

AGENDA

Council Meeting

6.00pm Tuesday 22 November 2022

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

NEXT COUNCIL MEETING
6.00pm Tuesday 20 December 2022

Copies of Golden Plains Shire Council's Agendas & Minutes
Can be obtained online at 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 Peoples.

Council acknowledges them as the Traditional Owners and Custodians and pays its respects to both Wadawurrung and Eastern Maar Elders past, present and emerging.

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

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

That Council confirms the minutes and confidential minutes, which remain confidential in accordance with section 3(1)(h) of the Local Government Act 2020, of the scheduled Council meeting held on 25 October 2022 and Tuesday 15 November 2022 as circulated.

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

7 BUSINESS REPORTS FOR DECISION

7.1 DELEGATES REPORT & INFORMAL MEETINGS OF COUNCILLORS RECORDS

File Number:

Author: Elise Holmes, Executive Assistant to the CEO

Authoriser: Eric Braslis, CEO

Attachments:

1. Informal Meetings of Councillors Record - Strategic Briefing - 8 November 2022
2. Informal Meetings of Councillors Record - Briefing - 15 November 2022

RECOMMENDATION

That Council receive and note the Delegates Report and Informal Meetings of Councillors for the past month.

EXECUTIVE SUMMARY

At each Council meeting, Councillors have the opportunity to update their colleagues and the community about attendances at various Delegated Boards/Committees/Meetings that they attended on behalf of the Council and can acknowledge significant community events or Council functions / engagement opportunities that they have attended over the past month. This report contains records of informal meetings of Councillors as defined under Rule 1 of Chapter 5 of Council's Governance Rules.

MANDATORY BOARDS / COMMITTEES / MEETINGS

- Audit Committee
- G21 - Board of Directors
- Central Highlands Councils Victoria
- Peri Urban Group of Rural Councils
- Berrybank Wind Farm Community Engagement Committee
- Municipal Association of Victoria
- Geelong Regional Library Corporation
- Tourism Greater Geelong and the Bellarine Board
- Grampians Central West Waste & Resource Recovery Group - Local Government Forum
- Council Meeting, Strategic Briefing, Councillor Briefing and Portfolio meetings

COMMUNITY ENGAGEMENT / EVENTS

Cr Gamble

- Rural Councils Victoria (RCV) Annual General Meeting
- Back to Steiglitz Event
- Coffee With Mayor, Bannockburn Market
- Meeting with CEO and Gayle Tierney MP & Christine Couzens MP - Flood Update & General Discussion
- Official Opening of the Christian College Geelong, RW Gibson Music Performance Centre

- Official Opening of the Golden Plains Civic Centre
- Friends of Brisbane Ranges Meeting
- Friends of The Barwon Annual General Meeting
- Inverleigh Remembrance Day Service
- Geelong Sustainability Annual General Meeting
- Environmental Volunteer & Agency Network (Central West) Coordination Group Meeting

Cr Cunningham

- Meeting at Lethbridge Community Hub
- Victorian Local Governance Association Workshop “Electing a Mayor – What’s to Know”

Cr Getsom

- Official Opening of the Golden Plains Civic Centre
- Illabarook Remembrance Day Service

Cr Kirby

- Rural Councils Victoria (RCV) Annual General Meeting
- Official Opening of the Golden Plains Civic Centre
- Rokewood Remembrance Day Service

Cr Rowe

- Official Opening of the Golden Plains Civic Centre

Cr Sharkey

- Official Opening of the Golden Plains Civic Centre

Cr Whitfield

- Meeting - Lethbridge Recreation Reserve Drainage Issues
- Official Opening of the Golden Plains Civic Centre

INFORMAL MEETINGS OF COUNCILLORS

Rule 1 of Chapter 5 of the Governance Rules requires that if there is a meeting of Councillors that:

- a) Is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors.
- b) Is attended by an absolute majority of Councillors and one member of Council staff; and
- c) Is not a Council meeting, delegated committee meeting or community asset committee meeting.

The Chief Executive Officer must ensure that a summary of the matters discussed at the meeting are:

- a) Tabled at the next convenient Council meeting; and
- b) Recorded in the minutes of that Council meeting.

Records of informal meetings of Councillors are reported to an open Council meeting in order to promote transparency of Council decisions, actions and information, in accordance with the Governance Principles as contained in s9(2) Local Government Act 2020. The informal meetings of Councillors records are attached to this report. Rule 6 of Chapter 5 of the Governance Rules provides procedures for the declaration of a conflict of interest at a meeting being held under the auspices of Council, which includes a meeting which meets the definition of an informal meeting of Councillors under Rule 1 of Chapter 5. The informal meetings of Councillors records attached include any declarations of conflicts of interest made at these meetings.

7.2 BERRYBANK WINDFARM COMMUNITY GRANTS - ROUND 2022

File Number:**Author:** Derek Scott, Council Planning & Grants Officer**Authoriser:** Steven Sagona, Director Community, Planning & Growth**Attachments:** Nil**RECOMMENDATION**

That Council note and acknowledge the approved Berrybank Windfarm Community Grants 2022 Round to the value of \$51,513 to the following recipients:

- Cressy & District History Group - Public Art Project, Cressy Water Tower, 'CRESSY, OUR STORY' - \$10,000 (one year funding)
- Geelong Landcare Network Inc. - Get Your Message Out - \$1,540 (one year funding)
- Golden Plains Arts Inc. - GP Arts Inc. Arts Trail - \$26,772 (Total for multi-year funding over 3 years)
- Teesdale Community Events - Teesdale Twilight Market & Carols - \$13,200 (Total for multi-year funding over 3 years).

EXECUTIVE SUMMARY

The purpose of this report is for Council to note and acknowledge the recommended funding of four projects, proposed by community groups through the Berrybank Windfarm Community Grants 2022 Round.

Council received four applications for the round during September 2022. All four proposed projects were assessed as successful for grant funding and will require \$51,513 to complete across the grant streams as follows:

- \$11,540.91 for Economic Development & Tourism Projects
- \$39,972.64 for Community Projects

Berrybank Developments Pty Ltd (Berrybank) contribution of \$51,513 for the Berrybank Windfarm Community Grants 2022 Round will deliver \$165,840 in total value across the 4 projects. Unallocated funds of \$8,486 will be carried-over to the FY23/24 round where a further \$60,000 will be made available.

BACKGROUND

Berrybank and Council entered into the Berrybank Community Grants Agreement (Berrybank Agreement) which was fully executed on 12 September 2019. The Berrybank Agreement provides for Berrybank to contribute to Council the amount of \$2,500 per operating turbine over a 15 year period, with the first tranche of funds becoming available from 1 July 2022. Over the 15 year period it is forecast that the total grants program will contribute approximately \$1.452 million into the local economy through a range of community, economic development and tourism projects.

The assessment of funds is to be overseen by the Berrybank Community Grants Committee which comprises three Council representatives appointed by the CEO, two community representatives and one representative appointed by Berrybank.

An annual external audit is required with a \$5,000 provision provided by Berrybank in addition to the grant funding amount.

There are a total of 43 wind turbines in Stage 1 and a further 26 wind turbines in Stage 2 for the Berrybank Windfarm development. The Golden Plains Shire share of funding comprises 24 turbines in Stage 1 and a further 17 turbines in Stage 2. The anticipated schedule of payments is as follows:

- 1 July 2022 \$60,000
- 1 July 2023 \$60,000
- 1 July 2024 \$102,500, and thereafter for the balance of the 15 year term of the agreement

This grants program is designed to complement Council's existing Community Strengthening Grants Program (CSGP) through a combination of diverting more substantial projects from the CSGP to the Berrybank Windfarm Grants Program. The program is:

- One annual round in September each year.
- Open for projects across Golden Plains Shire.
- Available for projects and events over \$10,000 with one off and recurring funding available.
- Subject to co-contribution by community groups of \$1:\$1 to the total project cost as cash or in-kind to a maximum of \$10,000 per application.

Unallocated funding can be carried over to future grant rounds.

DISCUSSION

The Berrybank Windfarm Community Grants 2022 Round opened on 1 September and closed on 30 September 2022, with extensive promotion and advertising through:

- Council's website
- Media release
- Social media
- Community newsletters
- Golden Plains eGazette
- Emails to community groups, committees, sport and recreation clubs
- Web banner

Berrybank Windfarm Community Grants drop-in sessions were conducted at Bannockburn, Meredith and Rokewood. Two additional drop-in sessions were held on-line to accommodate community members unable to attend in person. Additionally, communities were offered one-to-one grant conversations and support sessions with Council's Community Partnerships Officer and Council Planning and Grants Officer.

Applications Received and Assessed

Initially, four applications were received for the Berrybank Windfarm Community Grants Round 2022 requesting \$51,667 in funding. Adjustment for correct treatment of GST reduced the requested amount to \$51,513. Following initial eligibility assessments of grant applications, none were ruled as ineligible under the program guidelines. Scoring and panel assessments against criteria determined that all grant applications were successful as all met the community benefits needed for consideration.

One grant application is located outside of Golden Plains Shire, however the guidelines state that projects that demonstrate significant benefits/outcomes to Golden Plains Shire communities will be considered. Discussion with the assessors determined the project in question demonstrated sufficient benefits to Golden Plains Shire.

The four applications were assessed with the outcomes and breakdown of grants across the streams as follows:

- Council received two applications to the **Economic Development & Tourism** stream requesting \$1,540. The applications were from:
 - Cressy & District History Group - Public Art Project, Cressy Water Tower, 'CRESSY, OUR STORY' - \$10,000 (one year funding)
 - Geelong Landcare Network Inc. - Get Your Message Out - \$1,695 (one year funding) Note, reduced to \$1,540 with removal of GST component.
- Council received two applications to the **Community Projects** stream requesting a total of \$39,972 over a 3 year period. This applications were from:
 - Golden Plains Arts Inc. - GP Arts Inc. Arts Trail - \$26,772 (Total for multi-year funding over 3 years).
 - \$15,402 in year 1
 - \$5,685 in year 2
 - \$5,685 in year 3
 - Teesdale Community Events - Teesdale Twilight Market & Carols - \$13,200 (Total for multi-year funding over 3 years).
 - \$5,500 in year 1
 - \$3,850 in year 2
 - \$3,850 in year 3

Assessment Process

Each application was assessed for eligibility and then evaluated against the following criteria identified in the funding guidelines:

- Clear objectives identified (20%)
 - (i) The objectives of the project are clearly identified.
 - (ii) The project and intended target group aligns with the Grant Categories listed in the guidelines.
- Direct benefit to the Golden Plains Shire community (40%)
 - (i) The project delivers clear and measurable outcomes and benefits to the target group.
 - (ii) There is potential for the project to have a lasting community impact.
 - (iii) Ability to foster greater understanding of community issues or provide for preventative measures.
- Capacity of the group to manage the funding and deliver the service or project (35%)
 - (i) There is evidence of project planning for the full funding period (including achievable timelines).
 - (ii) The application contains a detailed, clear, and accurate budget.
 - (iii) Clearly demonstrated ability to manage and implement the project.
- Proximity to the Berrybank Wind Farm (5%)
 - (i) Project proposals located closer to the development will be favoured over others located further away.

The panel members each assessed the applications individually. Once the applications had been assessed and scored individually, these assessments were collated and the panel met to discuss each one, to compare and justify the scores they had given.

The full list of projects, details of assessment and recommendations for funding were provided to Council's CEO for review and approval. The CEO has reviewed and approved the four projects for funding to the total value of \$51,513 as listed in the report recommendation.

The Berrybank Windfarm contribution of \$51,513 for the Berrybank Windfarm Community Grants 2022 will deliver \$165,840 in total value across the four projects.

Program Analysis

Development of the Berrybank Windfarm Community Grants 2022 Round leveraged off the existing CSGP process to provide a robust and transparent process that enables capacity building of community groups in gathering information and presenting quality grant applications and opportunities for support/mentoring. Activities to assist with this included:

- In the lead up to Berrybank Windfarm Community Grants 2022 Round, three community grant drop-ins at Bannockburn, Meredith and Rokewood were scheduled, allowing community groups/members an opportunity to discuss their grant applications, clarify any grant criteria requirements and better understand the requirements of an auspice arrangement. Two on-line drop-in sessions were also conducted with one-to-one online or phone conversations to further support community groups.
- A new set of guidelines were developed to streamline the application process and requirements pertaining to grant submissions.
- A new Auspice agreement form was developed and implemented for the Round to assist community groups who were not incorporated and required insurance support.
- Changes to the online grant application forms and user interface were implemented for consistency between the Berrybank Windfarm Community Grants and Council's Community Strengthening Grants process.

Awarding of Successful Grants

A representative from GPG Naturgy Group (the parent company of Berrybank) will be invited to recognise the successful grant recipients at the commencement of the Council Meeting on 22 November. A short description of each group's project, its importance to the community and the amount of funding awarded will be announced.

Representatives from the successful community groups will be invited to attend the Council Meeting or dial into the meeting virtually.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

(Consideration of Service Performance Principles under s.106 of LGA 2020)	
Risk Assessment	Yes
Communication	Yes
Human Rights Charter	Yes
Gender Equality (Gender Impact Assessment required by s.9 of Gender Equality Act 2020)	Yes

GOVERNANCE PRINCIPLES

The Governance Principles under section 9 of the Local Government Act 2020 have been considered and applied both in the recent review of the Berrybank Windfarm Community Grants Program and in the assessment of applications in this round.

POLICY/RELEVANT LAW

The Berrybank Agreement - The Berrybank Windfarm Community Grants Program aims to enable community groups to further enhance the wellbeing and quality of life of the wider community in a partnership relationship with the Berrybank Windfarm and Council.

ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

Following assessment of the applications, the funded projects are not expected to have undue adverse impact on environmental and sustainability objectives.

COMMUNITY ENGAGEMENT

The following strategies were undertaken to promote the Berrybank Windfarm Community Grants Program 2022:

- Promotional articles published in the Golden Plains Gazette and in a number of community newsletters.
- Emails were provided to community groups, sport and recreation clubs and community coordinators.
- A variety of articles and promotion was undertaken via Council's website and Social Media platforms including the promotion of drop-in sessions.
- One-on-one mentoring was offered and provided via meetings, online conferencing or over the telephone.

PUBLIC TRANSPARENCY

The Berrybank Windfarm Community Grants Program Guidelines were established prior to the opening of the round and provide clear processes and criteria for public transparency in the submission, assessment and awarding of community grants.

FINANCIAL MANAGEMENT

The Berrybank Windfarm Community Grants Annual Budget provides an allocation of \$60,000 toward the grants program, where surpluses from any underfunded rounds are carried forward to future rounds. Annual funding is provided from 1 July each year. An annual audit is required as part of the Berrybank Agreement.

Proposed funding of \$32,443 in this round will be paid from the FY22/23 budget, with \$9,535 as recommended for multi-year funding to be carried over to FY23/24, and \$9,535 as recommended for multi-year funding to be carried over to FY24/25. Unallocated funds of \$8,486 will be carried-over to the FY23/24 round where a further \$60,000 will be made available.

RISK ASSESSMENT

A common risk associated with grant programs concerns the application of fair, consistent, transparent and merit-based assessment processes. The Berrybank Agreement is applied to the assessment of all applications for grants in the interests of a consistent approach to both identifying and mitigating risks to the community and Council.

COMMUNICATION

Communication on the outcome of all applications received for the Berrybank Windfarm Community Grants will occur following this report being acknowledged by Council. A ceremony to award the grants at the Council meeting on 22 November 2022 will be undertaken and the outcomes will be promoted via Council's digital and print media platforms.

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

As this report relates to the development or review of a policy, program or service that has a direct and significant impact on the public, the Gender Equality Act 2020 requires that a Gender Impact Assessment (GIA) be undertaken. A GIA was conducted on the CSGP in May 2022 with learnings equally applied to the Berrybank Windfarm Community Grants Program. There are no identified gender inequality implications.

OPTIONS

Option 1 – Council note and acknowledge the approved Berrybank Windfarm Community Grants recipients as detailed in this report.

This option is recommended by officers as the Berrybank Agreement has been applied to all grant applications and following an assessment process, the funded projects have been approved by the CEO.

Option 2 – Council do not acknowledge the approved Berrybank Windfarm Community Grants recipients as detailed in this report.

This option is not recommended by officers as the execution of the Berrybank Agreement has been applied to all grants applications and the funded projects have been approved by the CEO.

Option 3 – Council defer the report.

This option is not recommended by officers as this would likely lead to a delay in the awarding of grants to community groups, thus delaying project delivery and community outcomes.

CONFLICT OF INTEREST

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

CONCLUSION

All applications for the 2022 Berrybank Windfarm Community Grants Program have been assessed against the criteria set by the Committee under the Berrybank Agreement.

Following CEO review, four projects have been approved for funding to the total value of \$51,513 across the two funding streams – \$11,540 for Economic Development & Tourism stream related projects and \$39,972.64 in the Community Projects stream.

Overall, \$165,840 in total project value will be delivered to local communities.

7.3 COMMUNITY STRENGTHENING GRANTS - 2022 ROUND 2

File Number:**Author:** Derek Scott, Council Planning & Grants Officer**Authoriser:** Steven Sagona, Director Community, Planning & Growth**Attachments:** Nil**RECOMMENDATION**

That Council note and acknowledge the approved Community Strengthening Grants 2022, Round 2 to the value of \$66,903 to the following recipients:

- CFA - Cape Clear Fire Brigade - Rural Property Address Signs Project - \$3,190
- Inverleigh Mechanics Institute Reserve Committee of Management (Inverleigh Public Hall Committee) - Heating and cooling for Inverleigh Public Hall Main Hall - \$8,000
- Golden Plains Arts Inc - Smythesdale Arts and Community Fiesta - \$5,280
- Teesdale Mechanics Institute (Teesdale Community Hall) - Community Hall Capacity Renewal Project - \$898
- Ballarat UA3 - Woody Walk Mosaic Trail - \$4,109
- Exploring Robotics (Cape Clear) - Exploring Robotics Project - \$3,629
- Bannockburn Community Planning Group Inc. - Indigenous Artwork Arbour - \$6,387
- Bruce Creek Landcare Group - Lethbridge Primary School Greenhouse - \$3,597
- Friends of Bannockburn Bush - Restoring Biodiversity - \$2,020
- Trust for Nature - For the Love of the Birds; Habitat Restoration at Clarksdale Bird Sanctuary - \$7,000
- DCHI- Dereel Community Hub Inc - Back to School Lunch January 2023 - \$2,000
- Meredith Community Centre - Seniors Day Out - \$1,780
- Bannockburn Inclusive - Bannockburn Inclusive Social Engagement Program - \$2,200
- Cape Clear, Illabarook and Rokewood Junction Community Committee - Valentine's Day Bush Dance - \$2,278
- Bannockburn and Lethbridge Scout Group - Tent Replacements - \$6,684
- Friends of Bannockburn Bush - Communication and Safety - \$3,850
- Haddon Community Learning Centre Inc - Haddon Chat 'n Chew - \$4,000

EXECUTIVE SUMMARY

The purpose of this report is for Council to note and acknowledge the recommended funding of 17 projects, proposed by a variety of community groups through Council's Community Strengthening Grants Program 2022, Round 2.

Council received 18 applications for Round 2 during September 2022. The 17 proposed projects assessed as successful for grant funding will require \$66,903 to complete across the grant streams as follows:

- \$11,190 for the Safety related projects through the Community Safety Stream
- \$20,304 for Arts and Culture projects through the Creative Communities Stream
- \$12,617 for Environmental projects through the Environment and Sustainability Stream.

- \$22,792 for Health and Wellbeing, Sports and Recreation projects through the Healthy Active Living Stream.

Council's contribution of \$66,903 for the Round 2 Community Strengthening Grants 2022 will deliver \$151,785 in total value across the 17 projects.

Successful recipients will be acknowledged via a Community Strengthening Grants presentation at the Council Meeting on 22 November 2022.

BACKGROUND

The Community Strengthening Grants Program provides funding, expertise and support to not-for-profit organisations and community groups that deliver outcomes aligned to the Golden Plains Community Vision 2040 and the Council Plan 2021-2025.

A revised Community Grants Program Framework was developed and adopted by Council in February 2020. The grants program has a focus on:

- Empowering communities to identify and respond to local areas of need,
- Partnering with community organisations to deliver shared outcomes,
- Activating community participation amongst residents,
- Building capacity within the community sector.

Under the Community Grants Program Framework, there are objectives, criteria, application and assessment forms specific to each of the following four grant streams:

- **Healthy Active Living** which seeks projects that help achieve the strategic objectives of the Municipal Public Health and Wellbeing Plan and the Sport and Active Recreation Strategy 2020-2030.
- **Community Safety** which seeks projects that help achieve the goals, outcomes and strategic objectives of the Council's Community Safety Team.
- **Creative Community** which seeks projects that help achieve the goals, outcomes and strategic objectives of Council's Arts, Culture and Heritage Strategy 2022-2026.
- **Environment and Sustainability** which seeks projects that help achieve the goals, outcomes and strategic objectives of Council's Environment Strategy 2019-2027.

All streams of the Community Strengthening Grants are funded on a matched 1:1 ratio for amounts of up to \$10,000.

DISCUSSION

The Community Strengthening Grants 2022, Round 2 opened on 1 September and closed on 30 September 2022, with extensive promotion and advertising through:

- Council's website
- Media release
- Social media
- Community newsletters
- Golden Plains eGazette
- Emails to community groups, committees, and sport and recreation clubs
- Web banner.

Community Strengthening Grant drop-in sessions were conducted at Bannockburn, Meredith and Rokewood. Two additional drop-in sessions were held on-line to accommodate community members unable to attend in person. Additionally, communities were offered one-to-one grant conversations and support sessions with Council's Community Partnerships Officer and Council Planning and Grants Officer.

Applications Received and Assessed

Initially, 18 applications were received for the Community Strengthening Grants 2022 Round 2 requesting \$96,675 in funding. Following initial eligibility assessments of grant applications, none were ruled as ineligible under the program guidelines. Scoring and panel assessments against

criteria determined that one grant application was unsuccessful due to not providing the community benefit needed to be considered. Nine grants were awarded reduced funding from their application. The 18 applications were assessed with the outcomes and breakdown of grants across all streams as follows:

- Council received three applications to the **Community Safety** stream requesting \$22,380 in funding. The applications were from:
 - CFA - Cape Clear Fire Brigade - Rural Property Address Signs Project - \$3,190 fully funded.
 - Inverleigh Mechanics Institute Reserve Committee of Management (Inverleigh Public Hall Committee - Heating and cooling for Inverleigh Public Hall Main Hall - \$10,000. The recommended funding reduces the amount to \$8,000.
 - Golden Plains Together - Golden Plains Together Website - \$9,190. Application was determined to be unsuccessful by the assessment panel.
- Council received five applications to the **Creative Community** stream requesting a total of \$26,934 in funding. This included applications from:
 - Golden Plains Arts Inc - Smythesdale Arts and community fiesta - \$5,830. The recommended funding reduces the amount to \$5,280.
 - Teesdale Mechanics Institute (Teesdale Community Hall) - Community Hall Capacity Renewal Project - \$898 fully funded.
 - Ballarat UA3 - Woody Walk Mosaic Trail - \$5,109. The recommended funding reduces the amount to \$4,109.
 - Exploring Robotics - Exploring Robotics Project - \$7,709. The recommended funding reduces the amount to \$3,629.
 - Bannockburn Community Planning Group Inc - Indigenous Artwork Arbour - \$7,387. The recommended funding reduces the amount to \$6,387.
- Council received three applications to the **Environment and Sustainability** stream requesting a total of \$15,617 in funding. This included applications from:
 - Bruce Creek Landcare group - Lethbridge Primary School Greenhouse - \$3,597 fully funded.
 - Friends of Bannockburn Bush - Restoring Biodiversity - \$2,020 fully funded.
 - Trust for Nature - For the love of the birds; habitat restoration at Clarksdale Bird Sanctuary - \$10,000. The recommended funding reduces the amount to \$7,000.
- Council received seven applications to the **Healthy and Active Living** stream requesting a total of \$31,744 in funding. This included applications from:
 - DCHI- Dereel Community Hub Inc - Back to School Lunch January 2023 - \$2,000 fully funded.
 - Meredith Community Centre - Seniors Day out - \$1,780 fully funded.
 - Bannockburn Inclusive - Bannockburn Inclusive Social Engagement Program - \$2,200 fully funded.
 - Cape Clear, Illabarook and Rokewood Junction Community Committee - Valentine's Day Bush Dance - \$2,278 fully funded.
 - Bannockburn and Lethbridge Scout Group - Tent replacements - \$8,912. The recommended funding reduces the amount to \$6,684.
 - Friends of Bannockburn Bush - Communication and Safety - \$7,700. The recommended funding reduces the amount to \$3,850.
 - Haddon Community Learning Centre Inc - Haddon Chat 'n Chew - \$6,874. The recommended funding reduces the amount to \$4,000.

Assessment Process

Each application was assessed for eligibility and then evaluated by an internal panel against the following criteria identified in the funding guidelines for applicants:

- Clear objectives identified (20%)
 - (i) The objectives of the project are clearly identified
 - (ii) The project and intended target group aligns with the Grant Categories listed in the guidelines.
- Direct benefit to the Golden Plains Shire community (40%)
 - (i) The project delivers clear and measurable outcomes and benefits to the target group.
 - (ii) There is potential for the project to have a lasting community impact.
 - (iii) Ability to foster greater understanding of community issues or provide for preventative measures.
- Capacity of the group to manage the funding and deliver the service or project (40%)
 - (i) There is evidence of project planning for the full funding period (including achievable timelines).
 - (ii) The application contains a detailed, clear, and accurate budget.
 - (iii) Clearly demonstrated ability to manage and implement the project.

The panel for each stream was made up of the Community Partnerships Officer or the Council Planning and Grants Officer with officers whose roles are directly related to each particular stream - for example, the Arts and Culture Advisor for the Creative Community stream and Recreation Officer for the Healthy Active Living stream. The panel members assessed each application they were assigned individually, through SmartyGrants. The assessment forms were consistent across streams. Once the applications had been assessed and scored individually, these assessments were collated and the panel met to discuss each one, to compare and justify the scores they had given.

As required under the Community Grants Framework, the full list of projects, details of assessment and recommendations for funding were provided to the Chief Executive Officer for review and approval. The CEO has reviewed and approved the 17 projects for funding to the total value of \$66,903 as listed in the report recommendation.

Council's contribution of \$66,903 for the Round 2 Community Strengthening Grants 2022 will leverage a further \$84,882 from the community in the delivery of the 17 projects. With matching community contributions, this equates to \$151,785 in total value for Council's investment.

It should be noted that for grant applications that either did not meet the funding criteria or were assessed as unsuccessful, Council officers will make contact with the applicants to further advise and assist with future funding rounds or alternative options.

