them as the Traditional Owners and Custodians. Council pays its respects to Wadawurrung Elders past, present and emerging. Council also respects Eastern Maar Elders past, present and emerging.

Council extends that respect to all Aboriginal and Torres Strait Islander People who are part of the Golden Plains Shire.

**3 APOLOGIES AND LEAVE OF ABSENCE****4 CONFIRMATION OF MINUTES****Recommendation**

That the minutes of the Council Meeting held on Tuesday 22 March 2022 as circulated, be confirmed.

**5 DECLARATION OF CONFLICT OF INTEREST****6 PUBLIC QUESTION TIME**

## **7 BUSINESS REPORTS FOR DECISION**

### **7.1 CITIZENSHIP CEREMONY**

**File Number:**

**Author:** Elise Holmes, Executive Assistant to the CEO

**Authoriser:** Eric Braslis, CEO

**Attachments:** Nil

#### **EXECUTIVE SUMMARY**

Council would like to congratulate the following residents on their decision to become Australian Citizens:

- Mr Jason Caruana who is from Malta and resides in Ross Creek
  - Ms Janeth Montilla-Guinane who is from the Philippines and resides in Bannockburn
  - Mrs Margaret Robinson who is from Northern Ireland and resides in Meredith
- 

A formal Citizenship Ceremony will take place at the commencement of the Council Meeting.

**7.2 CITIZEN RECOGNITION AWARD****File Number:****Author:** Elise Holmes, Executive Assistant to the CEO**Authoriser:** Eric Braslis, CEO**Attachments:** Nil

Golden Plains Shire is proud to recognise the fantastic achievements and contributions made by young people in the community. We are fortunate today to present a Citizen Recognition Award, which includes a certificate of recognition to Riley Dunn.

Riley Dunn is being recognised for his achievement in the sport of basketball.

- Riley is 16 years old and lives in Smythes Creek. He grew up watching his family members play basketball since the age of 2 and loved following his heroes in the NBA
- Riley commenced playing and training as a 6 year old and was recently successful in gaining selection in the Vic Country Team that competed in the Australian Under 18 Men's National Basketball Championships from 9 - 17 April 2022.

**7.3 DELEGATES REPORT - 23 MARCH 2022 TO 26 APRIL 2022****File Number:****Author:** Elise Holmes, Executive Assistant to the CEO**Authoriser:** Eric Braslis, CEO**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Delegates Report – 23 March 2022 to 26 April 2022

	Cr Kirby	Cr Cunningham	Cr Gamble	Cr Getsom	Cr Rowe	Cr Sharkey	Cr Whitfield
Council Meeting	✓	✓	✓	✓	Leave of absence	✓	✓
Councillor Briefing	✓	✓	✓	✓	Leave of absence	✓	✓
Strategic Councillor Briefing	✓	✓	✓	✓	Leave of absence	X	✓
Portfolios	N/A	N/A	✓	✓	Leave of absence	N/A	N/A

**Cr Gavin Gamble**

- 23 March - GP Windfarm – Briefing
- 24 March – G21 Extraordinary General Meeting
- 25 March – G21 Board Meeting
- 25 March - Interview with the Courier
- 27 March - Mannibadar Community Hall - 100 Year Anniversary
- 30 March - Batesford Riverstone Handover Ceremony
- 31 March - Development of the Gender Equality Action Plan presentation
- 31 March - Climate Change - Photo Op at Meredith Primary School
- 1 April - G21 Stakeholder Forum 2022
- 2 April - Official Opening of the Inverleigh Club Rooms Upgrade
- 2 April - Golden Plains Farmers Market & Golden Plains Community Fair
- 5 April – Meeting Procedures Workshop
- 5 April – Councillor Strategic Briefing
- 7 April - Tour of the Golden Plains Youth Hub
- 8 April - Peri Urban Councils Victoria - April Board Meeting
- 9 April - Inverleigh food swap
- 12 April - Official Opening of the Golden Plains Youth Hub
- 12 April - Meeting with the Hon Shaun Leane MP
- 25 April – Bannockburn and Teesdale Anzac Day Services



**Cr Brett Cunningham**

- 23 March - The University of Melbourne Respect Victoria Forum
- 31 March - Presentation of the development Gender Equality Action Plan
- 2 April - Golden Plains Farmers Market & Golden Plains Community Fair
- 2 April - Official Opening of the Inverleigh Club Rooms Upgrade
- 4 April - Tourism Greater Geelong & The Bellarine Board Meeting
- 5 April – Meeting Procedures Workshop
- 5 April – Councillor Strategic Briefing
- 8 April - Golden Plains Shire Council CCTV Steering Committee
- 12 April - Official Opening of the Golden Plains Youth Hub
- 23 April - Art Emergence
- 25 April – Shelford and Meredith Anzac Day Services

**Cr Ian Getsom**

- 27 March - Mannibadar Community Hall - 100 Year Anniversary
- 5 April – Meeting Procedures Workshop
- 5 April – Councillor Strategic Briefing
- 7 April - Linton Progress Association
- 7 April - Linton CFA meeting
- 9 April - Linton Football Night Game
- 12 April - Youth Hub Bannockburn
- 13 April - Haddon Lions Club Meeting
- 16 April - Smythesdale Community Market
- 21 April - Ballarat Now and In the Future
- 21 April - Timber Towns Meeting
- 25 April – Smythesdale and Haddon Anzac Day Services
- 26 April – Linton Anzac Day Service

**Cr Helena Kirby**

- 23 March - GP Windfarm – Briefing
- 29 March - Transport Accessibility Strategy Workshop Series Three
- 29 March - Back to Business
- 2 April - Official Opening of the Inverleigh Club Rooms Upgrade
- 2 April - Climate Emergency Plan Engagement Workshop
- 5 April – Meeting Procedures Workshop
- 5 April – Councillor Strategic Briefing
- 8 April - Pre-Federal Election Mayoral Roundtable with The Hon. Chris Bowen
- 12 April - Official Opening of the Golden Plains Youth Hub
- 21 April - Active Ageing and Inclusion External Reference Meeting
- 23 April - Art exhibition
- 25 April – Corindhap and Rokewood Anzac Day Services

**Cr Les Rowe**

- 30 March - Batesford Riverstone Handover Ceremony
- 2 April - Official Opening of the Inverleigh Club Rooms Upgrade
- 5 April – Meeting Procedures Workshop
- 5 April – Councillor Strategic Briefing

**Cr Owen Sharkey**

- 5 April – Meeting Procedures Workshop
- 5 April – Councillor Strategic Briefing
- 21 April – Geelong Regional Libraries Corporation (GRLC) Board Meeting

**Cr Clayton Whitfield**

- 27 March - Southern Open Studios Art Trail
- 1 April - G21 Stakeholder Forum 2022
- 2 April - Official Opening of the Inverleigh Club Rooms Upgrade
- 5 April – Meeting Procedures Workshop
- 5 April – Councillor Strategic Briefing
- 12 April - Official Opening of the Golden Plains Youth Hub
- 23 April – Art Emergence
- 25 April – Inverleigh Anzac Day Service

## 7.4 PREPARATION OF 2022-23 DRAFT BUDGET - ENDORSE FOR EXHIBITION

**File Number:****Author:** Fiona Rae, Manager Finance**Authoriser:** Simon Rennie, Director Corporate Services**Attachments:**

1. 2022-23 Draft Budget (under separate cover)
2. 2022-23 Draft Fees and Charges (under separate cover)

**RECOMMENDATION**

That Council:

1. In accordance with section 96 of the *Local Government Act 2020*, place the draft 2022-23 Annual Budget on public exhibition and that:
    - (a) The Chief Executive Officer by authorised to:
      - (i) Give public notice of this, in accordance with Section 94 and 96 of the *Local Government Act 2020*; and
      - (ii) Make available for public inspection the draft 2022-23 budget.
    - (b) Council consider any submissions to include in the 2022-23 Budget contained in the draft 2022-23 Annual Budget, made in accordance with Section 94 and 96 of the *Local Government Act 2020* at a Council Meeting to be held on Tuesday 7 June 2022.
    - (c) Council consider to adopt the 2022-23 Annual Budget at the Council meeting to be held on Tuesday 28 June 2022.
  2. Endorse the draft 2022-23 schedule of fees and charges for adoption at the Council meeting to be held on Tuesday 28 June 2022.
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**EXECUTIVE SUMMARY**

The 2022-23 Draft Budget has been prepared in accordance with the requirements of the *Local Government Act 2020*. The budget seeks to achieve the actions and activities set out in the Council Plan by balancing the demand for services and infrastructure with the community's capacity to pay.

**BACKGROUND**

Council is required to prepare a budget annually in accordance with the *Local Government Act 2020* which is required to be adopted by 30 June 2022 following a one month public consultation process.

**DISCUSSION**

The 2022-23 Draft Budget is appended to this report and includes a detailed list of the capital works program. The proposed fees and charges are provided in attachment two. The 2022-23 Draft Budget has been prepared based on the adopted principles within the 2021-2025 Council Plan and Financial Plan, however, some of the longer term assumptions have been altered to better reflect the current environment and known future changes.

The inputs to the draft budget have been presented to Council over the last 5 months commencing in December 2021 which is outlined in the table below.

<b>December 2021 Strategic Briefing</b>	2022/23 Budget overview presentation including key processes and timelines and outlined of Long Term Financial Plan. Explanation of how the Council Plan 2021-2025 will inform and be incorporated into the budget.
<b>February 2022 Strategic Briefing</b>	Update on budget timeline, outlining the inclusion of additional public consultation to prior years in the form of community stakeholder sessions in February. 2022-23 draft capital budget and draft new initiatives presented and discussed.
<b>March 2022 Strategic Briefing</b>	Update on status of key budget items and timeline, 2022/23 draft operating budget outlined, 2022/23 draft capital budget as updated, and full listing of new initiatives provided.
<b>April 2022 Strategic Briefing</b>	Presentation on 2022/23 Operating Budget including recommended new initiatives, 2022/23 Capital Budget with 10 year outlook, and 2022-23 draft fees and charges. Long Term Financial Plan key assumptions and key indicators presented.
<b>April 2021 Councillor briefing</b>	Draft budget for endorsement.

### ***Draft Operating Budget***

The budget seeks to maintain and improve services and infrastructure as well as deliver projects and services that are valued by our community, delivering these within the 1.75% rate cap increase mandated by the State Government. Key indicators of the 2022-23 budget:

- Total operating revenue of \$53.2m
  - Rate revenue modelled on pre-valuations with a 1.75% average rate cap increase in accordance with the Minister for Local Government's announcement in December 2021
  - Statutory fees as set by Statute
  - Waste Management Fee increase to \$389 per property following negotiation of new kerbside collection contract and inclusive of \$20/tonne State Government Landfill Levy increase
  - Council user fees at 1.75% increase apart from kindergarten fees which are based on cost recovery
  - Lomandra Drive land sales –\$3m
  - Windfarm income – \$415k (Mount Mercer and Berrybank windfarms)
- Operating expenditure of \$45.7m to continue to deliver services to the Golden Plains community.
  - Waste management costs increased by State Government mandated landfill levy increase and contracted expenses
  - Salaries and wages increase based on estimates of new Enterprise Bargaining Agreement
  - Additional budget of \$150k included for additional insurance costs following the MAV workcare scheme ceasing operations on 30 June 2021
- Operating surplus of \$7.4m
- Underlying surplus of \$0.1m

As indicated above, the 2022-23 Draft Budget is generating an adjusted underlying surplus of \$0.1m noting that this is above the Council's financial sustainability threshold of zero. Long term financial modelling confirms a stronger financial result in future years with a forecast in revenue from external sources such as the Berrybank windfarm and Lomandra Drive land sales.

The 2021-22 forecast is based on year-to-date financial trends, which indicates the adjusted underlying result will come in better than expected at a \$0.3m surplus compared to a budget deficit of (\$0.4m), also assisting the sustainability of the 2022-23 adjusted underlying surplus of \$0.1m.

### **Rating Strategy**

The Rating Strategy was reviewed during the year with the following key changes effective from 1 July 2022:

- Increase the vacant land differential from 200% to 205%
- Increase the farm broadacre differential from 85% to 87.5%
- Increase the farm intensive differential from 90% to 95%
- Increase business property differential rate increased from 120% to 130% for Bannockburn
- Reducing the municipal charge from \$310.60 to \$250

This year, rates will be based on new 2022 valuations with rate increases varying across the differential rating categories and individual properties. There can be a misunderstanding that as properties are revalued, council receives additional revenue. However, this is not the case, but instead the total revenue is re-distributed across all properties in the shire. As such, as property values increase, the rate in the dollar will decrease. Total income from rates can only be increased by the 1.75% rate cap, an increase from the 1.5% 2021-22 rate cap.

Council's current rating strategy ensures that the financial burden is shared equitably amongst ratepayers, whilst generating sufficient revenue to meet the increasing demands of future infrastructure and service needs of the Shire.

### **Capital Works Program**

The 2022-23 budget includes Capital Works investment of \$18.8 million with \$9.5 million funded out of council cash.

Major projects in the capital program include:

<b>Category</b>	<b>Project Description</b>	<b>2022-23 Budget \$,000</b>
Plant, Machinery & Equipment	Heavy Plant and Machinery	617
	Computer Hardware and Software	261
Infrastructure	Local Roads Resealing	1,000
	Local Roads Improvements <i>(Slate Quarry Road widening Meredith, Snowgum Road Dereel intersection, Thompson Road Maude rehabilitation)</i>	800
	Local Roads Resheeting	700
	Local Roads to Recovery <i>(Kopkes Road Haddon, Mt Mercer-Dereel Road Dereel)</i>	1,334
	Bridge Replacement <i>(Russell Bridge road)</i>	2,080
	Bridge Renewal <i>(Two Bridges Road Rokewood, Wilgul-Werneth Road-Howells Road Berrybank, Wurook Road Rokewood)</i>	600
	Inverleigh Drainage and Car Park	500

	Landfill Rehabilitation works	800
Recreational, Leisure & Community	Rokewood Community Hub	3,960
	Rokewood Netball Courts	651
	Linton Oval Reconstruction	780
Parks, Open Spaces and Streetscapes	Northern Streetscape Stage 1	650
	Meredith Multi Playspace	740

Key allocations in the capital program include:

- Funding has been redirected as compared to 2021-22:
  - Reseals retained at \$1.0m.
  - Local Road Improvements increased from \$0.70m to \$0.80m.
  - Specific Local Road Projects (subject to successful \$1.3m roads to recovery funding).
  - Gravel Resheeting retained at \$0.70m.
  - Footpaths & Trails decreased from \$350k to \$300k.
  - Kerb and Channel retained at 21-22 levels of \$250k.
  - Bridge renewal of \$600k included.
  - Bridge replacement/rehabilitation increased from \$1.4m to \$2.1m.
- Projects attracting significant grant funding include:
  - Rokewood Community Hub
  - Northern Streetscape
  - Meredith Multi Playspace
  - Rokewood Rec Reserve
  - Linton Oval Reconstruction

In addition, new Initiatives include:

- Future Road Design Work \$80k.
- Future Bridge Design Work \$80k.
- Future Drainage Design Work \$80k.
- Future Building Design Work \$100k.
- Sport & Rec Future Design Work \$100k.
- Environmental Initiatives \$75k.

## STRATEGIC ALIGNMENT

The 2022-23 Draft Budget also addresses the strategic objectives of the Golden Plains Shire's 2021-2025 Council Plan, which addresses the Four Themes (Strategic Priorities) of the Golden Plains Community Vision 2040 and the additional theme of Leadership. The 21 Strategic Objectives and the Strategic Priority they contribute to the achievement of are listed below:

### Strategic Objective 1: Community

- 1.1 Safe, resilient and proud communities
- 1.2 Celebrating and connecting communities
- 1.3 Community participation, engagement and ownership
- 1.4 Valuing community diversity and inclusion

### Strategic Objective 2: Liveability

- 2.1 Connected and accessible roads, crossings, paths and transport
- 2.2 Supporting healthy and active living
- 2.3 Provide for a diversity lifestyle and housing options
- 2.4 Attractive and well-maintained infrastructure and public spaces

### Strategic Objective 3: Sustainability

- 3.1 Valuing and protecting nature, cultural heritage and the environment
- 3.2 Effective and responsive waste services and education
- 3.3 Responsibly maintaining and managing natural landscapes and resources
- 3.4 Mitigating climate change and clean and green technology

### Strategic Objective 4: Prosperity

- 4.1 Education, learning and skill development
- 4.2 Supporting local producers, agriculture and business
- 4.3 Improved options for shopping, hospitality, tourism and events
- 4.4 Local employment and training
- 4.5 Partnerships, advocacy and opportunities for investment

### Strategic Objective 5: Leadership

- 5.1 Information and engagement to involve community in decision making
- 5.2 Accountable and transparent governance and financial management
- 5.3 Responsive service delivery supported by systems, resources and a skilled workforce
- 5.4 Planning, advocating and innovating for the future

## REPORTING AND COMPLIANCE STATEMENTS

*Local Government Act 2020 (LGA 2020)*

Implications	Applicable to this Report
<b>Governance Principles</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Policy/Relevant Law</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Environmental/Sustainability Implications</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Community Engagement</b> (Consideration of Community Engagement Principles under s.56 LGA 2020)	Yes
<b>Public Transparency</b> (Consideration of Public Transparency Principles under s.58 of LGA 2020)	Yes
<b>Strategies and Plans</b>	Yes

(Consideration of Strategic Planning Principles under s.89 of LGA 2020)	
<b>Financial Management</b> (Consideration of Financial Management Principles under s.101 of LGA 2020)	Yes
<b>Service Performance</b> (Consideration of Service Performance Principles under s.106 of LGA 2020)	Yes
<b>Risk Assessment</b>	Yes
<b>Communication</b>	Yes
<b>Human Rights Charter</b>	Yes

## GOVERNANCE PRINCIPLES

The 2022-23 Draft Budget has been prepared in accordance with the requirements of the *Local Government Act 2020*.

## POLICY/RELEVANT LAW

*Local Government Act 2020*

*Local Government Amendment (Fair Go Rates) Act 2015*

*Local Government (Planning and Reporting) Regulations 2020*

Financial Plan

Annual Budget

## ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

Environmentally sustainable design and construction is included for all projects.

## COMMUNITY ENGAGEMENT

The principles contained in the 2021-2025 Council Plan were adopted after an extensive community engagement and consultation process. As mentioned earlier in the report the Draft Budget has been prepared based on these adopted principles.

The 2022-23 Draft Budget is to be placed on public exhibition as part of the legislated one month consultation period. The draft budget will be made available for inspection and comment up to the 30 May 2022. Any person can make written comment on any proposal contained in the budget. Feedback will be heard at a council meeting on 7 June 2022.

## PUBLIC TRANSPARENCY

The public consultation process facilitates transparency of the budget submitted for adoption and all Council reports are available for the public to access.

## STRATEGIES/PLANS

The 2022-23 Draft Budget has been prepared ensuring consistency with Council's long term financial plan, and also ensuring alignment with the 2021-2025 Council Plan.

## FINANCIAL MANAGEMENT

The 2022-23 Draft Budget has been prepared in accordance with the *Local Government Act 2020*, *Local Government (Planning and Reporting) Regulations 2020*, Australian Accounting Standards and other mandatory professional reporting requirements. Financial sustainability is monitored by considering the financial result for the period and key financial indicators within Council's long term financial plan.



## **SERVICE PERFORMANCE**

Service performance levels are considered when developing the annual budget to ensure sufficient funds are available to meet required levels of performance.

## **RISK ASSESSMENT**

The 2022-23 Draft Budget has been prepared in accordance with the requirements of the *Local Government Act 2020* incorporating long term financial plan requirements to ensure financial sustainability over the short and long term.

## **COMMUNICATION**

The 2022-23 Draft Budget has been reported to Council as it has been formulated with a series of workshops held with Council to facilitate the development of the draft budget. The 2022-23 Draft Budget will be placed on public exhibition for a four week period up to 30 May 2022, with public submissions considered at the 7 June 2022 Council meeting, and adoption of the budget at the 28 June 2022 Council meeting.

## **HUMAN RIGHTS CHARTER**

It is considered that this report does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act 2006 (Vic).

## **OPTIONS**

### Option 1 – Council endorse the 2022-23 budget and endorse to place on public exhibition

This option is recommended by officers as it is a requirement of the Local Government Act 2020 to prepare an annual budget, place on public exhibition for a four week period, and formally adopt the budget by 30 June. Council have been provided with an extensive amount of information on all aspects of the budget and have also been involved in key decisions such as the level of expenditure included.

### Option 2 – Council request changes to be made to the 2022-23 budget prior to placing on public exhibition

This option is not recommended by officers as Council have been provided with an extensive amount of information on all aspects of the budget with opportunity for input throughout this process. Any changes made at this point would need to be completed prior to the April Council meeting to meet legislated timeframes of placing the budget on public exhibition.

## **CONFLICT OF INTEREST**

No officer involved in preparing this report has any conflicts of interest in regards to this matter.

## **CONCLUSION**

The strategies and long-term financial plans adopted by Council must underpin the preparation of the 2022-23 Draft Budget. It is also impacted by the Shire's unique demographics, increased demand for new services, population growth, extensive local road network of 1,800 kilometres and the competing interests between rural and urban communities.

In accordance with the legislation, Council will place the Budget out for public exhibition prior to the adoption of the final budget 2022-23 by 30 June 2022.

## 7.5 FINANCIAL STATEMENT - QUARTER THREE

**File Number:****Author:** Fiona Rae, Manager Finance**Authoriser:** Simon Rennie, Director Corporate Services**Attachments:**

1. Financial Dashboard (under separate cover)
2. Quarterly Finance Reports (under separate cover)

**RECOMMENDATION**

That Council note the content in the Quarterly Finance Report for the 9 months ended 31 March 2022

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**EXECUTIVE SUMMARY**

As at 31 March 2022, the Income Statement reports total operating revenue of \$40.5m and total operating expenditure of \$30.6m, which results in a year to date surplus of \$9.9m. This is \$1.4m favourable compared to the original budget, and \$4.3m favourable to the revised budget.

The Capital Works Statement indicates total capital works expenditure of \$12.6m, which is \$1.2m below the original budget, and \$7.5m below the revised budget. The revised budget includes projects totalling \$8.7m rolled forward for projects.

The Quarterly Finance Report will also be presented to the Audit and Risk Committee at the 10 May 2022 meeting for noting.

**BACKGROUND**

The content of this report assists Council to gain assurance in relation to financial management of Council's operations. Section 97 of the *Local Government Act 2020* requires a statement, comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date, to be presented to Council at least every three (3) months.

Council has completed nine (9) months of the 2021-22 financial year. The attached budget report has been prepared on an operating basis and includes a comparison of actual results for the period to 31 March 2022 to the annual budget adopted by Council for the following financial statements:

- Income Statement
- Balance Sheet
- Statement of Cash Flows
- Statement of Capital Works
- Corporate Summary
- Key Strategic Area Report
- Operating and Capital Grants

**DISCUSSION****Budget Report**

The operating result for the period is reporting a surplus of \$9.9m compared to the original budgeted surplus of \$8.5m and revised budgeted surplus of \$5.3m. This favourable variance of \$4.3m against the revised budget surplus is primarily due to:

- \$52k higher rates and charges revenue than revised budget (\$546k higher than original budget) due to higher levels of growth in customers and higher volumes of supplementary notices processed than estimated,
- \$210k higher operating grants due to unbudgeted COVID Safe Grants for Outdoor Activation received and a higher Working for Victoria grant compared to budget,
- \$476k capital grants lower than forecast with variance primarily due to timing of the receipt of Federal Bridge Renewal Program. Timing delays in a number of grants included in the original budget have been forecast to be received in 2022-23 (\$2.7m LRCI phase 3 grant, \$554k Roads to Recovery, \$436k Black Spot Program, and \$756k LRCI phase 2).
- \$234k higher other income than budget due to higher development activity,
- Contract and materials costs \$3.1m lower than revised budget due to underspends in recreation infrastructure maintenance, strategic planning, bridge maintenance, towns & rural drainage maintenance, and timing delays in garbage collection due to delays resulting from COVID19 impacts,
- Employee costs \$788k lower than revised budget due to budget phasing for sealed road routine maintenance \$202k with spend starting to increase from Feb onwards, and \$278k asset management, and \$235k YTD timing variance in workcover premiums.

The 'Adjusted Underlying Result' removes any non-recurrent grants used to fund capital expenditure, non-monetary asset contributions and other capital contributions to fund capital expenditure from the operating result. This formula is prescribed within the *Local Government (Planning and Reporting) Regulations 2020*.

At 31 March 2022 the 'Adjusted Underlying Result' is a surplus of \$6.8m, compared to a budget surplus of \$2.1m, this is due to the \$4.3m favourable variance in the operating result and timing of capital grants received. The 2021-22 underlying surplus is forecast at \$0.3m compared to a budget underlying deficit of (\$0.4m).

## Capital Projects

### ***Actual versus Budget***

Total expenditure in the Statement of Capital Works including commitments is \$12.6m, \$1.2m below the original budget of \$13.8m, and \$7.5m below the revised budget of \$20.1m.

The LRCI phase 3 funding of \$2.7m will be allocated to a number of infrastructure projects including the Public Open Spaces Asset Renewal project to renew or upgrade open space assets across the Shire which include bench seats, bubblers, lookout platforms, picnic shelters, pathways and public amenity blocks.

The capital program has delivered 63% of the YTD revised budget. The revised budget includes projects totalling \$8.7m rolled forward into 2020-21 for projects that span multiple years (refer attached capital projects report). Significant capital projects and amounts rolled forward include:

- Three Trails \$452k
- Slate Quarry Road Bridge Rehabilitation \$577k
- Lomandra Drive Stage 4 Development Costs \$1.38m
- Inverleigh Sporting Complex Clubroom Upgrade \$1.3m
- Bannockburn Soccer Club female friendly changerooms \$772k awarded
- Inverleigh Social Room Upgrade \$500k
- Bannockburn Youth Hub \$420k

**Delivery of Projects**

A number of projects have been completed during the quarter as outlined below:

Project	Project Budget \$	Project Cost \$	\$ Variance	% Variance	Comments
Local Roads Resealing	1,000,000	961,466	38,534	3.69% <i>Favourable</i>	Slightly under budget
Paddys Gully Road Bridge	636,000	565,388	70,612 <i>Favourable</i>	11.1% <i>Favourable</i>	Under budget due to competitive contractor rates
Lethbridge Cricket Nets Upgrade	170,000	174,748	4,748 <i>Unfavourable</i>	2.8% <i>Unfavourable</i>	Slightly over budget
Hard Wicket Replacement Program	75,000	73,343	1,657 <i>Favourable</i>	2.2% <i>Favourable</i>	Slightly under budget
Shelford-Mt Mercer Road	100,000	40,429	59,571 <i>Favourable</i>	40% <i>Favourable</i>	Blackspot project with expenditure lower than anticipated
Bannockburn Vic Park Court Upgrade	50,000	55,183	5,183 <i>Unfavourable</i>	5% <i>Unfavourable</i>	Slightly over budget

The following projects are on track to be delivered on time from 2021-22.