Program Analysis

Analysis of the previous Community Strengthening Grants Round identified the need to further build the capacity of community groups in gathering information and presenting quality grant applications and opportunities for support/mentoring. Activities to assist with this included:

- In the lead up to Round 2 of the Community Strengthening Grants 2022, three community grant drop-ins at Bannockburn, Meredith and Rokewood were scheduled, allowing community groups/members an opportunity to discuss their grant applications, clarify any grant criteria requirements and better understand the requirements of an auspice arrangement. Two on-line drop-in sessions were also conducted with one-to-one online or phone conversations to further support community groups.
- A revised set of guidelines were revised to streamline and provide clarity to the application process and requirements pertaining to grants submissions.
- An updated Auspice agreement form was developed and implemented for the Round 2 2022 Community Strengthening Grant program to assist community groups who were not incorporated and required insurance support.

- Changes to the online grant application forms and user interface were implemented based on feedback provided after the Community Strengthening Grants 2022 Round 1.

Round 2 of the 2022 Community Strengthening Grants Program was oversubscribed with 18 initial applications requesting a total \$96,675. This is a strong indication that the additional support provided to community groups has assisted in building community capacity to prepare applications.

In addition, it has been indicated that a total of 2,110 volunteer hours will contribute to the successful grant projects.

Awarding of Successful Grants

Following acknowledgement of this report at the Council Briefing on 15 November, Councillors will be invited to recognise the 17 successful grant recipients at the commencement of the Council Meeting on 22 November 2022. A short description of each group's project, its importance to the community and the amount of funding awarded will be announced.

Representatives from the successful community groups will be invited to attend the Council Meeting or dial into the meeting virtually.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

Implications	Applicable to this Report
Governance Principles (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
Policy/Relevant Law (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
Environmental/Sustainability Implications (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
Community Engagement (Consideration of Community Engagement Principles under s.56 LGA 2020)	Yes
Public Transparency (Consideration of Public Transparency Principles under s.58 of LGA 2020)	Yes
Strategies and Plans (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	No
Financial Management (Consideration of Financial Management Principles under s.101 of LGA 2020)	Yes
Service Performance (Consideration of Service Performance Principles under s.106 of LGA 2020)	No
Risk Assessment	Yes
Communication	Yes
Human Rights Charter	Yes
Gender Equality (Gender Impact Assessment required by s.9 of Gender Equality Act 2020)	Yes

GOVERNANCE PRINCIPLES

The Governance Principles under section 9 of the Local Government Act 2020 have been considered and applied both in the recent review of the Community Strengthening Grants program and in the assessment of applications in this round.

POLICY/RELEVANT LAW

Council 5.1 Community Grants Program Policy.

The Community Strengthening Grants Program aims to enable community groups to further enhance the wellbeing and quality of life of the wider community in a partnership relationship with Council.

ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

The Environment and Sustainability funding stream of the Community Strengthening Grants Program directly targets environmental sustainability, resilience and a healthy environment for communities in Golden Plains Shire.

COMMUNITY ENGAGEMENT

The following strategies were undertaken to promote the Community Strengthening Grants Program 2022, Round 2:

- Promotional articles published in the Golden Plains Gazette and in a number of community newsletters.
- Emails were provided to community groups, sport and recreation clubs, community and coordinators.
- A variety of articles and promotion was undertaken via Council's website and Social Media platforms including the promotion of drop-in sessions.
- One-on-one mentoring was offered and provided via meetings, online conferencing or over the telephone.

PUBLIC TRANSPARENCY

The Community Grants Program Framework was adopted in February 2020 and provides clear processes and criteria for public transparency in the submission, assessment and awarding of community grants.

FINANCIAL MANAGEMENT

Council's Annual Budget provides an allocation of \$157,750 toward the Community Grants Program, of which \$12,500 is allocated to SmartyGrants management software. This enables \$145,250 in total grant value to be provided across the Financial Year. Proposed funding of \$66,903 in this round will be paid from the FY22/23 budget.

RISK ASSESSMENT

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

A common risk associated with grant programs concerns the application of fair, consistent, transparent and merit-based assessment processes. The Community Strengthening Grants Framework is applied to the assessment of all applications for grants in the interests of a consistent approach to both identifying and mitigating risks to the community and Council.

COMMUNICATION

Communication on the outcome of all applications received for the Community Strengthening Grants will occur following this report being acknowledged by Council. A ceremony to award the grants at the Council meeting on 22 November 2022 will be undertaken and the outcomes will be promoted via Council's digital and print media platforms.

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

As this report relates to the development or review of a policy, program or service that has a direct and significant impact on the public, the Gender Equality Act 2020 requires that a Gender Impact Assessment (GIA) be undertaken. A GIA was conducted on the Community Strengthening Grants Program in May 2022 and there are no identified gender inequality implications.

OPTIONS

Option 1 – Council note and acknowledge the approved community grants recipients as detailed in this report.

This option is recommended by officers as the Community Grants Framework as adopted by Council in February 2020 has been applied to all grant applications and following an assessment process, the funded projects have been approved by the CEO.

Option 2 – Council do not acknowledge the approved community grants recipients as detailed in this report.

This option is not recommended by officers as Council's adopted Community Grants Framework has been applied to all grant applications and the funded projects have been approved by the CEO.

Option 3 – Council defer the report.

This option is not recommended by officers as Council's adopted Community Grants Framework has been applied to all grant applications and the funded projects have been approved by the CEO. Furthermore, this would likely lead to a delay in the awarding of grants and thus project delivery and community benefit.

CONFLICT OF INTEREST

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

CONCLUSION

Round 2 applications for the 2022 Community Strengthening Grants Program have been assessed against the criteria set by Council under the Community Grants Program framework that was revised and adopted in February 2020.

Following CEO review, 17 projects have been approved for funding to the total value of \$66,903 across the four funding streams – Healthy Active Living, Creative Community, Community Safety and Environment & Sustainability. Council's investment of \$66,903 will deliver a return of \$151,785 in total project value to local communities across Golden Plains Shire and it is estimated that 2,110 volunteer hours will be engaged in these projects.

7.4 P22162 25 RED GUM DRIVE, TEESDALE (SUBDIVISION OF LAND INTO FOUR (4) LOTS UNDER CLAUSES 32.03-3 (LDRZ) AND 43.02-3 (DDO5)**File Number:****Author:** Sarah Smith, Town Planner**Authoriser:** Steven Sagona, Director Community, Planning & Growth**Attachments:** 1. Recommended conditions**RECOMMENDATION**

That Council resolves to issue a planning permit for the subdivision of land at 25 Red Gum Drive, Teesdale into four (4) lots, subject to the recommended conditions attached to this report.

EXECUTIVE SUMMARY

This report relates to a planning permit application for a four (4) lot subdivision at 25 Red Gum Drive, Teesdale. The report provides background to the application and a summary of relevant planning considerations.

The application has been referred to a Council meeting for a determination because there are more than three (3) objections and the application was called in by Cr. Whitfield and seconded by Cr. Cunningham in accordance with Council's Consideration of Planning Applications Policy.

The application was referred both internally and externally with no referral authorities objecting to the proposal. The application was advertised and five (5) objections were received. Matters raised via the objections included density of development and infrastructure concerns. A consultation meeting was held on 13 September 2022. Although the applicant indicated they would be willing to undertake some landscaping and fencing, they were not willing to apply a single story or height restriction covenant to the newly created lots. No objections were withdrawn as a result of the consultation meeting.

Councillors have also been provided with a full copy of the application for consideration prior to the Council meeting. It is recommended that council issue of a Notice of Decision to Grant a Planning Permit, subject to the recommended conditions attached to this report.

BACKGROUND**Site description**

The subject site is known as Lot 18 on LP 145645, 25 Red Gum Drive, Teesdale. The site is 2.1 hectares in area and located within the Low Density Residential Zone (LDRZ) and is subject to a Design and Development Overlay, Schedule 5 (DDO5).

The site is irregular in shape and contains an existing dwelling and ancillary outbuildings. The dwelling and most associated outbuildings are located in the north-west corner of the site; the dwelling is setback approximately 20 metres from Red Gum Drive.

The site also contains scattered vegetation, predominately around the dwelling and an easement runs along some of the rear boundary. There is a degree of fall across the site.

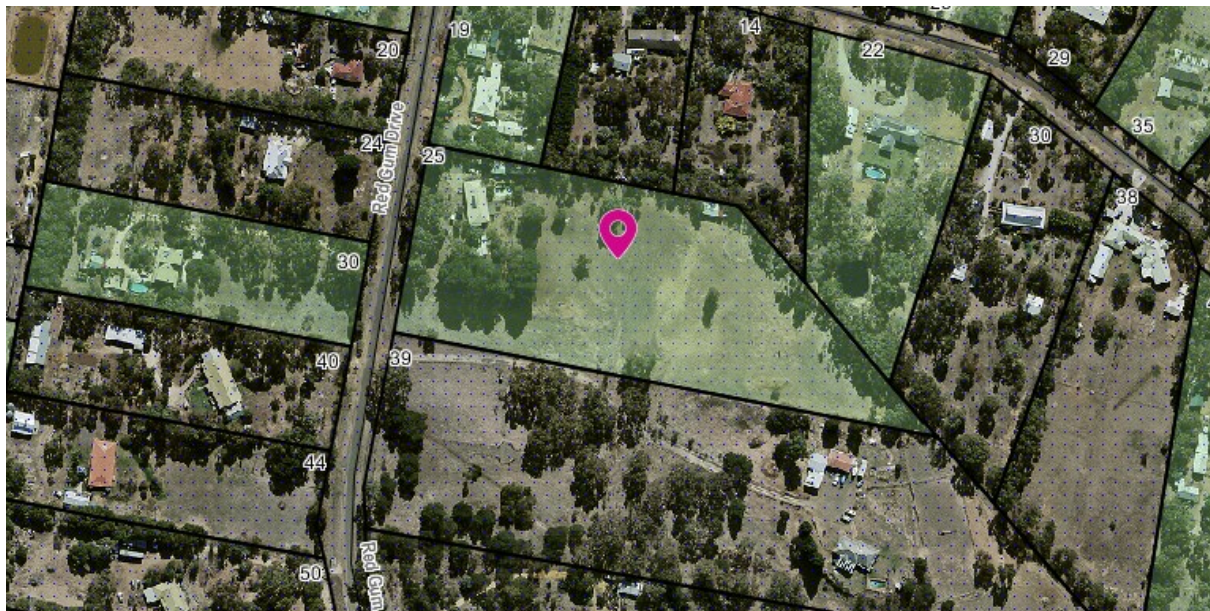
Proposal

The application seeks approval for a four (4) lot subdivision and creation of common property. The proposal is summarised as follows:

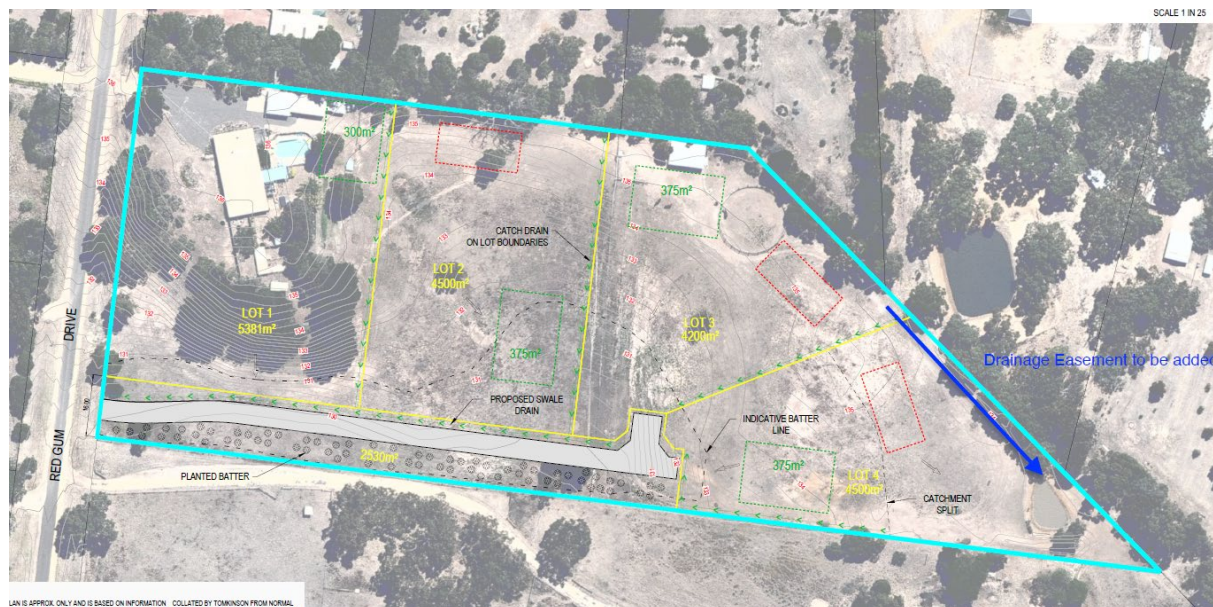
- Lot 1 - 5381sqm. This lot will contain the existing dwelling and some outbuildings and will continue to be serviced by the existing access from Red Gum Drive.
- Lot 2 – 4500sqm. This lot sits behind Lot 1 and will be accessed via common property.

- Lot 3 - 4200sqm. This lot sits behind Lot 2 and will be accessed via common property.
- Lot 4 – 4500sqm. This lot sits at the end of the common property, adjoining Lot 3, and will also be accessed via the common property.
- A 2530sqm common property is proposed along the southern boundary of the subject site. It is proposed to be 16m in width with a turning area at the end. It proposes to contain a swale drain and room for landscaping.

Site Map



Proposed Plan of Subdivision



CONSULTATION

Notice of the application was given in accordance with Section 52 (1)(a)(c) of the *Planning and Environment Act 1987*. Notice was given by mail to 22 owners and occupiers of land and by placing a sign on site. The advertising material was available on Council's website.