- Golden Plains Community & Civic Centre
- Bannockburn Bowls Upgrade
- Bannockburn Youth Hub
- Lethbridge Lighting and Irrigation Install

**Contracts approved under CEO delegation via the Contracts, Tenders and Grants Committee**

As part of continuous improvement and reporting in relation to procurement activities, contracts that have been awarded between the values of \$200,000 and \$400,000 are presented to the Contracts, Tenders and Grants Committee to recommend for approval to the CEO. Contracts awarded between these values during the quarter are listed in the table below.

<b>Contracts Awarded – Contract Value Between \$200,000 - \$400,000</b>			
Project	Approved by:	Awarded To	Contract Value \$
GPS-RFT-20-2021 Community Planning Program - External Consultant Services	CEO	Non Profit Training Pty Ltd	231,578
GPSC-RFT-16-2021 Craddocks Road & Meredith-Steiglitz Road Blackspot Projects	CEO	Roadside Services and Solutions Pty LTd	223,527
GPSC-EOI-02-2021 Provision of Health, Wellbeing and Community Development Programs in Dereel	CEO	Ballarat Community Health Ltd	203,400

Council officers have been pro-active with earlier planning of projects and allocation of budgets than traditional processes, which has enabled a number of tenders to be issued and awarded well in advance of a normal year. Projects advertised during the quarter include:

- GPSC-RFT-02-2022 Dardel Drive Subdivision
- GPSC-RFT-13-2022 Intersection Improvement – Derwent Jacks and Staffordshire Reef Rd, Berringa
- GPSC-RFT-15-2022 Road Improvement Works with Kerb and Channel – Byron Street North and Moore Street Stage 1
- GPSC-RFT-03-2022 Leighdale Equestrian Centre – New Arena Construction
- GPSC-RFT-06-2022 Lethbridge Fresh Water Lake Boardwalk Upgrade
- GPSC-RFQ-01-2022 Purchase of two Tipper Trucks

If there are contract variations to contracts valued over \$200,000 greater than 10% but less than 15% they will be reported to provide transparency in relation to variances. There was one contract variation of this nature during the quarter.

Project	Original Contract Value \$	Contract Value with variations \$	Variance
GPSC-RFT-07-2021 Bannockburn Youth Hub	432,508	488,157	14.15%

## REPORTING AND COMPLIANCE STATEMENTS:

*Local Government Act 2020 (LGA 2020)*

Implications	Applicable to this Report
<b>Governance Principles</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Policy/Relevant Law</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Environmental/Sustainability Implications</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Community Engagement</b> (Consideration of Community Engagement Principles under s.56 LGA 2020)	Yes
<b>Public Transparency</b> (Consideration of Public Transparency Principles under s.58 of LGA 2020)	No
<b>Strategies and Plans</b> (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	Yes
<b>Financial Management</b> (Consideration of Financial Management Principles under s.101 of LGA 2020)	Yes
<b>Service Performance</b> (Consideration of Service Performance Principles under s.106 of LGA 2020)	No
<b>Risk Assessment</b>	Yes
<b>Communication</b>	Yes

Human Rights Charter	Yes
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## GOVERNANCE PRINCIPLES

The Golden Plains Shire Council Quarterly Finance Report has been prepared in accordance with the *Local Government Act 2020*.

## POLICY/RELEVANT LAW

*Local Government Act 2020*

*Local Government Amendment (Fair Go Rates) Act 2015*

*Local Government (Planning and Reporting) Regulations 2020*

Financial Plan

Annual Budget

## ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

Environmentally sustainable design and construction is included for all projects.

## COMMUNITY ENGAGEMENT

A formal consultation process was not required.

## STRATEGIES/PLANS

Financial reports are prepared ensuring consistency with Council's long term financial plan.

## FINANCIAL MANAGEMENT

The Quarterly Finance Report is focused on the financial management and results for the reporting quarter. Council's financial management processes are in accordance with the *Local Government Act 2020*, *Local Government (Planning and Reporting) Regulations 2020*, Australian Accounting Standards and other mandatory professional reporting requirements. Financial sustainability is monitored by considering the financial result for the period and reporting key financial indicators on the financial dashboard.

## RISK ASSESSMENT

In accordance Section 97 of the *Local Government Act 2020* a Quarterly Finance Report comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is required to be presented to Council at least every three months.

## COMMUNICATION

The Quarterly Finance Report will be presented at the 10 May 2022 Audit and Risk Committee meeting for noting.

## HUMAN RIGHTS CHARTER

It is considered that this report does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act 2006 (Vic).

## OPTIONS

### Option 1 – Council note this report

This option is recommended by officers as the Quarterly Finance Report has been prepared in accordance with the *Local Government Act 2020* and presents a favourable financial result to budget and strong financial position.

**CONFLICT OF INTEREST**

No officer involved in preparing this report has any conflicts of interest in regards to this matter.

**CONCLUSION**

The content included in this agenda and the attached documents are consistent with the adopted Budget and long term

Financial Plan after taking to account the movements described above. Officers will continue to monitor variances over the remainder of the year, to ensure Council's operating sustainability is maintained.

## 7.6 ADOPTION OF CUSTOMER EXPERIENCE STRATEGY 2022-2026

**File Number:****Author:** MJ Gouloupoulos, Team Leader People and Customer Service**Authoriser:** Simon Rennie, Director Corporate Services**Attachments:** 1. Customer Experience Strategy 2022-26 (under separate cover)**RECOMMENDATION**

That Council:

1. Notes that the Draft Customer Experience Strategy 2022-2026 has been on public exhibition for a period of three weeks between 23 March – 13 April 2022.
  2. Adopts the Customer Experience Strategy 2022-2026 (attached).
- 

**EXECUTIVE SUMMARY**

A key component in the Council Plan 2021-2025 is to: 'improve the customer experience and build commitment and accountability to service standards and timely responsiveness.'

The Customer Experience Strategy 2022-2026 (the Strategy) will give Council an overarching philosophy as well as an explicit action plan to improve its customer experience. The central aim of the Strategy is to strengthen consistency and ensure staff are all 'on the same page' when it comes to the experiences delivered to customers.

At its meeting on 22 March 2022 Council resolved to endorse the draft Customer Experience Strategy 2022-2026 for public exhibition. Following a three-week exhibition period during where no submissions were received, this report recommends adoption of the Strategy.

**BACKGROUND**

The development of the Strategy commenced in late 2021, as it is a key objective of the 2021-2025 Council Plan (objective 5.3). The Strategy has been developed in consultation with customers and employees and acknowledges Council's commitment to improve customer experience by delivering strong customer commitments and a detailed action plan for the next four years.

**DISCUSSION**

The Strategy focuses on the overall experience of Council's customers through recognising that the experience customers have when interacting with Council goes beyond the initial interaction with the Customer Service team. Rather we recognise that all Council employees have a role to play.

Moving away from the traditional mindset of 'customer service' ensures Council empowers its employee to deliver 'wow' experiences to customers. Council is committed to uplifting the customer experience across the whole organisation, and the Strategy will support this vision with:

- A clear outline of what Council's customers expect and value when interacting with staff and the organisation
- Customer-focussed commitments that will help empower all Council employees to improve customer experiences
- A clear action plan that will address current state challenges and help Council meet its goals for customer experience



The development of the Strategy included gathering data and feedback from Council's customers and employees to assess the current state of customer experience. This feedback was captured through customer surveys and staff workshops with a focus on the following areas;

- Customer expectations when interacting with Council
- Customer challenges and delights from previous interactions
- Preferred methods and channels of communication
- Internal barriers and challenges employees experience in customer interactions
- Employee's ideas and opportunities for the future of the customer experience

This feedback has been collated and synthesised in the Strategy and used to develop Council's commitment to the customer experience and will guide the delivery of a range of initiatives and activities to enhance our customer experience through the development of a detailed action plan.

The Strategy puts in focus Council's clear direction for customer experience and the commitment it makes to customers which aligns with the broader Council Plan and reflects the Vision and Values of the organisation. These commitments are:

- Make it Easy – to provide a simple and seamless experience that ensures good customer outcomes
- Make it Meaningful – to listen with empathy and demonstrate genuine care for customers at all times
- Make it Transparent – to be honest in every interaction and keep customers informed through the journey
- Make it Consistent – to ensure a consistent experience regardless of who a customer is interacting with
- Make it Accessible – to meet customers where they're at and empower them to interacting with Council

The broad aim of the Strategy is to strengthen Council's commitment to being a customer customer-first organisation. This will be supported by the action plan and program of work that will help Council deliver its customer promise.

The action plan sets out the program of work to support the implementation of the strategy and achieve positive customer outcomes in three focus areas;

- Awareness and accountability of customer experience
- Collaborative approach to customer experience
- Customer-centric systems and process

Lastly, the Strategy includes Council's commitment to monitor and evaluate the strategy and program of work, through regular reporting and feedback loops to ensure Council delivers on its customer promise.

Following adoption of the Strategy will be placed on display and action plan implemented as of June 2022 and will be reported on and reviewed annually.

## REPORTING AND COMPLIANCE STATEMENTS

*Local Government Act 2020 (LGA 2020)*

Implications	Applicable to this Report
<b>Governance Principles</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	No
<b>Policy/Relevant Law</b>	No

(Consideration of the Governance Principles under s.9 of LGA 2020)	
<b>Environmental/Sustainability Implications</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	No
<b>Community Engagement</b> (Consideration of Community Engagement Principles under s.56 LGA 2020)	Yes
<b>Public Transparency</b> (Consideration of Public Transparency Principles under s.58 of LGA 2020)	No
<b>Strategies and Plans</b> (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	Yes
<b>Financial Management</b> (Consideration of Financial Management Principles under s.101 of LGA 2020)	No
<b>Service Performance</b> (Consideration of Service Performance Principles under s.106 of LGA 2020)	No
<b>Risk Assessment</b>	Yes
<b>Communication</b>	Yes
<b>Human Rights Charter</b>	Yes
<b>Gender Equality</b> (Consideration of the Gender Equality Act 2020 and obligations to conduct gender impact assessments on new or reviewed policies, procedures and services that have a significant and direct impact on the public)	Yes

## COMMUNITY ENGAGEMENT

The Strategy was developed in consultation with our customers and organisation through the use of customer surveys and employee workshops between 10 Jan – 14 Feb 2022. Eighty-Five (85) customers responded to customer surveys and forty (40) employees participated in workshops. Alongside this, Council also analysed customer interaction data collected through its Customer Service team from the last three years to understand the reasons customers contact Council and channels of communication.

The key feedback and insights are outlined on between pages 8 – 11 in the Strategy and outline customer priorities and internal opportunities for improvement.

Workshops have also been conducted with Council's Senior Management Team and Vision & Values champions to ensure Council is engaged in the development of the Strategy and action plan.

## STRATEGIES/PLANS

The Strategy will set the strategic directions for the next four year-period and is building on the previous Customer Service Strategy 2015-2018. It aligns with the broader 2021-2025 Council Plan.

## RISK ASSESSMENT

There are no identified risk implications associated with this report. Each significant project will be assessed for inherent risks and mitigation strategies will be put in place. It is not anticipated that any project would present a significant risk for Council.

## COMMUNICATION

Exhibition of the draft Strategy for public comment was widely communicated. Promotion of the completed Strategy will be undertaken via Council's usual communication channels.

**HUMAN RIGHTS CHARTER**

It is considered that this report does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act 2006 (VIC).

**GENDER EQUALITY**

This report has considered the gender equality principles as set out in the Gender Equality Act 2020.

**OPTIONS**Option 1 – That Council adopt the Customer Experience Strategy 2022-2026

This option is recommended by officers as it has been developed following a consultation period involving survey, workshops and aligns with the Council Plan and give Council an overarching principal on how to improve customer experience.

Option 2 – That Council does not adopt the Customer Experience Strategy 2022-2026

This option is not recommended by officers as the Strategy has been developed in line with the Council Plan to give Council an overarching principal on how to improve customer experience.

**CONFLICT OF INTEREST**

No officer involved in preparing this report has any conflicts of interest in regard to this matter.

**CONCLUSION**

The Strategy provides a framework to improve Council's customer experience and build Council's commitment and accountability to service standards and timely responsiveness. The Strategy, which will be reviewed annually and supported by a detailed action plan, which will also be reviewed annually along with a program of work to deliver on its customer promise for the next four years.

## 7.7 LOCAL GOVERNMENT PERFORMANCE REPORTING INDICATORS - 6 MONTHLY REPORT 21/22

**File Number:****Author:** Sophie Brown, Acting Governance and Legal Services Officer**Authoriser:** Simon Rennie, Director Corporate Services**Attachments:** 1. LGPRF 6 Monthly Report 21-22 (under separate cover)**RECOMMENDATION**

That the Council receive the six-monthly report on the Local Government Performance Reporting Indicators (Attachment 1) for the period 1 July 2021 to 31 December 2021

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**EXECUTIVE SUMMARY**

Council is required under the *Local Government Act 2020* and Local Government (Planning and Reporting) Regulations 2020 to report on its performance in accordance with the Local Government Performance Reporting Framework (LGPRF).

Council's performance against LGPRF measures is reported to management, the Audit & Risk Committee and Council on a six-monthly basis and included in the Golden Plains Shire Council Annual Report.

**BACKGROUND**

The Local Government Performance Reporting Framework (LGPRF) is a key initiative developed by Local Government Victoria (LGV) within the Department of Environment, Land, Water and Planning (DELWP) to improve the transparency and accountability of Council performance.

The LGPRF requires Councils across Victoria to measure and report on performance in a consistent way. The mandatory performance reporting became a requirement for Local Government from the 2014-15 Local Government annual budgeting and reporting cycle onwards.

The framework is made up of 66 measures and a governance and management checklist of 24 items which together build a comprehensive picture of Council performance.

Council's performance against LGPRF measures is reported to management, the Audit & Risk Committee and Council on a six-monthly basis and also included in the Golden Plains Shire Council Annual Report.

The performance data for each financial year is additionally made publicly available. The 'Know Your Council' website [www.knowyourcouncil.vic.gov.au](http://www.knowyourcouncil.vic.gov.au) provides an opportunity for the community to access performance data for each Council and compare that data against similar Councils.

**DISCUSSION**

The six-monthly report at end of Quarter 2 covering the period 1 July 2021 - 31 December 2021 is provided (Attachment 1) for Council's information.

The data captured in the report shows Council's performance for the first six months of the 2021/22 year against the LGPRF indicators.

Data is measured against last year's performance with the aim of maintaining all areas that were tracking well and improving those that weren't.

Of the 55 indicators reported, 27 of these showed positive change against the 20/21 Quarter 2 result and another 19 indicators were below the previous year results. 6 indicators remained the same compared to the 20/21 Quarter 2 result. 3 indicators relating to Council's community satisfaction survey (indicators G2, G5 and R5) are not yet available as the 2021-2022 Community Satisfaction Survey results are not released until June 2022.

It should be noted that many of these indicator results are cumulative results and will increase each quarter, possibly changing the positive/negative status by 21/22-year end.

Key areas to note are as follows:

- Animal Management requests continue to be actioned within 1 day. There was 1 animal management prosecution in Quarter 2, and the cost of the animal management service has seen a decrease compared to the mid-year 20/21 reporting period.
- G1 – Council decisions made at meetings closed to the public has increased, with 7 resolutions made in confidential in the first 6 months of the 21/22 period. The impact of the Aged Care Reform and several contractual decisions impacted this increase.
- G3 – Councillor attendance at Council Meetings is recorded at 100% for the six-monthly period. This represents 6 scheduled meetings and two unscheduled meetings within this period.
- L1 – Current assets compared to current liabilities indicator reflects a reduction in cash and debtor balances in Q2 compared to Q1.
- L2 – Unrestricted cash compared to current liabilities reflects a reduction in cash by \$5 million in Q2 compared to Q1.
- O2 – Loans and borrowings compared to rates indicator reflects a \$480,000 reduction in loans in Q2 compared to Q1.
- LB1 – Physical library collection usage has started to increase with the COVID restrictions easing. To enable loans of physical collection items, Click & Collect service was offered to all members during closure periods.
- R4 – Cost of sealed local road resealing has increased. Major pavement preparation is required prior to reseals which may have increased rates.
- R3 – Cost of sealed local road reconstruction has decreased. Road reconstruction projects are based on tendered projects and widening works of rural roads.
- Kerbside bin collection requests increased considerably from Q1 to Q2, and there was a slight reduction in kerbside collection bins missed. 35.8% of kerbside collection waste was diverted from landfill in Q2.
- Results for indicators relating to Community Satisfaction will not be available until survey results are reported annually in June 2022.

A final report for the 2021/22 year will be provided to the Audit and Risk Committee at either the September 2022 or November 2022 meeting pending finalisation of results by Know Your Council, and then subsequently to Council. The data will also be uploaded to the Know Your Council Website which allows Council to track their progress against similar and all Councils in Victoria for the same period.

## REPORTING AND COMPLIANCE STATEMENTS:

*Local Government Act 2020 (LGA 2020)*

<b>Implications</b>	<b>Applicable to this Report</b>
<b>Governance Principles</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Policy/Relevant Law</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Environmental/Sustainability Implications</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	No
<b>Community Engagement</b>	No

(Consideration of Community Engagement Principles under s.56 LGA 2020)	
<b>Public Transparency</b> (Consideration of Public Transparency Principles under s.58 of LGA 2020)	Yes
<b>Strategies and Plans</b> (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	No
<b>Financial Management</b> (Consideration of Financial Management Principles under s.101 of LGA 2020)	No
<b>Service Performance</b> (Consideration of Service Performance Principles under s.106 of LGA 2020)	Yes
<b>Risk Assessment</b>	No
<b>Communication</b>	Yes
<b>Human Rights Charter</b>	No
<b>Gender Equality</b> (Consideration of the Gender Equality Act 2020 and obligations to conduct gender impact assessments on new or reviewed policies, procedures and services that have a significant and direct impact on the public)	No

## GOVERNANCE PRINCIPLES

In accordance with the principles in Section 9 of the *Local Government Act 2020*, the half-yearly reporting of the LGPRF Indicators to the Audit and Risk Committee will specifically:

- Contribute to innovation and continuous improvement
- Ensure transparency of Council decisions, actions and information.

## POLICY/RELEVANT LAW

Reporting on the LGPRF indicators ensures compliance with the *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations 2020*.

## PUBLIC TRANSPARENCY

Council's performance against LGPRF measures will be presented to a public Council meeting six-monthly and reported in the Golden Plains Shire Council Annual Report.

## SERVICE PERFORMANCE

Reporting on the LGPRF Indicators provides valuable insights on the delivery of service performance principles under s.106 of the *Local Government Act 2020*.

## COMMUNICATION

Council's performance against LGPRF measures will be presented to a public Council meeting six-monthly and reported in the Golden Plains Shire Council Annual Report.

## HUMAN RIGHTS CHARTER

It is considered that this report does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act 2006 (Vic).

**GENDER EQUALITY**

This report has considered the gender equality principles as set out in the Gender Equality Act 2020.

**OPTIONS**Option 1 – That Council receive and note the six-monthly report in its present form.

This option is recommended by officers as all available indicator results for the first half of the 21/22 period appear in the report.

Option 2 – That Council do not receive and note the six-monthly report.

This option is not recommended by officers as the report is to provide an update on progress only.

Option 3 – That Council require further information.

This option is not recommended by officers as all available LGPRF indicators have been reported on. Further requests for additional information or changes may be implemented in future reports.

**CONFLICT OF INTEREST**

No officer involved in preparing this report has any conflicts of interest in regards to this matter.

**CONCLUSION**

This report provides information on Council's performance in relation to the LGPRF strategic indicators contained in the Local Government (Performance Reporting) Framework 2014 which provide a transparent reporting mechanism to the community in relation to Council's performance.

## 7.8 NORTHERN STREETSCAPE FRAMEWORK PLAN - ADOPTION

**File Number:****Author:** Richard Brown, Manager Community Places & Environment**Authoriser:** Phil Josipovic, Director Infrastructure and Development**Attachments:** 1. Northern Streetscape Framework Plan (under separate cover)**RECOMMENDATION**

That Council:

1. Adopt the Northern Streetscape Framework Plan.
2. Endorse the preparation of an Implementation Plan.
3. Send the adopted Framework Plan to the relevant State Departments and advocate for their continued support through the implementation of the plan.

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**EXECUTIVE SUMMARY**

The Northern Streetscape Project was formulated to enhance the streetscapes of Linton, Scarsdale and Smythesdale in the north of Golden Plains Shire.

The first stage of this project has been the development of the Northern Streetscape Framework Plan. This plan has been developed to guide the ongoing design and implementation of the works associated with delivering this project.

The work to date has largely been funded by the Berrybank Community Benefit Deed. Significant community consultation was conducted during the development of this plan.

The Northern Streetscape Framework Plan requires Council endorsement for the project to be able to proceed. Council will consider significant capital funds in future financial year budget deliberations as well as identifying suitable Government funding opportunities to achieve the goals of the project.

**BACKGROUND**

In 2019, funds from the Berrybank Community Benefit Deed enabled Golden Plains Shire Council to begin the design process on the Northern Streetscapes Project ("Project").

The Project is set to deliver beautification upgrades to enhance the character of the three town centres of Linton, Scarsdale and Smythesdale that form the northern corridor of Golden Plains Shire along the Glenelg Highway, popular with residents and visitors travelling in and out of Ballarat.

The Project will be delivered with respect to Regional Roads Victoria's road safety standards, noting that this beautification project does not encompass major modification of road alignment, major intersection upgrades or undergrounding of power.

**DISCUSSION**

In 2021 Golden Plains Shire engaged Tract Consultants (Tract) to assist in the Project by developing a Framework plan to help identify opportunities for improving the three streetscapes.

The intent of a Framework plan is to provide high-level conceptual designs that can be costed, sequenced, progressed to detailed design and delivered.

The development of the Framework plan was heavily influenced through the involvement and input from key stakeholders – notably the Department of Transport (DoT) and the community. The aim was to ensure the opportunities identified were realistic in the context of working in proximity to the Glenelg Highway, a DoT asset, yet informed by and aligned with community sentiment. A brief timeline of the project has been outlined below:



**April 2021:**

- Tract engaged
- Initial Site Inspection with GPS, Tract and DoT representatives

**May - July 2021:**

- Community Engagement – Round 1 – Community perception and ideas for improvement
  - Online – 13 May – 3 July
  - Face-to-face – 3 July

**November – December 2021:**

- Community Engagement – Round 2 – Review and feedback of draft Framework
  - Online – 11 November – 14 December
  - Face-to-face – 27 November

N.B. Covid-19 restrictions and lockdowns severely impacted project delivery by delaying the ability to consult with the community.

The two rounds of community consultation provided the community with an ability to provide meaningful input into the initial conceptual development of the Framework. It then allowed the community to review and supply feedback on the initial concept designs. Community engagement reports for each round of consultation are attached.

Individual community feedback was thematically grouped into 6 pillars to provide structure and channel feedback on the framework. These 6 pillars are:

- Road Function
- Parking
- Pedestrian Safety & Access
- Trees & Planting
- Street Furniture & Place making
- Maintenance

As noted in the Background section of this report, the project excludes any consideration of major road modification, realignment, upgrades or the undergrounding of any power. As such, the suggestions put forward in the Framework plan are concentrated on the 5 pillars excluding Road Function.

It is important to note that community feedback that fell within this pillar has not been ignored. Whilst it has not featured heavily in the individual design responses, it will be passed onto the relevant State departments and assist in future advocacy efforts for infrastructure improvement within the Shire.

The report is structured by providing a high-level overview of the project objectives and a summary of the community feedback. Each township is then addressed individually providing details of the specific community feedback, site analysis, design response and suggested planting palette before concluding with a 'before' photo and indicative artist impression 'after' sketch.

The Final Framework Plan is attached for review.

Some consistent messages were identified as part of the development of the Framework - these were:

- Improve pedestrian safety by increasing, formalising or improving road crossing points
- Advocate for slower vehicle speeds through each of the townships

- Improve Council maintenance in each township
- Increase the provision of, or upgrade, street furniture

The majority of works associated with the Framework plan are seen as capital upgrades. These will be able to be completed by Golden Plains Shire Council or delivered in close collaboration with DoT/Regional Roads Victoria over a number of years as funding becomes available.

Streetscape maintenance, however, is not a capital upgrade and the majority of these works fall to operational programs within the organisation. To address these concerns a separate Open Space Management Plan is in the process of being developed that will provide improved clarity and definition of standards associated with the maintenance to each of the open space areas within the three townships. This plan is expected to be completed in 2022 and brought to Council for consideration.

Once the framework plan has been adopted the Project can move into the next phase where individual project elements can be identified, sequenced, costed, planned, designed and implemented. It is expected that this will be broken into 2 distinct types of works:

- Minor works - these will be able to be implemented without the need for extensive design and include elements such as modification to street furniture.
- Major works – these will require more extensive detailed design and collaboration with external stakeholders and include elements such as the implementation of additional formal crossing points.

Council has identified the need for Capital funds to be set aside for the ongoing development and implementation. \$650,000 is being proposed in each of the next two financial years. It is expected that these funds will be able to be used to leverage external grant funding or contribution opportunities.

## REPORTING AND COMPLIANCE STATEMENTS

*Local Government Act 2020 (LGA 2020)*

Implications	Applicable to this Report
<b>Governance Principles</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Policy/Relevant Law</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	No
<b>Environmental/Sustainability Implications</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	No
<b>Community Engagement</b> (Consideration of Community Engagement Principles under s.56 LGA 2020)	Yes
<b>Public Transparency</b> (Consideration of Public Transparency Principles under s.58 of LGA 2020)	Yes
<b>Strategies and Plans</b> (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	Yes
<b>Financial Management</b> (Consideration of Financial Management Principles under s.101 of LGA 2020)	Yes
<b>Service Performance</b> (Consideration of Service Performance Principles under s.106 of LGA 2020)	Yes
<b>Risk Assessment</b>	No

<b>Communication</b>	Yes
<b>Human Rights Charter</b>	Yes

<b>Gender Equality</b> (Consideration of the <i>Gender Equality Act 2020</i> and obligations to conduct gender impact assessments on new or reviewed policies, procedures and services that have a significant and direct impact on the public)	No
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## GOVERNANCE PRINCIPLES

The intent of the Project and the Framework plan is to improve the streetscape amenity within the three nominated townships. The Framework plan has been developed with community input as well as input from relevant State Government departments.