There were five (5) objections to the application. A copy of the objections has been provided to the councillors under separate cover. Objector concerns can be broadly summarised as follows:

- **Drainage:** Concerns due to increased density and how the subsequent stormwater runoff will impact and be managed. Whether stormwater management controls and consideration of climate change were assessed. Impact of development on existing waterways and dams.
- **Density:** Increased density and impact on existing semi-rural lifestyle and vistas. Loss of 'rural' outlook and loss of privacy once new lots are developed. The proposal is in contravention of Low Density Residential Zone as lots are smaller than the existing street pattern. Existing 'rural' character should be preserved and increased density discouraged.
- **Infrastructure:** The existing road network is not capable of increased traffic. Increased traffic poses safety concerns to residents due to lack of footpaths and the proposed site location being on single lane road. Location of common property access not in a safe location and concerns around site lines when exiting the site.
- **Amenity:** Noise from the increased density.
- **Wastewater:** How effluent will be managed; concerns with odour and runoff.
- **Flora & fauna:** Impact of vegetation loss and impact on fauna from development.

A consultation meeting was held on 13 September 2022 though no resolution was achieved, and all 5 objections remain.

ASSESSMENT

A planning permit is required under the following provisions of the Golden Plains Planning Scheme:

- LDRZ (Clause 32.03-3) A permit is required to subdivide land. The minimum lot size is 4000sqm.
- DDO5 (Clause 43.02-3) A permit is required to subdivide land.

In accordance with Clause 66.01 of the planning scheme, an application for subdivision of more than 2 lots is required to be referred to utility authorities. The application was referred to:

- Powercor & Barwon Water.

In addition, the following internal referrals were undertaken:

- Development Engineering
- Environmental Health &
- Environment and Sustainability.

None of these objects to the issue of a permit subject to conditions being placed on permit.

PLANNING SCHEME

Municipal Planning Strategy (MPS)

Clause 02.03-1 Strategic Directions

The Strategic Directions for Settlement (LPP Clause 02.30-1) encourages the consolidation of townships, including residential development within township boundaries. The Strategic Directions for Residential Development (LPP Clause 02.03-6) applies to Low Density Residential Zones and discourages subdivision of land in the LDRZ that does not maintain or complement the established character and does not meet the requirements of the Domestic Wastewater Management Plan (DWMP).

Clause 02.04 Strategic Framework Plans

Golden Plains Shire consists of numerous small townships and settlements, including Teesdale. Town structure plans have been prepared for most settlements and establish a basis for future strategic planning decisions in each town.

Settlement planning for the Shire's small towns will:

- Contain growth within existing settlement boundaries.
- Limit the rezoning of land to form new residential land.
- Facilitate infill development as shown on each township map at Clause 02.04.

Planning Policy Framework (PPF)

Clause 11.01-1L – Settlement

This policy seeks to direct population growth to urban areas provided with water, sewerage and social infrastructure.

- *Maintain an urban break between Geelong, Bannockburn, Batesford and Inverleigh.*
- *Direct population growth to urban areas provided with water, sewerage and social infrastructure.*
- *Avoid battle axe blocks in greenfield development.*
- *Support a progressive series of land rezoning within Bannockburn, in line with the staged development of the town taking into account sustainable land supply, growth capacity and infrastructure provision.*

Clause 11.02 Managing Growth

The objective of the policy for the supply of urban land (Clauses 11.02-1S) is to ensure a sufficient supply of land is available for residential and other uses. Planning for urban growth should consider:

- Opportunities for the consolidation, redevelopment and intensification of existing urban areas.
- Neighbourhood character and landscape considerations.
- The limits of land capability and natural hazards and environmental quality.
- Service limitations and the costs of providing infrastructure.

Clause 11.03-6L-05 – Teesdale

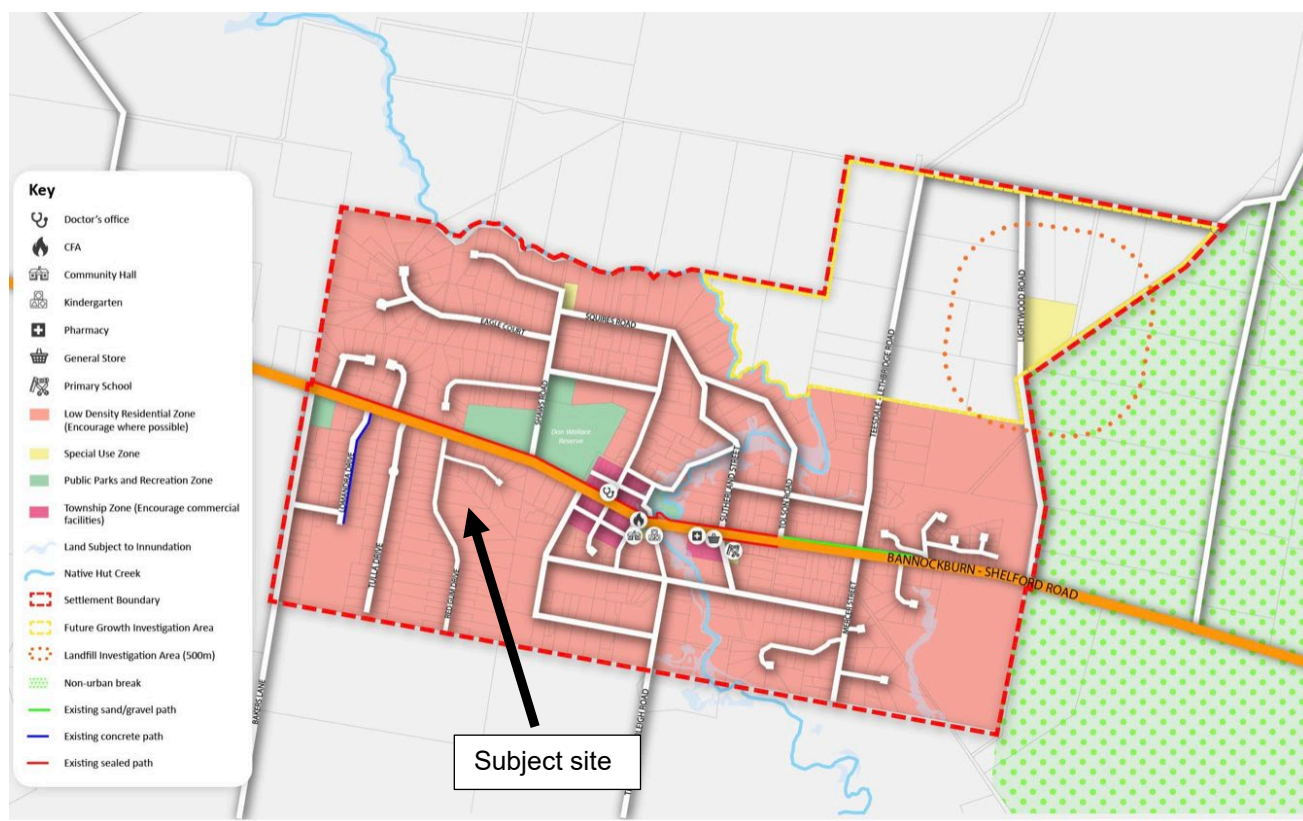
This policy applies to the land identified in the Teesdale Structure Plan Strategic Framework Plan.

Strategies:

- *Implement the Teesdale Structure Plan Strategic Framework Plan.*
- *Ensure development contributes to the landscape, character and history of the town.*
- *Encourage low density residential as the preferred form of settlement growth.*
- *Encourage infill residential subdivision and development where constraints can be managed.*
- *Avoid rezoning any land outside of the Teesdale Settlement Boundary.*

- *Ensure any proposed rezoning and development within the Teesdale Future Growth Investigation Area considers land supply and demand, biodiversity, constraints including bushfire and flooding, the former Teesdale landfill, roads, drainage, open space and community infrastructure, regardless of land ownership.*
- *Ensure development within the Teesdale Future Growth Investigation Area responds to topography, landscape and natural features.*
- *Ensure a suitable development contributions mechanism is in place for the Teesdale Future Growth Investigation Area*

The Teesdale Structure Plan



Clause 15.01-6L – Low Density Residential Subdivision

This policy applies to subdivisions in the Low Density Residential Zone (LDRZ) and encourages subdivision that respects the lot configuration and character elements of the surrounding area. The policy seeks to maintain open and spacious character through:

- Design that provides for generous areas of open space and landscaping including along accessways.
- Retention of existing vegetation.
- Avoiding creation of lots with battle-axe access.
- The provision of wide driveways/access ways with areas available for landscaping.

Clause 19.03-2L – Infrastructure Design and Provision

The strategy of this policy is to provide a consistent approach to the design and construction of infrastructure across the municipality.

In doing so, consider as relevant the *Infrastructure Design Manual* (Local Government Infrastructure Design Association, 2018) for new subdivision and development.

Zone and Overlay Provisions

Clause 32.03 - Low Density Residential Zone (LDRZ)

The site and surrounding land is in a Low Density Residential Zone (LDRZ). The purpose of the LDRZ is to provide for low-density residential development on lots which, in the absence of reticulated sewerage, can treat and retain all wastewater. A permit is required to subdivide land under the provisions of the LDRZ. The LDRZ sets a minimum lot size of 0.4 hectares. The decision guidelines of the LDRZ require Council to consider, as appropriate:

- The protection and enhancement of the natural environment and character of the area including the retention of vegetation and faunal habitat and the need to plant vegetation along waterways, gullies, ridgelines and property boundaries.
- The availability and provision of utility services, including sewerage, water, drainage, electricity, gas and telecommunications.
- In the absence of reticulated sewerage, the capability of the lot to treat and retain all wastewater as determined by a Land Capability Assessment on the risks to human health and the environment of an on-site wastewater management system constructed, installed, or altered on the lot in accordance with the requirements of the Environment Protection Regulations under the *Environment Protection Act 2017*.
- The benefits of restricting size of lots to generally no more than 2 hectares to enable lots to be efficiently maintained without the need for agricultural techniques and equipment.
- The relevant standards of Clauses 56.07-1 to 56.07-4.

Clause 43.02 Design & Development Overlay Schedule 5 (DDO5)

The land is included within the Design & Development Overlay Schedule 5 (DDO5) which relates to setbacks for the construction of buildings. The DDO5 does not contain any specific requirements related to subdivision.

General provisions

The decision guidelines contained in Clause 65.01 of the planning scheme require Council to consider the following matters, as appropriate:

- The matters set out in section 60 of the Act.
- The Municipal Planning Strategy and the Planning Policy Framework.
- The purpose of the zone, overlay or other provision.
- Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the amenity of the area.
- The proximity of the land to any public land.
- Factors likely to cause or contribute to land degradation, salinity or reduce water quality.
- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.
- The extent and character of native vegetation and the likelihood of its destruction.
- Whether native vegetation is to be or can be protected, planted or allowed to regenerate.

- The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.

In addition, before deciding on an application to subdivide land, the decision guidelines contained in Clause 65.02 must be considered, as appropriate:

- The suitability of the land for subdivision.
- The existing use and possible future development of the land and nearby land.
- The availability of subdivided land in the locality, and the need for the creation of further lots.
- The effect of development on the use or development of other land which has a common means of drainage.
- The subdivision pattern having regard to the physical characteristics of the land including existing vegetation.
- The density of the proposed development.
- The area and dimensions of each lot in the subdivision.
- The layout of roads having regard to their function and relationship to existing roads.
- The movement of pedestrians and vehicles throughout the subdivision and the ease of access to all lots.
- The provision and location of reserves for public open space and other community facilities.
- The staging of the subdivision.
- The design and siting of buildings having regard to safety and the risk of spread of fire.
- The provision of off-street parking.
- The provision and location of common property.
- The functions of any body corporate.
- The availability and provision of utility services, including water, sewerage, drainage, electricity and gas.
- If the land is not sewered and no provision has been made for the land to be sewered, the capacity of the land to treat and retain all sewage and sillage within the boundaries of each lot.
- Whether, in relation to subdivision plans, native vegetation can be protected through subdivision and siting of open space areas.

CULTURAL HERITAGE IMPLICATIONS

This proposal does not require the preparation of a Cultural Heritage Management Plan under the *Aboriginal Heritage Regulations 2007*. A CHMP is not required as the land is not within an identified area of Cultural Heritage Sensitivity.