The works associated with the Framework plan are expected to be delivered via a combination of internal Council resources and funded by Council contribution as well as external grants that may be available.

## ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

The Framework plan acknowledges the importance of trees in the streetscapes of these townships and aims to complement the Environment Strategy 2019-2029 by preserving or increasing canopy coverage in the three townships.

## COMMUNITY ENGAGEMENT

Several rounds and types of community engagement were employed as part of the development of the Framework plan. There were two distinct rounds:

Round 1 – June/July 2021 – Online and in-person in all three townships – This round was focused on understanding the current community perception of these streetscapes and designed to inform the development of the draft Framework plan.

Round 2 – November/December 2021 - Online and in-person in all three townships – This round was focused on seeking community feedback on the draft Framework plan. This allowed for testing the design principles and assumptions against community perceptions and for the final Framework plan to be developed.

The full report from each of the community engagement sessions is attached.

## PUBLIC TRANSPARENCY

This project has undergone extensive community consultation to ensure transparency in the decision making and development of the Framework.

## STRATEGIES/PLANS

The development of the Framework plan was done with due consideration of the Smythesdale structure plan, future residential and commercial development plans and the Golden Plains Environment Strategy 2019-2029. The development of all aforementioned plans involved considerable community engagement and input

## FINANCIAL MANAGEMENT

This project has been funded with a mix of funding sources that include Council Capital and Berrybank Community Benefit Deed funding.

Future works are expected to be funded from a range of sources that include Council Capital, future grant funding opportunities (multiple sources) and advocating for State Government investment.

## **SERVICE PERFORMANCE**

The majority of the works proposed as part of the Framework plan have a limited impact on Council service performance. The streetscape improvements proposed in the three northern townships complement other streetscape improvements that have been seen in other townships in the southern end of the Shire such as Inverleigh, Bannockburn and Meredith.

A key theme from the community engagement response was the desire to see an improved level of maintenance across the three streetscapes. The development of these details will form part of the Golden Plains Shire Open Space Management plan, which is currently in development. Existing resources are expected to be able to manage this requirement and any future changes as a result of the implementation of the Framework plan.

## **RISK ASSESSMENT**

There are identified risk implications associated with this report, detailed below:

There would be risk associated with adopting the framework and then not proceeding with any implementation. However, this risk is expected to be minimal given the level of investment to date and the future funding allocated in the Long-Term Financial Plan, as well as the contributions towards the project from the Berrybank Community Benefit Deed. It is also expected that co-contributions in the form of direct investment as well as grants or donations would be possible from a variety of sources.

Many of the elements contained within the Framework plan aim to lower community risks associated with the Glenelg Highway, which that runs through all three townships.

## **COMMUNICATION**

The Framework plan will be communicated to the community via Council's standard communication channels.

Third parties mentioned in the Framework Plan have been contacted during the development of the plan and will be sent a final copy.

## **HUMAN RIGHTS CHARTER**

It is considered that this report does not impact negatively on any rights identified in the *Charter of Human Rights and Responsibilities Act 2006 (VIC)*.

## **GENDER EQUALITY**

This report has considered the gender equality principles as set out in the *Gender Equality Act 2020*.

## **OPTIONS**

### Option 1 – Council adopts the Framework Plan

This option is recommended by officers as the Framework plan has been developed with substantial input from the community and promises to deliver significant benefits to the three townships. Adoption of the Plan will enable the project to progress. It is expected that further community engagement will be required as the project progresses and Council will be kept informed of project development.

### Option 2 – Council does not adopt the Framework Plan

This option is not recommended by officers as the community has a keen expectation that the engagement completed to date will result in the adoption of a Framework plan and eventual implementation of streetscape upgrades that they have helped identify.

### Option 3 – Council delays the adoption of the Framework Plan

This option is not recommended by officers as there is little to no benefit in delaying the adoption of the Framework Plan.

**CONFLICT OF INTEREST**

No officer involved in preparing this report has any conflicts of interest in regards to this matter.

**CONCLUSION**

The final Framework plan provides Golden Plains Shire with a well-informed, community driven approach to improving the three streetscapes. Once adopted by Council, work will be able to begin to sequence the works, progress through to detailed design and implement the upgrades. It is expected that the community will continue to have input where appropriate as well as being kept informed on project progress throughout the process of implementation.

## 7.9 DRAFT ASSET PLAN 2022-2032 - ENDORSE FOR EXHIBITION

**File Number:****Author:** Wendy McAlpine, Coordinator Strategic Asset Management and Systems**Authoriser:** Phil Josipovic, Director Infrastructure and Development**Attachments:** 1. Draft Asset Plan 2022-2032 (under separate cover)

### RECOMMENDATION

That Council:

1. Note the requirement to develop and adopt an Asset Plan by 30 June 2022 in accordance with Section 92 of the Local Government Act 2020.
  2. Endorse the Draft Asset Plan 2022-2032 for public exhibition and invite submissions from 27 April until 18 May 2022.
  3. Note the final draft Asset Plan 2022-2032 will be presented to Council at the 28 June 2022 Council meeting with due regard to community submissions.
- 

### EXECUTIVE SUMMARY

Section 92 of the Local Government Act 2020 includes a new requirement for Councils to prepare an Asset Plan for the period of the next 10 financial years. The inaugural Asset Plan is required to be adopted by 30 June 2022. An Asset Plan:

- Must be developed, adopted and actioned in accordance with Council's deliberative engagement practices.
- Must cover the period of at least the next 10 financial years.
- Must include information about maintenance, renewal, acquisition, expansion, upgrade, disposal, and decommissioning in relation to each class of infrastructure asset under control of the Council.
- Based on currently available data, the asset funding gap over the next 10 years is estimated at \$84.7 Million.

### BACKGROUND

The Asset Plan summarises the key elements of individual Asset Management Plans which have been developed for each major asset class.

The purpose of the *Asset Plan* is to:

- Show how Council will responsibly manage its assets to meet the service delivery needs of the community into the future in a cost-effective way.
- Define the services to be provided, the service standards that Council aims to achieve, and the measures to be used to monitor performance.
- Summarise the operating and capital expenditure requirements for infrastructure assets.
- Ensure that there is integration between asset management planning outcomes and strategic objectives, *Long Term Financial Plan*, and *Annual Budget*.
- Maximise alignment with Council, Regional and Government Strategies, Policies and Plans that effect the management of infrastructure assets.
- Make sure Council complies with legislative obligations.

The development of the *Asset Plan* is dependent and relies upon an understanding of the performance of Council assets and a number of key assumptions. Assumptions and forecasts will

change based on enhancement of Council's asset knowledge along with ever evolving internal and external drivers.

Ongoing development and review of the *Asset Plan* will promote the viability and long-term use of assets in line with the aspirations of the community and Council's strategic objectives. The *Asset Plan* will be actively monitored and updated to reflect any major changes.

## DISCUSSION

Whilst Council manages an extensive portfolio of assets, the *Asset Plan* covers all infrastructure that is recognized as an asset of Golden Plains Shire Council, including:

- Sealed Roads and Car Parks
- Kerb and Channel
- Gravel Roads
- Bridges and Major Drainage Structures
- Footpaths and Trails
- Buildings
- Stormwater Drainage Assets
- Open Space Assets

The main theme underpinning the *Asset Plan* and broader asset management planning principles is ensuring responsible stewardship of assets to meet the needs of tomorrow's community.

This acknowledges the many and varied factors that influence the delivery of our community's infrastructure. Some of these challenges are legacy issues, others are simply the demands of a progressive society that is constantly seeking to improve. Either way, Council is responsible for ensuring that its infrastructure contributes to achieving Council's long-term aspirations and supports a healthy, well connected, and prosperous community.

A key component of the *Asset Plan* includes how Council is investing in infrastructure assets. Funding has been grouped into three categories: recurrent (operational costs), renewal and growth/acquisition

Over the next 10 years Council plans to spend an estimated \$213.2 million on infrastructure assets, where:

- Around 27% (\$57 million) is renewal expenditure for replacement of assets that are reaching the end of their lives.
- Around 35% (\$74.9 million) relates to expenditure to meet growth or additional future demand.
- Around 38% (\$81.3 million) relates to caring for our assets through ongoing maintenance and other activities to make sure that they are safe and functional.

As part of Council's asset management planning practices, modelling has been completed to project future lifecycle costs of assets over the next 10 years. Modelling suggests Council needs to spend a total of \$297.9 million to maintain planned levels of service. When compared to asset expenditure in the *Long-Term Financial Plan* (\$213.2 million), there is a total funding gap of \$84.7 million.

This shortfall is largely as a direct result of projected renewal gap across all of infrastructure assets. It is acknowledged there are areas to improve in long term infrastructure planning and integrating the financial outcomes of this with our *Long-Term Financial Plan*.

The imperative is to ensure that assets are safe, fit for purpose and meet the needs of the community. Council must strive to responsibly fund the renewal of assets in the future to minimise the impact to our community of the costs of unsustainable asset provision by proactively renewing and maintaining assets. The gap between the LTFP funding and the asset management modelling

then informs the discussion on achieving the balance between services, costs, and risk to achieve best value outcomes.

The Draft Asset Plan 2022-2032 will be placed on public exhibition for a three-week period from 27 April 2022 in accordance with requirements of Section 92 of the Local Government Act 2020. A report will be provided to Council in June 2022 detailing results of community submissions and to endorse the Asset Plan 2022-2032 with due regard to any submissions received.

## REPORTING AND COMPLIANCE STATEMENTS

*Local Government Act 2020 (LGA 2020)*

Implications	Applicable to this Report
<b>Governance Principles</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Policy/Relevant Law</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Environmental/Sustainability Implications</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Community Engagement</b> (Consideration of Community Engagement Principles under s.56 LGA 2020)	Yes
<b>Public Transparency</b> (Consideration of Public Transparency Principles under s.58 of LGA 2020)	Yes
<b>Strategies and Plans</b> (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	Yes
<b>Financial Management</b> (Consideration of Financial Management Principles under s.101 of LGA 2020)	Yes
<b>Service Performance</b> (Consideration of Service Performance Principles under s.106 of LGA 2020)	Yes
<b>Risk Assessment</b>	Yes
<b>Communication</b>	Yes
<b>Human Rights Charter</b>	Yes
<b>Gender Equality</b> (Consideration of the Gender Equality Act 2020 and obligations to conduct gender impact assessments on new or reviewed policies, procedures and services that have a significant and direct impact on the public)	Yes

## GOVERNANCE PRINCIPLES

The Asset Plan has been prepared in accordance with the requirements of the *Local Government Act 2020*.

## POLICY/RELEVANT LAW

*Local Government Act 2020*

## ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

The Asset Plan considers the following issues facing the provision of assets and services:

- Social Demands, including population trends, demographic change, changing community needs.



- Built Environment, includes issues such as aging infrastructure, rapid technology change
- Economic Demand, including issues of diminishing income, increasing costs to provide services, and delivering on community expectations while keeping it affordable.
- Policy and Regulatory Influence
- Natural environment, including climate change and natural hazards.

## **COMMUNITY ENGAGEMENT**

The Draft Asset Plan 2022-2032 will be placed on public exhibition and invite submissions from 27 April until 18 May 2022 as part of the *Local Government Act 2020* requirements.

## **PUBLIC TRANSPARENCY**

The public consultation process facilitates transparency of the Asset Plan submitted for adoption and all Council reports are available for the public to access.

## **STRATEGIES/PLANS**

The *Local Government Act 2020* drives an integrated approach to planning and reporting to support strategic decision-making. The following plans are key strategic planning documents related to the Asset Plan:

*Long Term Financial Plan*

*Workforce Plan*

*Community Vision*

*Council Plan*

*Annual Report*

## **FINANCIAL MANAGEMENT**

*The Asset Plan has been prepared in accordance with the Local Government Act 2020. The Asset Plan has been prepared with consideration to the Long-Term Financial Plan.*

## **SERVICE PERFORMANCE**

Councils' assets exist to enable the provision of a broad range of services for community benefit. Council's ability to effectively manage assets has a direct impact on the quality of services enjoyed by the community. Councils is continuously looking to improve the way services are planned. This is to make sure that they are aligned with goals, have clear and measurable outcomes and respond to the community expectations and affordability.

## **RISK ASSESSMENT**

There are identified risk implications associated with this report, detailed below:

The Asset Plan has been prepared in accordance with the requirements of the *Local Government Act 2020* incorporating long term financial plan requirements to ensure financial sustainability over the short and long term.

## **COMMUNICATION**

The Draft Asset Plan 2022-2032 has been reported to Council in this report and will be placed on public exhibition for a three week period providing an opportunity for community feedback.

## **HUMAN RIGHTS CHARTER**

It is considered that this report does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act 2006 (VIC).

## **GENDER EQUALITY**

This report has considered the gender equality principles as set out in the Gender Equality Act 2020.

## **OPTIONS**

### Option 1 – Council endorse Draft Asset Plan 2022-2032 for public exhibition

This option is recommended by officers so that Council can make the Draft Asset Plan 2022-2032 available for public exhibition from 27 April to 18 May 2022 in order to receive and adopt the Asset Plan 2022-2032 by 30 June 2022 in accordance with Section 92 of the Local Government Act 2020.

### Option 2 – Council adopt the Draft Asset Plan 2022-2032

This option is not recommended by officers as the Draft Asset Plan 2022-2032 has not been finalised; a public consultation process is required to be completed as part of the annual adoption process.

### Option 3 – Council do nothing

This option is not recommended by officers as Council should note the new requirements under the Local Govt Act 2020 and actions yet to take place.

## **CONFLICT OF INTEREST**

No officer involved in preparing this report has any conflicts of interest in regard to this matter.

## **CONCLUSION**

The Draft Asset Plan 2022-2032 has been developed based on existing processes, practices, data and standards. Council is committed to striving towards best asset management practices and is always working to improve knowledge about its assets and enhance the tools used to manage them. As data and systems improve, so too will the analysis and information on which the *Asset Plan* is based. It is intended that the *Asset Plan* should always reflect as closely as possible the actual practices used in managing assets. Only in this way will Council be best able to ascertain the long term needs for infrastructure.

In accordance with the legislation, Council will place the Draft Asset Plan 2022-2032 out for public exhibition prior to its adoption by 30 June 2022.

## 7.10 STATUTORY PLANNING DELEGATIONS

**File Number:****Author:** Sarah Fisher, Coordinator Statutory Planning**Authoriser:** Phil Josipovic, Director Infrastructure and Development**Attachments:**

1. **Attachment 1 Consideration of Planning Applications Policy (under separate cover)**
2. **Attachment 2 Consideration of Planning Applications Procedure (under separate cover)**
3. **Attachment 3 Consultation Meeting Policy (under separate cover)**
4. **Attachment 4 Consultation Meeting Procedure (under separate cover)**

### RECOMMENDATION

That Council adopt the revised Consideration of Planning Applications Policy and Procedure (Attachments 1 and 2) and the Revised Consultation Meeting Policy and Procedure (Attachments 3 and 4)

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### EXECUTIVE SUMMARY

Updated Statutory Planning Delegations have now been in use for more than 6 months and it is deemed prudent to review the impact of the changes and assess the functioning of the supporting policies and procedures.

Significantly, prior to the changes to delegation, every application with 1 or more objections were required to go to council for a decision. From January 2018 to December 2020, 58 statutory planning applications went to council for a decision. The officer recommendation was upheld 96.6% of the time, or 56 of the 58 applications.

Of the two decisions whereby council did not support the officer recommendation, one was overturned by VCAT (council resolved to refuse, the officer recommendation was for approval). The second application was heard at VCAT in November 2021 and a decision is still pending.

The altered level of delegation has had a significant (positive) impact on the functioning of the statutory planning department. Important officer time has been freed from the monthly commitment to the council report and briefing cycle and decisions can move more seamlessly without the need to wait for multiple meeting cycles given it was difficult to prepare more than 2 or 3 applications at any one time.

The review of the delegations is the opportunity to check in with councillors and to review and refine the policies and procedures that support the delegation now that they have been implemented for a period of time.

The key recommendations to come from the review are:

- The level of delegation for applications with objections be reduced from 4 or more objections to 3 or more objections in line with councillor feedback. Under this level of delegation, officers can continue to make decisions under delegation, unless councillors call the application in (in accordance with the policy and procedure).
- The call-in procedure would be facilitated via email rather than filling out the Request to Call In a Planning Application Form;
- Copies of objections/submissions to be made available to councillors for all applications via Teams;

- Submissions reporting to include all new applications under consideration which are triggered (wholly or partially) under the Heritage Overlay; and
- There will no longer be a list of Applications Considered to be of Interest/Significance to the Community and Officers circulated to councillors and Officers will no longer refer applications to briefing only.

These recommended changes are examined in detail under the discussion section of this report.

## BACKGROUND

Following a lengthy period of time without review, revised delegations for Statutory Planning were presented to council in July 2021. The delegations were accepted by council and came into effect following the confirmation of the minutes at the August 2021 council meeting. As part of this review, two policies and procedures were also adopted:

- Consideration of Planning Applications policy and procedures; and
- Consultation Meeting policy and procedure.

The most significant changes to the newly adopted delegation were:

- An increased level of delegation resulting in officers having the ability to make decisions on all applications with objections, but with councillors able to call-in an application with 4 or more objections provided the call-in procedure was followed;
- Officers able to refuse applications under delegation if not called-in;
- Applications able to be refused under delegation whereby a Recommending Referral Authority has objected to an application if not called-in; and
- For applications considered to be of interest/significance to the community, officers would refer the application to a councillor briefing whereby councillors can either decide that the application continues to a council meeting for decision or a decision be made under delegation at officer level.

Details of the abovementioned scenarios are circulated via a weekly email to councillors along with a submissions report detailing applications with objections/submissions.

The delegations have now been in use for some 7 months and it is deemed prudent to review the impact of the changes.

## DISCUSSION

Minor adjustments and edits have been made to each of the policies and procedures that support this delegation review which are viewable via the track changes in Attachments 1, 2, 3 and 4. Some of these changes include consistency in language when referring to different processes or documents. The key recommendations from the review are examined and discussed as follows:

*The level of delegation for applications with objections be reduced from 4 or more objections to 3 or more objections in line with councillor feedback. Under this level of delegation, officers can continue to make decisions under delegation, unless councillors call the application in (in accordance with the policy and procedure).*

Councillor feedback was sought in relation to this review and the number of objections that triggered a call-in was the most discussed topic. Councillors were concerned that they did not have the ability to be involved in the process by not being able to call-in applications with fewer than 4 objections. A clear consensus as to the appropriate number (for call-in) was not reached, however the recommended reduction from 4 or more to 3 or more provides additional scope for call-in to a council meeting.

Of importance, it is noted that the one (1) application has been called in in the past 7 months (this matter has not yet proceeded to council). Prior to the changes to delegation, every application with 1 or more objections were required to go to council for a decision. From January 2018 to

December 2020, 58 statutory planning applications went to council for a decision. The officer recommendation was upheld 96.6% of the time, or 56 of the 58 applications.

Of the two decisions whereby council did not support the officer recommendation, one was overturned by VCAT (council resolved to refuse, the officer recommendation was for approval).

The second application was heard at VCAT in November 2021 with a decision still pending.

Maintaining delegation but providing the ability for councillors to call in, at an appropriate number, is critical. The new level of delegation that has been operational since August 2021 has provided significant benefits, not just for officers, but importantly for applicants. Critical points of consideration include, but are not limited to:

- Staff time has been freed up from the monthly reporting and briefing cycle and applications are not having to wait until officers have the ability get the application to a council meeting because of the difficulty in writing 2 (3 at most) council reports during a monthly reporting cycle.
- In the majority of instances, consultation meetings are being held between applicants and objectors.
- Application assessment and reporting is thorough.
- Once a decision has been made, approved permits and endorsed plans are available on council's website in accordance with the Act.
- Freeing up officer time from the council meeting cycle allows staff to focus on other applications including VCAT applications.
- Freeing up officer time from the council cycle allows the coordinator to put time into process improvement.
- Council officers are making sound planning decisions (refer to the statistics cited on the previous page).

Other changes proposed include:

*The call-in procedure would be facilitated via email rather than filling out the Request to Call In a Planning Application Form.*

This is a straightforward procedural recommendation that allows councillors to prepare their call-in request via email rather than filling out the call-in form, so long as the content of the email is in accordance with Consideration of Planning Applications Procedure (Attachment 2). A seconding councillor can add their relevant detail to the initiating email and the chain can be forwarded to the Manager Development and Regulatory Services and all other councillors. Refer to Attachment 2 for detail.

*Copies of objections/submissions to be made available to councillors for all applications via Teams.*

This is also a straightforward process that will provide quick and easy access to all objections/submissions received to any application, saving time and being available to all councillors at their conveniences rather than individually requesting this detail from the Manager Development and Regulatory Services. It is recommended that these be made available via Teams. Copies of objections/submissions will be unredacted and are for the consideration of planning matters only and Councillors must not further circulate as this would constitute a breach of privacy under the Privacy Act.

*Submissions reporting to include all new applications under consideration which are triggered (wholly or partially) under the Heritage Overlay.*

Councillors have expressed interest in post contact heritage issues and requested that they be made aware of these applications. To facilitate this, it is recommended that any new application under consideration that is triggered (wholly or partially) under the Heritage Overlay be included on the Submissions report which is circulated weekly. This will provide a more simplified way for councillors to view this information.

*There will no longer be a list of Applications Considered to be of Interest/Significance to the Community or Officers circulated to councillors and Officers will no longer refer applications to briefing only.*

It is recommended that councillors be able to call-in any application with 3 or more objections – this provides the greatest level of oversight of any of the processes.

The delegated power councillors have based on the number of objections provides a significant level of decision-making opportunity, but most importantly, relies on something which is clear and quantifiable, that being the number of objections.

To try and rely on 'size' or 'strategic significance' of an application or determine if an application is of 'interest' or 'significance' to the community or officers will likely vary in opinion and is too difficult to quantify or define.

Other factors which tend to favour the deletion of this part of the delegation and policy relate to the clear and easy access councillors have to applications under consideration.

Councillors now have access to the weekly submissions report and applications to be considered under delegation, this includes detail of forthcoming consultation meetings which councillors can attend. Councillors have access to all applications and supporting documentation via the council website and access to all applications on the public planning register, also on council's website. Prior to the delegation review of 2021, this information was not electronically available.

Coupled with the recommendation that all objections and submissions are made available via Teams and that applications triggered under the Heritage Overlay are flagged via the submissions report provides another layer of transparent and readily available information to councillors at their convenience. Councillors also have a direct line of contact to the Manager Development and Regulatory Services and the Director Infrastructure and Development to seek clarification on any matters of interest.

Of importance, it is noted that the one (1) application considered to be of interest/significance that was presented to council briefing in the past 7 months, (a quarry), was determined by councillors that a decision be made under delegation at officer level.

In summary, councillors have never had more information available so quickly and easily than the past 7 months. This review recommends that more information be made available but in doing so, the specified area of delegation be removed, and the policy amended accordingly to ensure all aspects of delegation are clear and quantifiable to all parties.

## REPORTING AND COMPLIANCE STATEMENTS

*Local Government Act 2020 (LGA 2020)*

<b>Implications</b>	<b>Applicable to this Report</b>
<b>Governance Principles</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Policy/Relevant Law</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Environmental/Sustainability Implications</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	No
<b>Community Engagement</b> (Consideration of Community Engagement Principles under s.56 LGA 2020)	Yes
<b>Public Transparency</b> (Consideration of Public Transparency Principles under s.58 of LGA 2020)	Yes
<b>Strategies and Plans</b> (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	No

<b>Financial Management</b> (Consideration of Financial Management Principles under s.101 of LGA 2020)	Yes
<b>Service Performance</b> (Consideration of Service Performance Principles under s.106 of LGA 2020)	Yes
<b>Risk Assessment</b>	Yes
<b>Communication</b>	Yes
<b>Human Rights Charter</b>	Yes
<b>Gender Equality</b> (Consideration of the Gender Equality Act 2020 and obligations to conduct gender impact assessments on new or reviewed policies, procedures and services that have a significant and direct impact on the public)	No

## GOVERNANCE PRINCIPLES

This report and associated policies and procedures adhere to the relevant governance principles as the proposal seeks to implement and refine continuous improvement principles.

## POLICY/RELEVANT LAW

This report adheres to decision making requirements listed under the *Planning and Environment Act 1987*.

## COMMUNITY ENGAGEMENT

The associated policies and procedures set out the requirements for community engagement through consultation meetings for applications which receive objections/submissions. The policy and procedure seek to ensure that all parties to an application have the opportunity to be heard, involved and informed of the process and procedure.

## PUBLIC TRANSPARENCY

The review of policies and procedures seeks to build on the transparency of decision of decision making that has been implemented since August 2021 and provide clarity in relation to the ability for councillors to call-in applications. This is all complemented by regular reporting to council on decisions made under delegation; this is already underway.

The existing practice of applications whereby there is a financial interest in the property by councillors, Senior Officers and members of the statutory and strategic planning teams remains unchanged and is key to council's commitment to transparent decision making.

## FINANCIAL MANAGEMENT

A cost analysis of the preparation of a council report compared to a delegate report was undertaken for the delegation review which went to Council in July 2021. This analysis found that a council report costs approximately \$870 for the preparation and review by the various levels of staff, compared to \$59-421 for an internal delegate report. These figures remain largely the same and clearly demonstrate importance of an appropriate level of delegation.

## SERVICE PERFORMANCE

The proposed refinements to the delegations and associated polices and procedures seek to provide clarity and further improve the services of the statutory planning department.

## RISK ASSESSMENT

There are no identified risk implications associated with this report.

## COMMUNICATION

The updated policies and procedures will be placed on councils website.

## HUMAN RIGHTS CHARTER

It is considered that this report does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act 2006 (VIC).

## OPTIONS

### Option 1 – Approve the recommendation as per the Officer Report

This option is recommended by officers as the current delegations have now been in place for 7 months and a clear understanding of the benefits and any shortfalls have been identified. The existing delegations are largely sound. The existing ability of councillors to call in applications with 4 or more objections has been successful however councillors have discussed the possible desire to slightly reduce this number – it has been recommended to reduce to 3. And there will no longer be applications considered to be of interest/significance to the community circulated, or referred to briefing because this cannot be quantified. The recommendations from the review of the existing policies and procedures results in simple refinement and use of consistent language to round out a thorough review of the process.

### Option 2 – Do not adopt the Recommendation

This option is not recommended by officers as it will miss the opportunity to provide clarity to the delegation process and associated documents including the simple refinement and use of consistent language that has been recommended to round out a thorough review of the process.