DISCUSSION

Subdivision

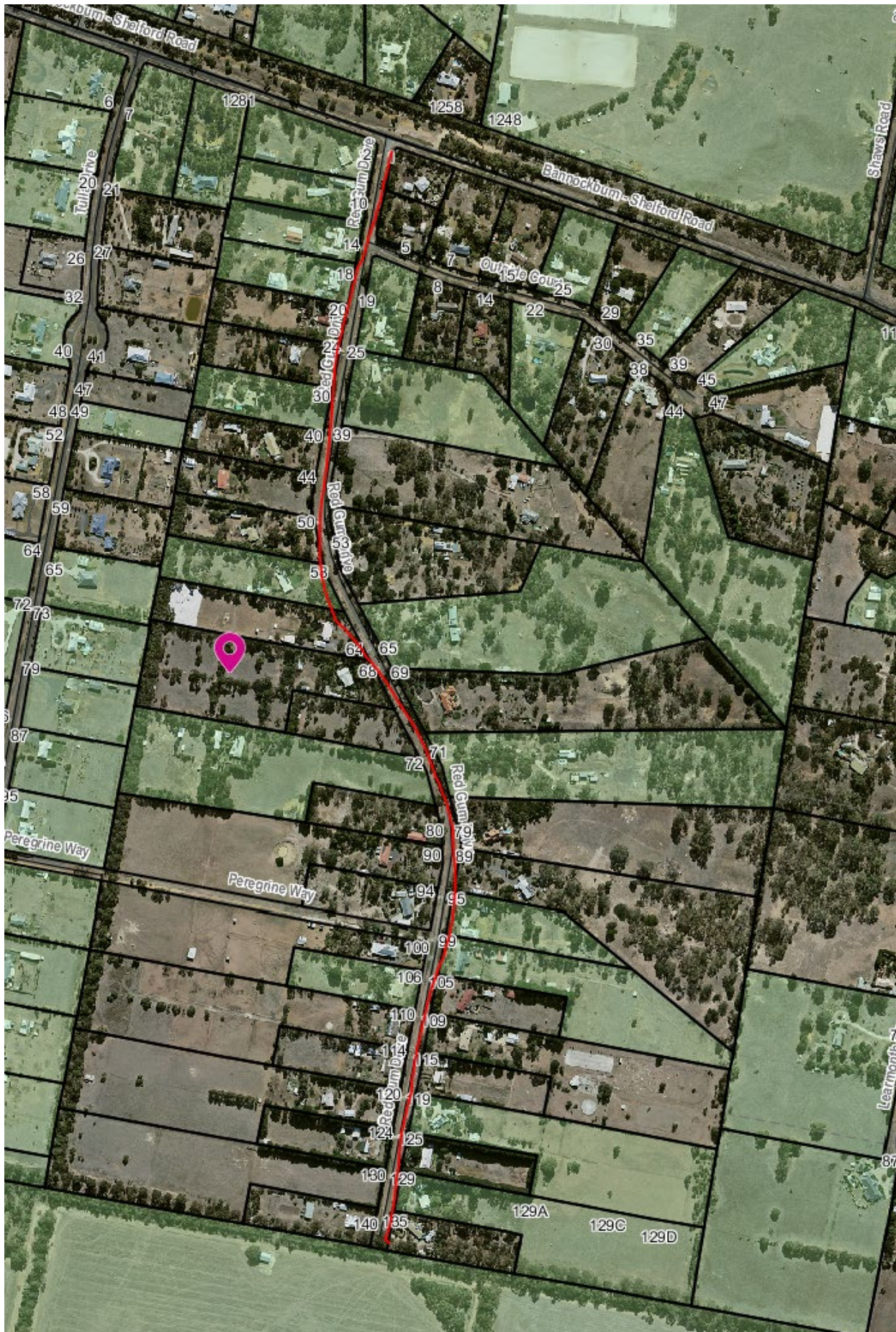
The purpose of the zone is to provide for low density residential development on lots which can treat and retain all wastewater. The minimum lot size in the Low Density Residential Zone is 0.4ha. The application is considered to satisfy the provisions of the zone as the proposed lots will meet this minimum lot size and are of sufficient size to treat and retain all wastewater as demonstrated in the land capability assessment submitted with the application. This was confirmed via internal referral to Environmental Health which has no objection to the proposal and have recommended a number of conditions.

One of the concerns raised by objectors was the loss of 'rural' vistas and character and the loss of privacy because of the proposed smaller lots. The land and surrounds are zoned Low Density Residential. This zone sits within the residential suite of zones in the planning scheme; it is not a rural zone. Much of the 'rural' enjoyment of some nearby (objector) lots is derived from the subject site, which runs east-west to the rear of their north-south facing properties (refer to Attachment 4). A residential property that provides a 'rural' vista to neighbouring properties on account of its

spacious and open backyard should not be sterilised from any future development on account of it being a departure from the look and feel of their (neighbours) immediate surrounds.

The lots to the south, in particular numbers 39 to 89 Red Gum Drive, are generous sized lots ranging between 2.8 and 4.2 hectares. However, a more detailed site and context review within the whole of Red Gum Drive reveals a more varied pattern. On the opposite side of the road are 8 lots in the vicinity of 9000sqm, and further south are more large lots but with smaller lots at the street frontage.

This closer examination of the character of Red Gum Drive demonstrates that the existing pattern of subdivision and lot sizes are not uniform. In addition, two more recent subdivisions at 119 and 129 Red Gum Drive have resulted in the approval of lots down to 4000sqm (refer to the aerial image on the following page for full Red Gum Drive context).



A recent VCAT decision (P183/202) in relation to a proposed 4 lot subdivision of a 2.42 hectare lot at 55 River Drive, Teesdale, is worth noting. In setting aside council's decision and directing that no permit be issued, the tribunal member considered that a 4 lot subdivision would be inconsistent with the character of the area, but stated *'I do not want to be prescriptive about what might be appropriate lot sizes and layouts for the subdivision of on the site'*. Accordingly, the decision appears not to provide direction that sets a clear precedent for the consideration of 'similar' proposals, but requires the consideration of character in the context of each particular application and local setting. To this extent, notwithstanding the River Drive decision, officers consider that the proposed Red Gum Drive proposal sits comfortably with the character of the area, particularly having regard to the smaller lots to the west of this part of Red Gum Drive.

Putting aside the issue of character, VCAT has not raised any doubt or issues in relation to the various strategic policies including vegetation, infrastructure, natural features, character, diversity of housing, improving affordability, changing demand and directing growth into existing settlements. The many and various matters taken into account highlights the complexity in decision making. The strategic policy to consolidate existing, serviced residential land within the town boundaries remains an important priority.

Infill subdivision is driven by landowners. Their reasons are many and varied and include wishing to downsize, to cater for ageing family, to cater for family struggling to get a foothold in the housing market, for financial reasons and more. The resulting infill subdivision goes on to meet the market demand for those seeking a lifestyle alternative to larger regional centres such as Geelong, Ballarat and further afield, or even catering for those downsizing from a rural setting.

The character of this area can continue to be maintained and enjoyed by the retention of the vegetation on proposed Lot 1, a generous width for the common property which will include landscaping, additional boundary landscaping and the on-going character benefits derived from the DDO5 which requires planning approval for buildings within any of the specified setbacks.

The retention of most vegetation on site, coupled with conditions to ensure protective measures for any vegetation close to boundaries during construction works and the requirement for new landscaping will not only protect this character element but will also maintain and ultimately enhance habitat for local fauna.

Matters raised by objectors also included concerns about the ability of existing infrastructure to service the area and what impact the proposal would have beyond property boundaries. A development cannot make existing conditions worse, and it is the role of permit conditions to meet this requirement. However, it is not the responsibility of spot infill developments to address any existing (real or perceived) infrastructure matters further afield whether that be catchment wide, neighbourhood wide or even just one adjoining property.

This was reinforced by the same recent VCAT decision (P183/202) which stated, *'...inadequate drainage is a pre-existing problem that needs to be attended to whether or not this subdivision is approved. Council has recognised that something needs to be done on an area wide basis and has commenced a flood study for the whole of Teesdale (Teesdale Flood Study). Irrespective of what recommendations may flow from that study, all drainage from this or any other site must be restricted to predevelopment levels'*.

The proposal was referred to the required external utilities and internally referred to relevant council departments. No objection to the proposal was received from any referral authority and all have recommended permit conditions.

Some of the objector concerns regarding infrastructure also tied in with climate change concerns. While the planning scheme does include references to climate change and in particular looks to minimise exposure to natural hazards via the increased risks of climate change, this direction is generally aimed at more higher-level strategic planning. However, more recent internal changes to

the assessment of planning applications do in part seek to address some climate related issues, for example the requirement (via 173 agreement) for water tanks to be plumbed into new dwellings on newly created lots to minimise runoff impact (particularly associated with higher intensity events) and efforts to maintain more significant trees and require new plantings.

Having regard to all of the above, the approval of this proposed subdivision is considered appropriate and will not be out of character with the area, as demonstrated by the site and context assessment of Red Gum Drive.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

In assessing and formulating a recommendation for this planning application, the *Planning and Environment Act 1987* and Golden Plains Shire Planning Scheme have been considered in the officers' assessment.

POLICY/RELEVANT LAW

In assessing and formulating a recommendation for this planning application, the *Planning and Environment Act 1987* and Golden Plains Shire Planning Scheme have been considered in the officers' assessment.

ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

Environmental considerations have been taken into account in formulating a recommendation in this matter.

COMMUNITY ENGAGEMENT

Notice of the planning application has been undertaken in accordance with the requirements sets out in the *Planning and Environment Act 1987*, by way of letters to adjoining and adjacent landowners and a sign on the land.

PUBLIC TRANSPARENCY

Having been called-in by councillors, the application is being considered at a public Council meeting, thereby making the determination transparent.

STRATEGIES/PLANS

In assessing and formulating a recommendation for this planning application, the Golden Plains Planning Scheme (which consists of strategic plans) has been considered in the officers' assessment.

RISK ASSESSMENT

- Applicant lodging an Application for Review at the Victorian Civil & Administrative Tribunal.
- Objector may lodge an Application for Review at the Victorian Civil & Administrative Tribunal.
- Applicant lodging an Application for Review at the Victorian Civil & Administrative Tribunal, and due to the unnecessary delay, apply for costs against Council. This outcome may impact Council's professional indemnity insurance and reputational risk to Council.

COMMUNICATION

For all options proposed for this application, the outcome will be communicated to all parties in writing.

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

It is submitted that this report does not impact negatively in relation to gender equality and therefore does not require a Gender Impact Assessment.

OPTIONS

Option 1 – Issue a Notice of Decision to Grant a Permit

This option is recommended by officers as the application satisfies the provisions of the Golden Plains Planning Scheme.

Option 2 – Issue a Notice of Decision to Refuse to Grant a Permit

This option is not recommended by officers as the matters which are required to be considered have been and the application satisfies the provisions of the Golden Plains Planning Scheme.

Option 3 – Defer the matter to another Council Meeting for Consideration

This option is not recommended by officers as there is no outstanding information which would alter the officer recommendation on this matter.

CONFLICT OF INTEREST

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

CONCLUSION

The application satisfies the requirements and provisions of the Planning Scheme including the Teesdale Structure Plan (Clause 11.03-6L-05), the Low Density Residential Subdivision policy (Clause 15.01-6L), the provisions of the LDRZ and the decision guidelines of the Planning Scheme (Clause 65). The proposed subdivision design will ensure there is no adverse effect on the character of the area as each lot can achieve an indicative building envelope (10x15m) as well as on-site effluent disposal. The common property is generous in width and can contain landscaping. The provisions of the DDO5 remain for newly created lots. This means that planning approval is still required for new buildings if any of the setbacks cannot be met.

Conditions have been recommended to address infrastructure requirements. It is recommended that a Notice of Decision to grant a planning permit be issued.

7.5 FINANCE QUARTER 1 UPDATE

File Number:**Author:** Fiona Rae, Manager Finance**Authoriser:** Brooke Holmes, Acting Director Corporate Services**Attachments:**

1. Financial Dashboard
2. Finance Reports

RECOMMENDATION

That Council note the content in the Quarter 1 Finance Report for the 3 months ended 30 September 2022.

EXECUTIVE SUMMARY

As at 30 September 2022, the Income Statement reports total operating revenue of \$37.0m and total operating expenditure of \$10.6m, which results in a year-to-date surplus of \$26.4m. This is \$4.2m favourable compared to the original budget, and \$2.4m favourable to the revised budget.

The Capital Works Statement indicates total capital works expenditure (including commitments) of \$1.5m, which is \$0.6m above the original budget, and \$0.9m below the revised budget. The revised budget includes \$9.5m rolled forward for projects.

The Quarter 1 report was presented to the Audit and Risk Committee at the 8 November 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 three (3) months of the 2022-23 financial year. The attached budget report has been prepared on an operating basis and includes a comparison of actual results for the period to 30 September 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
- Operational and Capital Grants

DISCUSSION**Budget Report**

The operating result for the period is reporting a surplus of \$26.4m compared to the original budgeted surplus of \$22.1m and revised budgeted surplus of \$24.0m. This variance of \$2.4m against the revised budget surplus is primarily due to:

- Rates and charges – Higher customer growth than budgeted
- Capital grants - \$652k grant for Inverleigh Sporting Complex Upgrade received in 2022-23 but budgeted in 2021-22

- User fees and charges – Subdivision supervision fees \$98k lower than budget.
- Materials and services – underspend in information technology \$105k, tree maintenance \$137k, recreation infrastructure maintenance \$135k and drainage maintenance \$108k
- Employee Benefits – variance in budget phasing of July pay period 2 fortnights v actual phasing 1.6 fortnights

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 30 September 2022 the 'Adjusted Underlying Result' is a surplus of \$19.5m, compared to a budget surplus of \$18.2m therefore a \$1.3m favourable variance to budget, this is primarily due to variance in capital grants outlined above.

Capital Projects

Actual versus Budget

Total expenditure in the Statement of Capital Works (including Commitments) is \$1.5m, \$0.6m above the original budget of \$0.9m, and \$0.9m below the revised budget of \$2.4m.

The capital program has delivered 170% of the YTD original budget and 64% of the YTD revised budget. The revised budget includes projects totalling \$9.5m rolled forward into 2022-23 for projects that span multiple years, mainly relating to LRCI Phase 2 & 3 (refer attached capital projects report).

Delivery of Projects

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

Project	Project Budget \$	Project Cost \$	\$ Variance	% Variance
Ajay Roller	77,815	77,815	\$0	0%

Any project savings made are transferred to consolidated revenue and provides opportunity to assist funding for the 2022-23 budget.