### Option 3 – Adopt a variation of the Recommendation

This option is not recommended by officers. Significant work has gone into the initial change to delegations in 2021 and further work into the preparation of this review. Feedback was sought from councillors and discussion centred on the number of objections associated with call-in. The recommendation to reduce it to 3 is in line with councillor discussion to have more call-in ability; it is a conservative number and any lower does not have any tangible benefit.

## CONFLICT OF INTEREST

No officer involved in preparing this report has any conflict of interest in regard to this matter.

## CONCLUSION

Revised Statutory Planning Delegations have now been in use for 7 months and it is deemed prudent to review the impact of the changes and assess the functioning of the supporting policies and procedures.

The proposed recommendation seeks to provide a greater level of clarity around the call-in process, provide the councillors with increased opportunity to call-in and to provide additional avenues for councillors to access information associated with the planning process. Undertaking this review also provided the opportunity to provide clarity to overall level of delegation and implement the simple refinement and use of consistent language in the associated policies and procedures to round out a thorough review of the process.

A timely review is important to ensure that the Golden Plains Shire continues to meet its obligations as the responsible authority under the provisions of the *Planning and Environment Act 1987* and does so in a way that provides effective and efficient decision making.



**7.11 PURCHASE OF TANDEM TIPPER TRUCKS****File Number:****Author:** Vicki Shelton, Manager Asset Services**Authoriser:** Phil Josipovic, Director Infrastructure and Development**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Resolves to award the Contract RFQ-01-2022 Tandem Tipper Truck(s) to HINO Motor Sales Australia Pty Ltd for the sum of \$461,231.64 exclusive of GST. (2 X trucks at \$230,615.82 each).
2. Delegates to the Chief Executive Officer or his delegate authority to execute the contract on behalf of Council.

**EXECUTIVE SUMMARY**

Council is seeking to purchase two (2) new Tandem Tipper Trucks to replace the following current vehicles:

- P350 – purchased March 2010 – 434,618km as of 3 February 2022
- P345 – purchased February 2010 – 487,063km as of 2 February 2022

**BACKGROUND**

The Tandem Tipper Trucks are intended for use by Council's Road & Drainage Maintenance Unit for the purposes of gravel and spoil haulage, along with transportation of construction plant. Following the IPWEA Optimum Replacement Timing recommendation supports reduced maintenance costs and downtime in operations due to plant being off the road due to repairs.

**DISCUSSION**

The tender was originally advertised on 15 February 2022, closing 1 March 2022, with two submissions received on closing. The submissions were reviewed, and compliance checked, with no submissions identified as non-compliant. After the evaluation panel members had reviewed and scored each submission including any clarifications, two consensus evaluation meetings were held on 18 March 2022 and 22 March 2022.

HINO Motor Sales Australia Pty Ltd supplied model HINO-700 which was chosen as the preferred supplier/model based on consensus scores measured by whether the submissions met *the Preferred Specifications, Service, Track Record & Delivery Time, Operator Review/Assessment and Price*. Timelines for delivery is approximately 6 months to allow for build time overseas and fit out upon arrival in Australia.

A copy of the Confidential Tender Evaluation Panel Report has previously been provided to Councillors.

**REPORTING AND COMPLIANCE STATEMENTS**

*Local Government Act 2020 (LGA 2020)*

Implications	Applicable to this Report
Governance Principles	No

(Consideration of the Governance Principles under s.9 of LGA 2020)	
<b>Policy/Relevant Law</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Environmental/Sustainability Implications</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	No
<b>Community Engagement</b> (Consideration of Community Engagement Principles under s.56 LGA 2020)	No
<b>Public Transparency</b> (Consideration of Public Transparency Principles under s.58 of LGA 2020)	Yes
<b>Strategies and Plans</b> (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	No
<b>Financial Management</b> (Consideration of Financial Management Principles under s.101 of LGA 2020)	Yes
<b>Service Performance</b> (Consideration of Service Performance Principles under s.106 of LGA 2020)	No
<b>Risk Assessment</b>	No
<b>Communication</b>	Yes
<b>Human Rights Charter</b>	No
<b>Gender Equality</b> (Consideration of the Gender Equality Act 2020 and obligations to conduct gender impact assessments on new or reviewed policies, procedures and services that have a significant and direct impact on the public)	Yes

### **POLICY/RELEVANT LAW**

In line with GPSC Procurement Policy Request for Tender complies with *GPSC June 2021 Procurement Policy* and the *Local Government Act 2020*.

### **PUBLIC TRANSPARENCY**

Request for submissions was posted on MAV Vendor Panel website portal with decision outcomes advised on MAV portal and Council minutes.

### **FINANCIAL MANAGEMENT**

The Fleet management budget for 2021-2022 includes an amount of \$420,000 for the replacement of the two tandem tipper trucks. It is noted that the final price is above budget. Additional funds are sourced from savings in the heavy fleet management budget.

### **COMMUNICATION**

Council decisions on tender/s awarded are advised through Council Minutes and MAV Vendor Panel website and supplier notifications via procurement email.

### **HUMAN RIGHTS CHARTER**

It is considered that this report does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act 2006 (VIC).

### **GENDER EQUALITY**

This report has considered the gender equality principles as set out in the Gender Equality Act 2020.

## OPTIONS

### Option 1 – Award contract as per Evaluation Report.

This option is recommended by Council officers through the Tender evaluation and selection process which recommends GPSC-RFQ-01-2022 Tandem Tipper Truck(s) to be awarded to HINO Motor Sales Australia Pty Ltd.

### Option 2 – Do not Award contract to any tenderer.

This option is not recommended as the existing plant are due for change over. If not replaced it will likely lead to increased maintenance costs and poor performance. Retendering will further delay delivery of the new plant. Timelines for delivery is approximately 6 months to allow for build time overseas and fit out upon arrival in Australia. If a contract is not awarded, may result in reputational damage for Council and impact on ability to undertake road works.

## CONFLICT OF INTEREST

No officer involved in preparing this report has any conflicts of interest regarding this matter.

## CONCLUSION

The Evaluation Panel has conducted a comprehensive and detailed assessment of the submissions which were received in response to Council's request for tender GPSC-RFQ-01-2022 Tandem Tipper Truck (s) as outlined in this report to ensure compliance with:

1. *Relevant provisions of the Local Government Act 2020 (Vic); and*
2. *Council's Procurement Policy requirements*

In conclusion, HINO Motor Sales Australia Pty Ltd Model HINO-700 (FS 2848) met the Council's tender requirements and is best placed to provide the replacement the current Tandem Tipper Truck (s) for Council.

**7.12 EXTENSION TO GOVERNANCE RULES REVIEW****File Number:****Author:** Rosie Wright, Acting Coordinator Governance and Risk**Authoriser:** Simon Rennie, Director Corporate Services**Attachments:** Nil**RECOMMENDATION**

That the period for review of the Governance Rules, as resolved in item 7.6 of the Council meeting of 26 October 2021, be extended by an additional 6 months to allow consideration of changes to the *Local Government Act 2020*.

**EXECUTIVE SUMMARY**

Amendments to the Governance Rules were adopted by Council at the 26 October 2021 Council meeting. As part of Council's resolution, the proposed amendments were to be returned to the chamber for re-evaluation in a period of 6 months. Due to recent legislative changes embedding virtual Council meeting changes permanently in the *Local Government Act 2020*, an additional 6 months is required for a deeper review and to ensure that the Rules are compliant with new provisions. The current Governance rules remain in effect until any further amendments are adopted.

**BACKGROUND**

The Governance Rules underwent a review from July to October 2021, with an amended document being adopted by Council at the 26 October 2021 Council meeting. The amendments were focused on improving clarity in relation to the notice of motion process and improving readability. In adopting the amended rules, Council requested that the rules be returned to the Chamber in a period of 6 months for further review, which would coincide with the April 2022 meeting.

In November 2021, the *Regulatory Legislation Amendment (Reform) Bill 2021* was introduced in State Parliament, which included amendments to the *Local Government Act 2020*. These amendments made permanent the provisions introduced in response to Covid-19 in relation to livestreaming of Council meetings. In addition, the Bill added a requirement that Council's Governance rules include procedures for requesting and approval of attendance at Council meetings by electronic means of communication. This Bill received Royal Assent on 29 March 2022.

**DISCUSSION**

As the amendments were only recently passed, an additional 6 months is required to fully consider the ideal procedure moving forward for these changes and conduct benchmarking against other Councils. It is also proposed that a deeper review is conducted in this period to align Council's Governance rules with the Model Governance rules as published by Local Government Victoria prior to 1 September 2020.

**REPORTING AND COMPLIANCE STATEMENTS***Local Government Act 2020 (LGA 2020)*

Implications	Applicable to this Report
<b>Governance Principles</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes

<b>Policy/Relevant Law</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Environmental/Sustainability Implications</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	No
<b>Community Engagement</b> (Consideration of Community Engagement Principles under s.56 LGA 2020)	Yes
<b>Public Transparency</b> (Consideration of Public Transparency Principles under s.58 of LGA 2020)	Yes
<b>Strategies and Plans</b> (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	No
<b>Financial Management</b> (Consideration of Financial Management Principles under s.101 of LGA 2020)	No
<b>Service Performance</b> (Consideration of Service Performance Principles under s.106 of LGA 2020)	No
<b>Risk Assessment</b>	No
<b>Communication</b>	Yes
<b>Human Rights Charter</b>	No
<b>Gender Equality</b> (Consideration of the Gender Equality Act 2020 and obligations to conduct gender impact assessments on new or reviewed policies, procedures and services that have a significant and direct impact on the public)	No

## GOVERNANCE PRINCIPLES

The overarching governance principles in s.9 of the *Local Government Act 2020* include:

- **Priority** is to be given to achieving the best outcomes for the municipal community;
- **Innovation and continuous improvement** is to be pursued;
- **Collaboration** with other Councils and Governments and statutory bodies is to be sought;
- The ongoing **financial viability** is to be ensured;
- Regional, state and national **plans and policies** are to be taken into account in strategic planning and decision making.

By conducting a deeper review into the Governance rules and aligning Council's rules with the Model Governance rules published by Local Government Victoria, continuous improvement is being pursued and broader plans and policies are being considered. In extending the time required for review, priority is being given to achieving the best outcome and ensuring that adequate time and attention is able to be given to the review.

## POLICY/RELEVANT LAW

*Local Government Act 2020*

*Regulatory Legislation Amendment (Reform) Bill 2021*

## COMMUNITY ENGAGEMENT

Council must ensure that a process of community engagement is followed in developing or amending its Governance Rules (*Local Government Act 2020* s 60(4)). Once the review is completed, the draft rules will be presented to Council to endorse for public exhibition.

**PUBLIC TRANSPARENCY**

One of the overarching governance principles in s.9 of the LGA 2020 is to ensure the transparency of decision making, actions and information.

As Council previously resolved to return the rules to the Chamber in 6 months, this report is presented for transparency to the public in extending the time for review.

**COMMUNICATION**

Once the review is completed, the draft rules will be presented to Council to endorse for public exhibition. Changes identified following community engagement will be incorporated into the draft documents and presented to Councillors for further review before adoption at the Council meeting.

**HUMAN RIGHTS CHARTER**

It is considered that this report does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act 2006 (VIC).

**GENDER EQUALITY**

This report has considered the gender equality principles as set out in the Gender Equality Act 2020.

**OPTIONS**Option 1 – That Council resolve to extend the period of review of the Governance rules.

This option is recommended by officers as further time is required in order to conduct a full review of the Governance rules and incorporate changes made by the Regulatory Legislation Amendment (Reform) Bill 2021.

Option 2 – That Council do not resolve to extend the period of review of the Governance rules.

This option is not recommended by officers as the review of the Governance rules has not been finalised and proposed amendments or changes have not been finalised to present to Council.

**CONFLICT OF INTEREST**

No officer involved in preparing this report has any conflicts of interest with regard to this matter.

**CONCLUSION**

Due to recent legislative changes embedding virtual Council meeting changes permanently in the Local Government Act 2020, an additional 6 months is required for a deeper review and to ensure that the Rules are compliant with new provisions.

**7.13 COUNCIL MEETING LOCATION UPDATE - JUNE & JULY 2022****File Number:****Author:** Eric Braslis, CEO**Authoriser:** Eric Braslis, CEO**Attachments:** Nil**RECOMMENDATION**

That Council agree to changing the June and July 2022 Council meeting locations to Bannockburn and Linton respectively.

**EXECUTIVE SUMMARY**

Council adopted the schedule for the 2022 scheduled Council meetings on 16 November 2021.

In the approved schedule, the June meeting was scheduled to held in Linton and the July meeting in Bannockburn. As this would mean that there would be 3 months before an ordinary Council meeting is held in the south, it is proposed that these locations be switched.

Section 12.4 of Golden Plains Shire Council's Governance Rules states that Council by resolution, may change the date, time and place of any Council meeting and must provide reasonable notice of the change to the public.

**BACKGROUND**

In accordance with our Governance Rules, Council must fix the date, time and place of all scheduled meetings and any Delegated Committee meetings at the last meeting of the calendar year for the following year.

**DISCUSSION**

The meeting location schedule for 2022 was intended to be determined on a rotational basis between the north and the south. It appears however that the determined locations for June and July inadvertently meant that that rotation would not have occurred. As a result, it is proposed that the June meeting be held in Bannockburn and the July meeting be held in Linton.