The following projects were carried over from 2021-22 into the 2022-23 year:

- Meredith-Shelford Road Stages 4 & 5 (awarded July 2022)
- Tannery Road floodway works road improvement (approved July 2022)
- Arthurs Lane bridge renewal (awarded September 2022)
- Playground refurbishments – Lethbridge Rec Reserve
- Cypress Tree replacement
- Meredith Skate Park (to be awarded in October)
- Leighdale Equestrian Upgrade
- Linton Oval Drainage Upgrade
- Netball/tennis court renewal

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. There were no contracts awarded between these values during the quarter.

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-19-2022- Arthurs Lane Bridge Replacement
- GPSC-RFT-23-2022- Meredith Multi Play Space - Design and Construct
- GPSC-RFT-22-2022- Linton Oval Reconstruction
- GPSC-RFT-26-2022- Leighdale Equestrian Centre New Arena Construction
- GPSC-RFT-25-2022- Rokewood Recreation Netball and Tennis Court Upgrade
- GPSC-RFQ-13-2022 -Truck Super-Dog Trailers x 3
- GPSC-RFT-09-2022-Rokewood Community Hub and Pavilion Upgrade - Detailed Design
- GPSC-RFQ-22-2022-Smart Shires Network
- GPSC-RFQ-12-2022 -Crane Truck

The table below outlines tenders and subsequent contracts awarded by Council during the quarter.

Project:	Awarded to:	Contract Value \$
GPSC-RFT-04-2022 - Bitumen Emulsion CR 60	SAMI Bitumen	Schedule of rates
GPSC-RFT-05-2022 – Roadside Slashing, Township Maintenance, Mowing and Guidepost Spraying	TMC Enviro	Schedule of rates
GPSC-RFT-19-2022 Arthurs Lane Bridge Replacement	Ontrack Civil Earthworks	443,717
GPSC-RFT-07-2022-Meredith-Shelford Road Stage 4 and 5	Berne Fleming Pty Ltd	1,536,237

In addition, if there have been any 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 were no contract variations of this nature during the quarter.

REPORTING AND COMPLIANCE STATEMENTS:

Local Government Act 2020 (LGA 2020)

Implications	Applicable to this Report
Governance Principles (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
Policy/Relevant Law (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
Environmental/Sustainability Implications (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
Community Engagement (Consideration of Community Engagement Principles under s.56 LGA 2020)	Yes

Public Transparency (Consideration of Public Transparency Principles under s.58 of LGA 2020)	No
Strategies and Plans (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	Yes
Financial Management (Consideration of Financial Management Principles under s.101 of LGA 2020)	Yes
Service Performance (Consideration of Service Performance Principles under s.106 of LGA 2020)	No
Risk Assessment	Yes
Communication	Yes
Human Rights Charter	Yes
Gender Equality (Gender Impact Assessment required by s.9 of Gender Equality Act 2020)	No

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 Finance Quarterly Report was presented at the 8 November 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)*.

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.

7.6 COUNCIL PLAN 2021-2025 IMPLEMENTATION - QUARTER ONE

File Number:

Author: Emma Whitelaw, Business Partner Performance and Change

Authoriser: Brooke Holmes, Acting Director Corporate Services

Attachments: 1. Council Plan Implementation Report – Quarter 1

RECOMMENDATION

That Council note the report and implementation of the actions contained in the Council Plan 2021-2025 for Quarter 1 from 01 July 2022 to 30 September 2022.

EXECUTIVE SUMMARY

This report is to update Council on the progress made in actioning the Council Plan 2021-2025 for Quarter 1.

BACKGROUND

The Council Plan 2021-2025 is Council's commitment to delivering on the dreams and aspirations outlined in the Golden Plains Shire Community Vision 2040.

The Local Government Act 2020 requires that a Council Plan be prepared and adopted by 31 October in the year following a general election and that Council must address the strategic planning principles outlined in the Act in the preparation of its Council Plan and other strategic plans.

The Plan plays a key role in setting the strategic direction of Council for the Council term and ensuring an integrated approach is taken to planning, monitoring and performance reporting. The Council Plan has been informed by extensive community engagement and expands on the four Themes of the Community Vision - Community, Liveability, Sustainability and Prosperity with the inclusion of an additional theme in Leadership. The Themes and Community Priorities provide the framework for Golden Plains Shire to align its strategic objectives and actions to for the next four years.

In addition, the Council Plan 2021- 2025 incorporates the Municipal Public Health and Wellbeing Plan (MPHWP) as required under the Public Health and Wellbeing Act 2008. This ensures the priorities for supporting, protecting and improving the health and wellbeing of the Golden Plains Shire community are at the forefront of Council's strategic planning and are integrated across all Council services and initiatives.

DISCUSSION

Progress for the first quarter of the 2021-2025 Council Plan has continued across all pillars in the implementation of the Council Plan.

A detailed explanation of all actions completed to date can be obtained from Attachment 1 – Council Plan Implementation Report – Quarter 1.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

Policy/Relevant Law (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
Environmental/Sustainability Implications (Consideration of the Governance Principles under s.9 of LGA 2020)	No
Community Engagement (Consideration of Community Engagement Principles under s.56 LGA 2020)	No
Public Transparency (Consideration of Public Transparency Principles under s.58 of LGA 2020)	Yes
Strategies and Plans (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	Yes
Financial Management (Consideration of Financial Management Principles under s.101 of LGA 2020)	No
Service Performance (Consideration of Service Performance Principles under s.106 of LGA 2020)	Yes
Risk Assessment	No
Communication	Yes
Human Rights Charter	No
Gender Equality (Gender Impact Assessment required by S.9 of Gender Equality Act 2020.)	No

GOVERNANCE PRINCIPLES

In accordance with the principles in Section 9 of the Local Government Act 2020, the quarterly reporting of the Council Plan will specifically:

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

POLICY/RELEVANT LAW

The quarterly progress report is provided in relation to the Council Plan 2021-2025. Ongoing monitoring of progress is a requirement under section 89 of the LGA 2020.

PUBLIC TRANSPARENCY

The Council Plan quarterly progress report is available for the public to view as part of the Council Meeting agenda or on request.

STRATEGIES/PLANS

The quarterly Council Plan reports provide for ongoing monitoring of progress and regular reviews under section 89 of the LGA 2020.

SERVICE PERFORMANCE

The quarterly progress report focuses on Council's performance in relation to the actions of the Council Plan 2021-2025. Each quarterly report is a valuable tool in demonstrating service gains and improvements.

RISK ASSESSMENT

There are no identified risk implications associated with this report.

COMMUNICATION

The Council Plan quarterly progress report will be available for the public to view as part of the Council Meeting agenda or on request.

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 – that Council note the implementation of the actions contained in the Council Plan 2021-2025 for Quarter 1 from 01 July 2022 to 30 September 2022.

This option is recommended by officers as the report is to provide an overview of the implementation of the actions contained in the Council Plan 2021-2025 Quarter 1 from 01 July 2022 to 30 September 2022.

Option 2 – that Council do not note the implementation of the actions contained in the Council Plan 2021-2025 for Quarter 1 from 01 July 2022 to 30 September 2022.

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

Option 3 – that Council require further information.

This option is not recommended by officers as the full content of the implementation of the actions throughout Quarter 1 is accessible to Councillors.

CONFLICT OF INTEREST

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

CONCLUSION

As outlined in the attached report, actions for Quarter 1 of the Council Plan 2021-2025 have commenced, with some well underway. Continued action and future planning will continue to see the successful progression and completion of the Council Plan 2021-2025.

7.7 GOLDEN PLAINS TRANSPORT CONNECTIONS STUDY

File Number:

Author: Derek Scott, Council Planning & Grants Officer

Authoriser: Steven Sagona, Director Community, Planning & Growth

Attachments: 1. Golden Plains Transport Connections Study

RECOMMENDATION

That Council:

1. Adopt the 'Golden Plains Transport Connections Study' as attached.
2. Use the Study to inform Council's advocacy and future planning and decision-making about public and community transport.
3. Provide the Study to the Department of Transport, G21 Geelong Region Alliance, Central Highlands Councils Victoria and other relevant agencies to inform state and regional advocacy, planning and decision-making about public and community transport.

EXECUTIVE SUMMARY

The 'Golden Plains Transport Connections Study' ("the Study") has been prepared with funding of \$41,420 from the Department of Transport and a matching in-kind contribution from Council in response to a long-understood need for improved transport in the shire as identified by community, Council and State Government. The Study has examined local community and public transport options, gaps and opportunities to improve transport connectivity, accessibility and liveability across Golden Plains Shire. As a regional community with a geographically dispersed population with high private car use, it is also recognised that a shift toward alternative transport modes is preferred to maximise future mobility options.

The Study will inform decision-making and design about Council's community transport program, ensuring that services consider transport disadvantage, consequent social and economic exclusion, and future needs of a growing community. The Study further provides an evidence base to support Council to advocate for greater investment in public and community transport across the shire and will inform the development of resources to promote available transport options to community.

The Study identified high car dependency and poor connectivity across the shire with narrow public transport running times, poor service awareness, a lack of accessibility for vulnerable users and costly alternatives to private vehicle usage. Opportunities that can be explored are improving the existing public transport network, partnering to develop complementary services and improving communications, ticketing and accessibility.

DISCUSSION

Background

Council secured \$41,420 for the Golden Plains Transport Connections Study through the Department of Transport (DOT) 'Flexible Local Transport Solutions' fund and provided in-kind 'funding' to match the DOT grant. Engineering, management and development consultancy, SMEC was engaged by Council to undertake the Study. The Study identified current and future transport needs in Golden Plains Shire, included research and data collection, and engagement with key stakeholders.

The draft Study report (attached) has been reviewed and endorsed by DOT and is now presented to Council for adoption. The Study does not propose a detailed action list, but rather a report to be used by Council to inform advocacy and future planning and decision-making around matters relating to community and public transport. Once adopted by Council, it will also be used by the

Department of Transport to inform its decision-making, internal advocacy and as an example for other councils.

Preparation of the Study

Preparation of the Golden Plains Transport Connections Study included a review of relevant strategic plans including the Regional Network Development Plan, Victoria's Bus Plan, Accessible Public Transport in Victoria Action Plan 2020-2024, Victorian Cycling Strategy 2018-2028, G21 Regional Growth Plan and the Central Highlands Regional Growth Plan; as well as Council's Active Ageing and Inclusion Plan 2020-2024, Bannockburn Growth Plan 2020-2040, Golden Plains Shire Community Vision 2040, Council Plan 2021-2025, Sport and Active Recreation Strategy 2020-2030 and the Youth Development Strategy 2015-2019. The Study also included a transport need and demands assessment and identification of existing transport connections across Golden Plains Shire.

The Study and subsequent report were further informed by the findings of the Golden Plains Shire Community Bus trial, which was conducted from July to December 2021, and by stakeholder engagement activities including:

- Online Survey (68 respondents)
- Community Workshops (held in Inverleigh, Meredith, Linton and online).
- Community Focus Groups (targeted cohorts)
- Interviews (individual community members and organisational stakeholders)
- Councillor engagement via 16 August Briefing
- Staff input (through 17 August presentation to FMT)

Stakeholder engagement was used to understand current transport needs, the transport services currently available and the barriers preventing access to these services. Consultation was undertaken via online surveys, community workshops and focus groups, and stakeholder interviews. The objective of the stakeholder engagement was to generate a spread of responses from transport users and providers alike, including community residents of all ages and abilities.

The two primary stakeholder groups that emerged in the study, as defined by their needs, are:

- Residents who lack independent access to private motor vehicles and are therefore transport disadvantaged in ability to access critical services.
- Residents with an ability to drive but seeking alternatives to private motor vehicle use to enable greater social and recreational trips.

General themes from the engagement indicate challenges associated with car dependency, with a key issue being the restriction of travel freedom for those user groups that cannot drive, such as young people or older adults resulting in unmet latent travel demand. This is especially true for 25 percent of survey respondents, who stated they rely on others for transport.

A detailed stakeholder engagement analysis is provided on pages 26-30 of the Study and has been used to identify transport issues and has informed the development of opportunities and recommendations.

Findings and Recommendations

The report found multiple transport issues resulting in high car dependency, as follows:

- The largest transport barrier is the lack of available alternatives to private vehicle usage. Eighty percent of respondents to the online survey responded that they were dissatisfied with current transport options, citing the limited destinations and low frequency of buses as key barriers to using public transport.
- Narrow running times of existing transport options make commuting difficult and commuting to Melbourne CBD unviable. There was a poor awareness of current services with no single

source of information for public transport, community transport and other associated information.

- Proximity to well serviced regional centres Geelong and Ballarat assumes access by Golden Plains Shire residents. However, 'last mile' service gaps mean commuters were unable to access existing transport options safely.
- Overall, there was poor accessibility for those with mobility issues. There is a strong need for affordable services in order to cater for low-income earners or for those that are unemployed. However, consultation has found that the lack of available public transport services has led to residents turning to more costly alternative transport modes such as on-demand rideshares. In addition, in instances where public buses are unavailable, residents may become more reliant on others such as family and friends for travel leading to a lack of independence.
- As the Shire is reliant on public transport (coaches and buses) to connect to the wider public transport network at Geelong and Ballarat stations, improving connectivity, service frequency and network reach will be essential when it comes to supporting tourism and long-distance travel for work, shopping and education.

The Study identified a short list of opportunities to address these issues, including:

- Improve Existing Public Transport Network
 - Advocate for improved public transport targeting the transport disadvantaged and latent demand for social and recreational trips.
 - Leverage the opportunities for major road and public transport improvements presented by the 2026 Victoria Commonwealth Games, including advocacy for returning rail passenger services between Ballarat and Geelong, including Bannockburn and Meredith.
- Complementary Services
 - Design services to be provided in partnership with other organisations to complement existing transport and Council services.
- Shared Assets
 - Introduce Bus hire for the community.
 - Reuse school buses during off peak times.
- Shared Rides
 - Expand the on-demand service and scheduled bus services.
 - Introduce safer carpooling options and pick up areas.
- Improved Communications and Ticketing
 - Improve communications in the form of centralised information to be provided through an up-to-date website or location with transport specific information (i.e., ticketing outlets – including opening hours)
 - Produce accessible information (non-web-based) including timetables and relevant contacts considering target audiences.
- Moderate Infrastructure Enhancements
 - Provide bicycle parking at bus stops and more bicycle parking generally
 - Provide additional bus stops in town centres with improved hard-stands and waiting areas.
 - Provide more taxi ranks in busy areas.
 - Consider the need for mobility device (larger devices) parking.
- Accessibility Enhancements

- Consider accessibility enhancements to improve connectivity for the transport disadvantaged.
- Improve accessibility of bus stops.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

Implications	Applicable to this Report
Governance Principles (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
Policy/Relevant Law (Consideration of the Governance Principles under s.9 of LGA 2020)	No
Environmental/Sustainability Implications (Consideration of the Governance Principles under s.9 of LGA 2020)	No
Community Engagement (Consideration of Community Engagement Principles under s.56 LGA 2020)	Yes
Public Transparency (Consideration of Public Transparency Principles under s.58 of LGA 2020)	Yes
Strategies and Plans (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	Yes
Financial Management (Consideration of Financial Management Principles under s.101 of LGA 2020)	Yes
Service Performance (Consideration of Service Performance Principles under s.106 of LGA 2020)	No
Risk Assessment	No
Communication	Yes
Human Rights Charter	Yes
Gender Equality (Gender Impact Assessment required by s.9 of Gender Equality Act 2020)	No (See comment below)

GOVERNANCE PRINCIPLES

The overarching governance principles in s.9 of the *Local Government Act 2020* provide for giving priority to achieving the best outcomes for the municipal community and that innovation and continuous improvement is to be pursued. The development of the Transport Connections Study seeks to clarify and prioritise opportunities for improved community transport connectivity and accessibility to improve liveability and create access to services, facilities, and activities for people of all ages and abilities.

COMMUNITY ENGAGEMENT

The community engagement principles under s.56 of the *Local Government Act 2020* have been considered through engagement undertaken to develop the Golden Plains Transport Connections Study. The community engagement process included an online survey completed by 68 respondents, community workshops held at Inverleigh, Meredith, Linton and online. Focus groups were held with targeted cohorts including young people, older community members and people with lived experience of disability. One to one interviews were held with organisational stakeholders and individual community members.

PUBLIC TRANSPARENCY

One of the overarching governance principles in s.9 of the *Local Government Act 2020* is to ensure the transparency of decision making, actions and information. By seeking Council adoption of the Study at an open Council meeting, Council is adhering to the public transparency principles in s.58 of the Act.

STRATEGIES/PLANS

One of the overarching governance principles in s.9 of the *Local Government Act 2020* is that the municipal community is to be engaged in strategic planning and strategic decision making. This is further defined by the Strategic Planning principles under s.89 of the LGA 2020. Preparation of the Transport Connections Study has included a review of and alignment to the objectives and principles of the Golden Plains Shire Community Vision 2040, Council Plan 2021-2025, Active Ageing and Inclusion Plan 2020-2024, Bannockburn Growth Plan 2020-2040, Sport and Active Recreation Strategy 2020-2030 and the Youth Development Strategy 2015-2019.

FINANCIAL MANAGEMENT

The Study does not commit Council to further financial contributions at this time. Costs implications relating to possible future changes or expansion of Council's community transport program will need to be considered at the appropriate time and balanced against competing priorities.

COMMUNICATION

Following Council adoption of the Study report, online and media communications will be provided to the broader community regarding the Golden Plains Transport Connections Study.

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

While a Gender Impact Assessment in relation to this report is not specifically required, it is worth noting that gender equality and inclusion in the Transport Connections Study was considered through the application of quotas of gender within age groups during the community engagement stage. Cohort focus groups included older community members and those with lived experience of disability.

OPTIONS

Option 1 - That Council adopt the Community Transport Connections Study

This option is recommended by officers as this Study has followed a robust process including significant research and engagement, with relevant findings and recommendations appropriately captured in the report.

Option 2 - That Council does not adopt the Community Transport Connections Study

This option is not recommended by officers as the Study and report is considered appropriate and complete.

Option 3 – That Council delay adoption of the Transport Connections Study Report pending further work and changes

This option is not recommended by officers as the Study and report has been appropriately informed by stakeholder feedback and research.

CONFLICT OF INTEREST

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

CONCLUSION

Public and community transport is vital to the social and economic wellbeing of communities and individuals. As a growing population with a high proportion of younger community members, Golden Plains Shire residents suffer significant transport disadvantage.

The Golden Plains Transport Connections Study outlines practical steps that Council and the State Government can pursue to improve this situation over time.

Following Council adoption of the Study, it will be used to inform Council's advocacy and future planning and decision-making, and the planning and decision-making of the Department of Transport.

7.8 CCTV STEERING COMMITTEE UPDATE AND RECOMMENDATIONS MADE FROM COMMITTEE

File Number:**Author:** Matthew Sims, Coordinator Community Safety**Authoriser:** Steven Sagona, Director Community, Planning & Growth**Attachments:** Nil

RECOMMENDATION

That Council:

1. Note that the CCTV Committee has not recommended the installation of CCTV cameras at this time, and that it has recommended as follows:
 - a) Invest in a Community Safety Grant stream that will allow for the replacement and/or installation of surveillance cameras in local businesses, ideally where one camera points to the footpath.
 - b) Ensure that Council buildings, such as the Bannockburn Cultural Centre, have surveillance cameras that record.
 - c) Ensure assets are built/retrofitted with more sturdy equipment and hardware (replacing wooden doors with steel doors etc.)
 - d) Have the Youth Team and Police engage with each other to identify children who may require some intervention and referrals.
2. Consider the CCTV Steering Committee's recommendations and its other findings as captured in this report to inform future planning, policy and decision-making in relation to relevant community safety matters.
3. Write to members of the CCTV Steering Committee to thank them for their work and to advise them of Council's resolution above.

EXECUTIVE SUMMARY

A Steering Committee was formed to report to Council regarding the installation of Closed-Circuit Television (CCTV) within Golden Plains Shire Council. The Steering Committee met on three occasions and determined that, at this stage, CCTV is not required within Golden Plains Shire. The Steering Committee has made four specific recommendations relating to grant funding for surveillance cameras, provision of cameras at Council managed buildings, quality of Council asset building materials and equipment, and collaboration between Council's Youth Team and Police. It is suggested by officers that the Committee's recommendations and findings be noted and used to inform future planning, policy and decision-making in relation to relevant community safety matters.

BACKGROUND

In November 2021, a Closed-Circuit Television (CCTV) Steering Committee was formed comprising Cr. Brett Cunningham (Chair), Cr. Les Rowe, Sergeant Craig Grant, Andy Connolly, Shona Eland, Ed Hinder, Mark Little, Greg Mead, Peter Nunn, Cameron Steele, Steve Taylor and Fiona Warelow.

The members of the Steering Committee came from a various range of backgrounds, including electricians, CCTV specialists, business owners, former and current Police Officers and people who work with our youth.

Statistics from the Crime Statistics Agency Victoria show that between 2021 and 2022, there was a 2.2% increase in offences recorded within Golden Plains Shire. There were 593 recorded offences, with Breach of Family Violence Order accounting for 20% of all offences. For the year to March 2022, Golden Plains Shire had a crime rate of 1,664.1 criminal incidents per 100,000 population. This was the lowest in the state, followed by Nillumbik at 2,063.8 criminal incidents per 100,000 population.

DISCUSSION

A number of options were considered by the committee, including:

- **Multiple Static Cameras** - Either fixed to portable multiple cameras, positioned on the entrances to several towns. These would record vehicle registration numbers and if offences occurred in the area, the data can be downloaded and accessed by Police.
- **A CCTV System** – Positioned in areas where anti-social behaviour is alleged to be occurring, such as the Bannockburn township, The Heart play space and the Bannockburn Skate Park. These locations were studied in depth, however the protection of people's privacy was considered paramount, and in particular it was felt that the current crime rate and total number of incidents does not warrant installing cameras of any type in areas where children are wearing bathers or playing on the skate park, and would be excessive. As all equipment for the cameras would be located in the Police station, Police were concerned at the space this would take up in the limited space they already have.
- **Hardening of Assets** – Building and retrofitting Council equipment, including public toilets, with steel doors in lieu of wooden doors that can easily be damaged.
- **Private Surveillance Camera System** – A system where cameras are installed on private property (local businesses) with one camera pointing into a public area for Police to access at any time. This system requires internet/Wi-Fi capability and for businesses to have the same system installed. The Committee received expert advice that this would not be practical.

Having considered the various options, the Steering Committee resolved to make the following four recommendations to Council:

1. Invest in a Community Safety Grant stream that will allow for the replacement and/or installation of surveillance cameras in local businesses, ideally where one camera points to the footpath.
2. Ensure that Council buildings, such as the Bannockburn Cultural Centre, have surveillance cameras that record.
3. Ensure assets are built/retrofitted with more sturdy equipment and hardware (replacing wooden doors with steel doors etc.)
4. Have the Youth Team and Police engage with each other to identify children who may require some intervention and referrals.

In relation to recommendation 4 above, it is noted that the Youth Team and local police are working together on a referral process for young people at risk of offending. Due to the

generalist services offered by Council, officers would engage specialist services including mental health, housing and alcohol or other drug services. These services would require the consent of the child and their guardian.

The Steering Committee's findings and recommendations provide valuable information that can now be considered and used, as appropriate, by Council to inform future planning, policy development and decision-making on relevant community safety matters.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

Implications	Applicable to this Report
Governance Principles (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
Policy/Relevant Law (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
Environmental/Sustainability Implications (Consideration of the Governance Principles under s.9 of LGA 2020)	No
Community Engagement (Consideration of Community Engagement Principles under s.56 LGA 2020)	Yes
Public Transparency (Consideration of Public Transparency Principles under s.58 of LGA 2020)	Yes
Strategies and Plans (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	Yes
Financial Management (Consideration of Financial Management Principles under s.101 of LGA 2020)	No
Service Performance (Consideration of Service Performance Principles under s.106 of LGA 2020)	No
Risk Assessment	Yes
Communication	Yes
Human Rights Charter	Yes
Gender Equality (Gender Impact Assessment required by s.9 of Gender Equality Act 2020)	Yes

GOVERNANCE PRINCIPLES

The overarching governance principles in s.9 of the *Local Government Act 2020* provide for giving priority to achieving the best outcomes for the municipal community and that innovation and continuous improvement is to be pursued. The CCTV Steering Committee was formed to assist Council in deciding whether a CCTV system in the shire was feasible. This was implemented to achieve the best outcome for the Golden Plains Shire community and Council followed the State Government produced Guide to Developing CCTV for public safety in Victoria.

POLICY/RELEVANT LAW

If it was deemed that a CCTV system was required, the Steering Committee would have had input into the creation of a Council Policy regarding CCTV, which would have considered relevant privacy laws. As the Steering Committee are of the opinion that an installed system is not required, a Council Policy has not been created.

COMMUNITY ENGAGEMENT

Council approached the community via social media and other publications to invite residents and businesses to nominate for appointment to the Steering Committee. Membership of the 12 person Committee including ten community members in addition to two councillors, ensuring an appropriate level of community engagement.

PUBLIC TRANSPARENCY

Inclusion of this report on the Council agenda ensures public transparency around this matter.

STRATEGIES/PLANS

This matter is consistent with Council Plan objective 1.1.1 regarding “Education, programs, services and infrastructure to enable people to feel safe in their local communities including preventing family violence and improving mental wellbeing”. The Council Plan states “Design, maintain and monitor public spaces and infrastructure, including investigation of enforcement approaches and CCTV, to enable community safety and to target illegal and dangerous activities, such as: Dumping, Vandalism and Property damage.”

RISK ASSESSMENT

The installation of CCTV within Golden Plains Shire carries risk, particularly around the privacy of and access to footage. These risks would need to be managed through appropriate policies and procedures.

COMMUNICATION

Council will inform the community about this matter via the media release to the Golden Plains Times and other outlets, social media and 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).

GENDER EQUALITY

As this report relates to the development or review of a policy, program or service that has a direct and significant impact on the public, the Gender Equality Act 2020 requires that a Gender Impact Assessment (GIA) be undertaken. A GIA has been conducted and there are no identified gender inequality implications.

OPTIONS

Option 1 – Resolve to note and consider the Committee’s recommendations in future planning

This option is recommended by officers as the Steering Committee, having considered all relevant matters, has provided valuable information that can now be used to inform Council’s future work on community safety.

Option 2 – Create a CCTV Policy

This option is not recommended by officers as the Steering Committee has decided that, at this time, CCTV is not required in Golden Plains Shire, noting the shire has the lowest crime rate per capita in the state.

CONFLICT OF INTEREST

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

CONCLUSION

The CCTV Steering Committee has played an important role in considering the merits of introducing a CCTV policy, and in identifying other opportunities to improve community safety.

It is envisaged that a request for CCTV will arise again in future however at this stage, with the shire’s current population, police staffing and crime rate per capita, it is not considered to be the right time to introduce CCTV cameras in Golden Plains Shire.

There is, however, an opportunity to use and build on the Committee’s broader work by considering its recommendations to inform Council’s future planning, policy development and decision-making in relation to relevant community safety matters.