**REPORTING AND COMPLIANCE STATEMENTS**

*Local Government Act 2020 (LGA 2020)*

<b>Implications</b>	<b>Applicable to this Report</b>
<b>Governance Principles</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Policy/Relevant Law</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Environmental/Sustainability Implications</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	No
<b>Community Engagement</b> (Consideration of Community Engagement Principles under s.56 LGA 2020)	No
<b>Public Transparency</b> (Consideration of Public Transparency Principles under s.58 of LGA 2020)	Yes

<b>Strategies and Plans</b> (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	No
<b>Financial Management</b> (Consideration of Financial Management Principles under s.101 of LGA 2020)	No
<b>Service Performance</b> (Consideration of Service Performance Principles under s.106 of LGA 2020)	No
<b>Risk Assessment</b>	No
<b>Communication</b>	Yes
<b>Human Rights Charter</b>	No

## GOVERNANCE PRINCIPLES

This report aligns with the overarching governance principles in s9 of the Local Government Act 2020.

## POLICY/RELEVANT LAW

*Local Government Act 2020*

Golden Plains Shire Council's Governance Rules

## PUBLIC TRANSPARENCY

Council approving the change of a scheduled Council meeting date 3 months in advance ensures that the public are provided reasonable notice.

## RISK ASSESSMENT

There are no identified risk implications associated with this report.

## COMMUNICATION

Public notice will be provided via the standard advertising means including Council's website,

## HUMAN RIGHTS CHARTER

It is considered that this report does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act 2006 (VIC).

## OPTIONS

Option 1 – The Council approve the changing of the June 2022 Council meeting location from Linton to Bannockburn

This option is recommended by officers as it allows the north south meeting rotation to be maintained.

Option 2 – The Council do not approve the changing of the June Council meeting location

This option is not recommended by officers as north south meeting rotation would not be maintained and potentially not hosting a meeting in the south for 3 months.

## CONFLICT OF INTEREST

No officer involved in preparing this report has any conflicts of interest regarding this matter.

## CONCLUSION

The current meeting schedule would potentially not have a Council meeting in Bannockburn for 3 months, so the proposed location change is seen to be more equitable and inclusive.



## **7.14 NATIONAL GENERAL ASSEMBLY (NGA) OF LOCAL GOVERNMENT 2022 - MAYORAL ATTENDANCE**

### **File Number:**

**Author:** Elise Holmes, Executive Assistant to the CEO

**Authoriser:** Eric Braslis, CEO

**Attachments:** 1. **2022 National General Assembly Registration Brochure (under separate cover)**

### **RECOMMENDATION**

That Council approve the attendance of the Mayor, Cr Gamble at the National General Assembly of Local Government 2022 and the related expenditure

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### **EXECUTIVE SUMMARY**

That Council approve the attendance of the Mayor at the National General Assembly of Local Government 2022 and the related expenditure.

### **BACKGROUND**

The National General Assembly (NGA) is convened annually by the Australian Local Government Association (ALGA), attracts more than 800 delegates from councils across Australia and has been running annually for more than 20 years. The NGA is the premiere event in the local government calendar and is an opportunity for key local government representatives to debate issues of national significance, hear from political and academics speakers as well as to develop policy and fiscal strategy for the coming year.

The 2022 NGA will be held from Sunday 19 to Wednesday 22 June at the National Convention Centre in Canberra. In the past, it has been common practice that the Mayor would represent the Council at this conference. The NGA is an important event for Golden Plains Shire Council, as it provides Council with the opportunity to communicate and jointly advocate on major strategic issues and projects across the region. Councillors attending the conference will also gain insight into a range of issues

### **DISCUSSION**

The theme of this year's NGA – Partners in Progress – reflects the important role we all play in building a stronger, more inclusive, and more sustainable Australia – and our willingness to work with other governments to get the job done.

Cr Gamble will have the opportunity to debate issues of national significance and influence ALGA policy, in addition to meeting with members of Parliament to advocate for our communities and promote issues of importance to Golden Plains Shire.

The Prime Minister, Leader of the Opposition, and key ministers have been invited to share their vision for Australia's future and how we can work together for the benefit of our communities.

During the event, they will look at how councils are responding to new challenges and opportunities to create jobs and drive economic growth, and how they are shaping a better future for all Australians. This will include a series of panels where mayors and councillors will share their learnings and lived experience leading their communities through the turbulence of the past few years.

A copy of the conference program is attached.

**REPORTING AND COMPLIANCE STATEMENTS***Local Government Act 2020 (LGA 2020)*

<b>Implications</b>	<b>Applicable to this Report</b>
<b>Governance Principles</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	No
<b>Policy/Relevant Law</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	No
<b>Environmental/Sustainability Implications</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	No
<b>Community Engagement</b> (Consideration of Community Engagement Principles under s.56 LGA 2020)	No
<b>Public Transparency</b> (Consideration of Public Transparency Principles under s.58 of LGA 2020)	No
<b>Strategies and Plans</b> (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	No
<b>Financial Management</b> (Consideration of Financial Management Principles under s.101 of LGA 2020)	No
<b>Service Performance</b> (Consideration of Service Performance Principles under s.106 of LGA 2020)	No
<b>Risk Assessment</b>	No
<b>Communication</b>	Yes
<b>Human Rights Charter</b>	Yes
<b>Gender Equality</b> (Consideration of the Gender Equality Act 2020 and obligations to conduct gender impact assessments on new or reviewed policies, procedures and services that have a significant and direct impact on the public)	Yes

**HUMAN RIGHTS CHARTER**

It is considered that this report does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act 2006 (VIC).

**GENDER EQUALITY**

This report has considered the gender equality principles as set out in the Gender Equality Act 2020.

**OPTIONS**

Option 1 – That Council approve the attendance of the Mayor at the National General Assembly of Local Government 2022 and the related expenditure.

This option is recommended by officers as this is a key event in Local Government and provides an opportunity to elevate the Shire and our priorities to the Federal level.

Option 2 – That Council do not approve the attendance of the Mayor at the National General Assembly of Local Government 2022 and the related expenditure.

This option is not recommended by officers as this is a key event in Local Government and provides an opportunity to elevate the Shire and our priorities to the Federal level.

Option 3 – That Council requires further information for the attendance of the Mayor at the National General Assembly of Local Government 2022 and the related expenditure.

This option is not recommended by officers as all relevant information has been provided.

**CONFLICT OF INTEREST**

No officer involved in preparing this report has any conflicts of interest regarding this matter.

**CONCLUSION**

The National General Assembly of Local Government provides Council with a vital opportunity to elevate the Shire and our priorities to the Federal level. The Mayor's attendance at this conference will allow him to gain insight into a range of issues affecting the Local Government Sector and bring crucial information back to Council. The Mayor's attendance at the NGA is highly recommended, as he will have the opportunity to influence ALGA policy for the coming year, as well as advocate for our communities.

## 7.15 APPOINTMENT OF CEO EMPLOYMENT AND REMUNERATION COMMITTEE INDEPENDENT MEMBER

**File Number:**

**Author:** Rosie Wright, Acting Coordinator Governance and Risk

**Authoriser:** Simon Rennie, Director Corporate Services

**Attachments:** Nil

### RECOMMENDATION

That Council:

1. Resolves to appoint Philip Shanahan as an Independent Member of Council's CEO Employment and Remuneration Committee for an initial three year term expiring on 25 April 2025.
2. Authorises the Director Corporate Services to finalise and execute relevant contract documents to engage Philip Shanahan on behalf of Council.

### EXECUTIVE SUMMARY

The purpose of this report is to recommend the appointment of Philip Shanahan as an independent member of Council's CEO Employment and Remuneration Committee, as required by section 45(1) of the Local Government Act and Council's CEO Employment and Remuneration Policy. This appointment will be for an initial term of three years, expiring on 25 April 2025.

### BACKGROUND

Under the Local Government Act 2020, Council is required to develop, adopt and keep in force a Chief Executive Officer Employment and Remuneration Policy, which must provide for the Council to obtain independent professional advice in relation to the matters dealt with in the policy.

The CEO Employment and Remuneration Policy was adopted by Council on 26 October 2021 and provides for the establishment of a CEO Employment and Remuneration Committee. The Committee will comprise of the Mayor, all Councillors, and an Independent Member. An expression of interest was posted on Council's website on 26 November 2021 and closed 10 December 2021.

### DISCUSSION

Overall, the applications received were strong. Key attributes that were considered in the recruitment process was experience at the highest levels of local government and particularly in a rural council environment.

The preferred applicant, Philip Shanahan, has more than 30 years experience as Chief Executive Officer across five Victorian municipalities and one Victorian Government Statutory Authority, and has also acted as Interim CEO at Victorian Councils.

In addition, Mr Shanahan has assisted approximately 30 regional and metro Councils as a consultant, with services provided in the areas of CEO performance appraisal, CEO recruitment services, and coaching and mentoring for CEOs and senior Local Government executives.

### REPORTING AND COMPLIANCE STATEMENTS

*Local Government Act 2020 (LGA 2020)*

Implications	Applicable to this Report
<b>Governance Principles</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
<b>Policy/Relevant Law</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes

<b>Environmental/Sustainability Implications</b> (Consideration of the Governance Principles under s.9 of LGA 2020)	No
<b>Community Engagement</b> (Consideration of Community Engagement Principles under s.56 LGA 2020)	No
<b>Public Transparency</b> (Consideration of Public Transparency Principles under s.58 of LGA 2020)	No
<b>Strategies and Plans</b> (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	No
<b>Financial Management</b> (Consideration of Financial Management Principles under s.101 of LGA 2020)	No
<b>Service Performance</b> (Consideration of Service Performance Principles under s.106 of LGA 2020)	No
<b>Risk Assessment</b>	No
<b>Communication</b>	Yes
<b>Human Rights Charter</b>	No
<b>Gender Equality</b> (Consideration of the Gender Equality Act 2020 and obligations to conduct gender impact assessments on new or reviewed policies, procedures and services that have a significant and direct impact on the public)	No

## GOVERNANCE PRINCIPLES

The overarching governance principles in s.9 of the Local Government Act 2020 include:

- Priority is to be given to achieving the best outcomes for the municipal community;
- Innovation and continuous improvement is to be pursued;
- Collaboration with other Councils and Governments and statutory bodies is to be sought;
- The ongoing financial viability is to be ensured;
- Regional, state and national plans and policies are to be taken into account in strategic planning and decision making.

Under the Local Government Act 2020, Council is required to develop, adopt and keep in force a Chief Executive Officer Employment and Remuneration Policy. The adopted policy provides for the establishment of the CEO Employment and Remuneration Committee, which requires an independent member.

## POLICY/RELEVANT LAW

*Local Government Act 2020, s 45.*

## RISK ASSESSMENT

There are identified risk implications associated with this report, detailed below:

Council is required by the Local Government Act and its own policy to establish a CEO Employment and Remuneration Committee, which requires an independent member. If an independent member is not appointed, Council risks non-compliance with the Local Government Act 2020 and Council's CEO Employment and Remuneration Policy.

## COMMUNICATION

The preferred applicant will be notified of their appointment by letter following the resolution of Council.

**HUMAN RIGHTS CHARTER**

It is considered that this report does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act 2006 (VIC).

**GENDER EQUALITY**

This report has considered the gender equality principles as set out in the Gender Equality Act 2020.

**OPTIONS**

Option 1 – That Council resolves to appoint Philip Shanahan as an Independent Member of Council's CEO Employment and Remuneration Committee for an initial three-year term expiring on 25 April 2025.

This option is recommended by officers to comply with the Local Government Act 2020 section 45 and Council's CEO Employment and Remuneration Policy.

Option 2 – That Council does not appoint an Independent Member to the CEO Employment and Remuneration Committee.

This option is not recommended by officers as an independent member is required to form the Committee under Council's CEO Employment and Remuneration Policy.

**CONFLICT OF INTEREST**

No officer involved in preparing this report has any conflicts of interest with regard to this matter.

**CONCLUSION**

Following an EOI process, a preferred applicant has been selected as the Independent Member – CEO Employment and Remuneration Committee and is presented to Council for appointment.

## 8 NOTICES OF MOTION

### 8.1 NOTICE OF MOTION - PUBLICLY RELEASE RATING STRATEGY DATA

**File Number:**

**Attachments:** 1. **Councillor Sharkey - Notice of Motion - 26 April 2022 (under separate cover)**

I, Councillor Owen Sharkey, give notice that at the next Ordinary Meeting of Council be held on 26 April 2022, I intend to move the following motion:-

#### **MOTION**

That Council release from confidentially and make available to the public the most recent rating strategy data including and not limited to the Council decision of option 5, which was the option that was adopted at the February Council Meeting.

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#### **RATIONALE**

The rationale for this motion is transparency to our ratepayers. Council ultimately decided at its February ordinary meeting with regards to the rating strategy to support option 5. This option was not available to the public for comment and councillors still remain under a cloud of confidentiality with regards to the data surrounding the decision. The public have not been privy to the data that supported this decision.

Council has traditionally always shared the relevant data with ratepayers to remain open and transparent and this should remain. Councillors should be given the allowance to publicly acknowledge the data and comment on that data.

I commend this Notice of Motion to Council.

**9 PETITIONS**

Nil



**10 CONFIDENTIAL REPORTS FOR DECISION****RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 66 of the Local Government Act 2020:

**10.1 Confirmation of Confidential Council Meeting Minutes - 22 March 2022**

This matter is considered to be confidential under Section 3(1) - h of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with confidential meeting information, being the records of meetings closed to the public under section 66(2)(a).

**10.2 Award of Contract - Kerbside Collection Services**

This matter is considered to be confidential under Section 3(1) - g of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with private commercial information, being information provided by a business, commercial or financial undertaking that—.

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