7.9 TENDER FOR THE ROKEWOOD NETBALL/TENNIS COURT UPGRADE

File Number:**Author:** David Miocic, Coordinator Community Projects Engineer**Authoriser:** Vicki Shelton, Acting Director Infrastructure & Environment**Attachments:** Nil

RECOMMENDATION

That Council:

1. Resolves to award the Contract GPSC-RFT-25-2022-Rokewood Netball-Tennis Court Upgrade project to iDwala Pty Ltd for the sum of \$670,659.70 exclusive of GST, for the initial term of 6 [six] months.
2. Delegates to the Chief Executive Officer or his delegate authority to execute the contract on behalf of Council.

EXECUTIVE SUMMARY

Golden Plains Shire Council wishes to engage suitably qualified and experienced contractors to undertake the construction of two new netball/tennis courts, LED lighting, shelters, fencing and associated infrastructure at the Rokewood Recreation Reserve.

Following the undertaking of a public tender and evaluation process in accordance with Council's Procurement Policy, it is recommended that iDwala Pty Ltd be appointed to deliver on the project requirements as outlined in the tender specifications.

BACKGROUND

As part of Council's ongoing commitment to supporting healthy living and physical activity, several strategic documents have been developed to help identify community needs and guide future direction and investment, including the Golden Plains Shire Council Sport and Active Recreation Strategy 2020-2030 and Rokewood Recreation Reserve Masterplan.

This project has been identified as a priority 1 project in both plans and is also captured in the AFL Goldfields Regional Strategy, which states that the existing courts are in 'very poor' condition. The successful delivery of this project will ensure the current issues associated with the existing court's deteriorating surface, proximity to the adjacent creek and compromised subgrade are addressed and future issues are mitigated.

To support the timely delivery of this priority project, Council successfully sought \$433,666 funding under Sport & Recreation Victoria's 'Local Sports Infrastructure Fund, Female Friendly Facilities Program'. Key deliverables outlined within the funding agreement include the reconstruction of new netball/tennis courts (x2) with lighting to achieve minimum requirements, the installation of new fencing, undercover benches for players, coaches and timekeepers, and a dedicated storage space.

This project will complement the existing dedicated netball and tennis change facilities for both men and women, and further achieve key priorities outlined in both the Recreation Strategy and Site Masterplan.

DISCUSSION

Works to deliver the Rokewood Netball-Tennis Court Upgrade will include:

- Two (2) compliant multi-purpose concrete courts with netball and tennis line marking.

- Sports LED lighting to competition standard with an average illuminance of 200 lux (Netball) – 350 lux (Tennis).
- Black powder coated chain wire mesh fencing varying from 1.2m to 3.6m in height (inclusive of PA and maintenance gates).
- Player and scoring shelters.
- Storage.

Following advertising of a public tender for the Rokewood Netball-Tennis Court Upgrade, one (1) tender was received.

The tender evaluation panel met twice in October and reviewed the submission. Scores were received individually by procurement from the scoring panel members prior to the first meeting, and after reviewing the pricing schedule and the increased costs, the panel requested a Best and Final Offer (BAFO) from the tender respondent prior to final consensus scoring.

A second meeting was held, and the panel discussed the BAFO response from iDwala Pty Ltd and it was only a minimal reduction in costs, which was not enough to move forward due to funding/budget shortfall. The panel continued to score by consensus to ensure that the evaluation of the tender met the requirements of a preferred supplier for this project based on Capability, Capacity, and Local Content and a consensus score was reached at the meeting.

Council received a 2nd BAFO on 14 October 2022 and based on the updated price submitted, it now recommends iDwala Pty Ltd as the preferred supplier for the Rokewood Netball-Tennis Court Upgrade.

A detailed Confidential Tender Evaluation Report has been previously provided to Councillors.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

Communication	Yes
Human Rights Charter	No
Gender Equality (Gender Impact Assessment required by s.9 of Gender Equality Act 2020)	No

GOVERNANCE PRINCIPLES

The overarching Governance Principles of the Act are a key consideration in the tendering processes for delivery of community infrastructure projects including:

- Priority is to be given to achieving the best outcomes for the municipal community
- Ongoing financial viability is to be ensured.

POLICY/RELEVANT LAW

Tender GPSC-RFT-25-2022-Rokewood Netball-Tennis Court Upgrade complies with GPSC Procurement Policy and the *Local Government Act 2020*.

PUBLIC TRANSPARENCY

Public notice was provided and included advertisements in the Geelong Times, Ballarat Times, Golden Plains Times, The Age and Council's eProcure portal. Decision outcomes will be advised on eProcure tender website and Council minutes.

STRATEGIES AND PLANS

The Rokewood Netball-Tennis Court upgrade is consistent with the Principles of Council's Sport and Active Recreation Strategy 2020-2030 and the Rokewood Recreation Reserve Masterplan (updated in 2020).

FINANCIAL MANAGEMENT

The project is co-funded by Sport and Recreation Victoria grant and Golden Plains Shire Council. The total project budget (construction) is \$751,000.00 (ex GST) inclusive of a 5% construction contingency sum from the following sources:

- | | |
|-------------------------------------------------|--------------|
| • Sport and Recreation Victoria | \$433,666.00 |
| • Golden Plains Shire Council | |
| ○ GL06196 Rokewood Netball/Tennis Court Upgrade | \$217,334.00 |
| ○ GL06135 Netball/Tennis Court Renewal | \$ 72,000.00 |
| ○ GL04009 Open Space Strategy Implementation | \$ 28,000.00 |

Therefore, the **'whole of project'** funding is **\$751,000.00**

The 'whole of project' includes the tendered scope of works associated with this report and the following items:

- | | |
|--------------------------------------------------------|--------------|
| • Tendered Price for works associated with this report | \$670,659.70 |
| • Construction Contingency – approx. 5% | \$ 34,340.30 |
| • Supply and installation of player shelters | \$ 36,000.00 |
| • Installation of concrete slab for shelters | \$ 10,000.00 |

Therefore, the **'whole of project'** cost is **\$751,000.00**

RISK ASSESSMENT

Risks were considered by the evaluation panel requirements associated with this specific type of risk activity are actively monitored throughout the life of the contract. There are no identified risk implications associated with this report.

COMMUNICATION

Council decisions on tender/s awarded are advised through Council Minutes and the electronic tender system 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)*.

OPTIONS

Option 1 – Approve Tender Award – GPSC-RFT-25-2022-Rokewood Netball-Tennis Court Upgrade project.

This option is recommended by Council officers through the Tender evaluation and selection process which recommends GPSC-RFT-25-2022-Rokewood Netball-Tennis Court Upgrade to be awarded to iDwala Pty Ltd.

Option 2 – Not award contract to any tenderer.

This option is not recommended as the works have been identified as high need and if a contract is not awarded, external funding may be compromised and result in reputational damage for Council.

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 submission received in response to Council's request for tender GPSC-RFT-25-2022-Rokewood Netball-Tennis Court Upgrade project as outlined in this report to ensure compliance with:

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

In conclusion, iDwala Pty Ltd met the Council's tender requirements for the Rokewood Netball-Tennis Court Upgrade and is considered best placed to provide these civil works for Council.

7.10 REVIEW OF INSTRUMENT OF APPOINTMENT AND AUTHORISATION - PLANNING AND ENVIRONMENT ACT 1987

File Number:

Author: Sophie Brown, Governance and Risk Specialist

Authoriser: Brooke Holmes, Acting Director Corporate Services

Attachments: 1. Instrument of Appointment and Authorisation - Planning and Environment Act 1987

RECOMMENDATION

In the exercise of the powers conferred by s 147(4) of the *Planning and Environment Act 1987* and other legislation referred to in the attached Instrument of Appointment (the 'instrument'), Golden Plains Shire Council (Council) resolves that:

1. The members of Council staff referred to in the instrument as shown in Attachment 1 be appointed and authorised as set out in the instrument.
 2. The Chief Executive Officer is authorised to execute the instrument by affixing the common seal in accordance with Council's Governance Rules.
 3. The instrument comes into force immediately once the Common Seal of Council is affixed to the instrument and remains in force until Council determines to vary or revoke it.
 4. The previous instrument dated 20 September 2022 is revoked.
-

EXECUTIVE SUMMARY

The appointment of authorised officers under the *Planning and Environment Act 1987* cannot be delegated and must be made through resolution of Council. The Instrument of Appointment and Authorisation under the *Planning and Environment Act 1987* was last reviewed and adopted by Council in February 2022. A review of that instrument has now been completed and updated to reflect staffing changes that have occurred in the Planning team.

It is recommended that Council consider and adopt the revised Instrument, as shown at Attachment 1.

BACKGROUND

The Chief Executive Officer (CEO) appoints the majority of authorised officers under Council's delegation to the CEO. However, under section 188(2)(c) of the *Planning and Environment Act 1987*, the appointment of authorised officers under this Act cannot be delegated and must be made through resolution of Council.

By authorising the relevant officers to act under the *Planning and Environment Act 1987* Council will ensure they have the required authority to carry out their roles within legislative requirements.

DISCUSSION

Council subscribes to the Maddocks Lawyers Delegations and Authorisations service. This service includes the provision of templates and regular updates as required to reflect new or amended legislation.

The instrument of appointment and authorisation under the *Planning and Environment Act 1987* was updated by Maddocks Lawyers in July 2022. Authorised staff have been recently reviewed and the instrument has been updated to reflect staff changes in Council's Planning team.

Officers authorised to act under the *Planning and Environment Act 1987* have authorisation to enter sites, gather evidence or serve legal notices, etc. if required, as appropriate to their level of experience and qualifications.

The specific authorisations provided through this instrument include:

1. under section 147(4) of the *Planning and Environment Act 1987* – appointment as an authorised officer for the purposes of the Planning and Environment Act 1987 and the regulations made under that Act; and
2. under section 313 of the *Local Government Act 2020* authorisation generally to institute proceedings for offences against the Act and/or any regulations.

The proposed changes to the instrument are detailed below:

- Updated list of authorised officers following recent staff changes

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

Implications	Applicable to this Report
Governance Principles (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
Policy/Relevant Law (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
Environmental/Sustainability Implications (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
Community Engagement (Consideration of Community Engagement Principles under s.56 LGA 2020)	No
Public Transparency (Consideration of Public Transparency Principles under s.58 of LGA 2020)	Yes
Strategies and Plans (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	No
Financial Management (Consideration of Financial Management Principles under s.101 of LGA 2020)	No
Service Performance (Consideration of Service Performance Principles under s.106 of LGA 2020)	No
Risk Assessment	Yes
Communication	No
Human Rights Charter	No
Gender Equality (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 have been taken into consideration when completing the update to the instruments of authorisation attached to this report.

POLICY/RELEVANT LAW

The *Local Government Act 2020*; and

The legislation referred to in the attached Instruments of Delegation.

ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

Delegation of powers provided by the *Planning and Environment Act 1987* will allow Council officers to exercise these powers in protection of the environment.

PUBLIC TRANSPARENCY

Council will make available for public inspection a register of authorisations, including the dates on which the last reviews took place.

RISK ASSESSMENT

- Authorised officers are required to ensure Legislative Compliance; and
- Authorisations mitigate risks associated with inappropriate exercise of powers.

COMMUNICATION

Council will make available for public inspection a register of authorisations, including the dates on which the last reviews took place.

Changes to the authorisations will be communicated internally.

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. The gender impact assessment decision matrix has been completed and no gender impact assessment is required.

OPTIONS

Option 1 – That Council adopt the reviewed Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

This option is recommended by officers as this will ensure compliance with legislation and ensure the members of Council staff exercising these powers are appropriately authorised.

Option 2 – That Council defer the report.

This option is not recommended by officers as it will risk non-compliance with legislation and hinder Council staff who require these authorisations to perform their duties.

CONFLICT OF INTEREST

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

CONCLUSION

The appointment of authorised officers under the *Planning and Environment Act 1987* cannot be delegated and must be made by resolution of Council. The Instrument of Appointment and Authorisation under the *Planning and Environment Act 1987* was last reviewed and adopted by Council in September 2022. A review of that instrument has now been completed and updated to reflect staffing changes that have occurred in the Planning team. It is recommended that Council consider and adopt the revised the Instrument, as shown at Attachment 1.

7.11 REVIEW OF INSTRUMENT OF DELEGATION - ENVIRONMENT PROTECTION ACT 2017

File Number:

Author: Sophie Brown, Governance and Risk Specialist

Authoriser: Brooke Holmes, Acting Director Corporate Services

Attachments: 1. Instrument of Sub-delegation - Environment Protection Act 2017

RECOMMENDATION

By this Instrument of Sub-Delegation, in exercise of the power conferred by section 437(2) of the Environment Protection Act 2017 and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021 ('instrument'), Golden Plains Shire Council resolves that:

1. Each duty and/or function and/or power in the instrument be delegated to the member of Council staff holding, acting in or performing the duties of the position referred to in the instrument, as shown in Attachment 1;
2. The Chief Executive Officer is authorised to execute the instrument by affixing the common seal in accordance with Council's Governance Rules;
3. The instrument comes into force immediately upon execution and remains in force until Council determines to vary or revoke it, and must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
4. The previous instrument dated 24 August 2021 is revoked.

EXECUTIVE SUMMARY

The Instrument of Delegation of the Environment Protection Authority under the Environment Protection Act 2017 requires that members of Council staff holding, acting in or performing the duties of the position referred to in the instrument must be delegated through resolution of Council. The instrument was last reviewed and adopted by Council in August 2021. A review of that instrument has now been completed and updated to reflect organisational structure changes.

It is recommended that Council consider and adopt the revised instrument, as shown at Attachment 1.

BACKGROUND

The Chief Executive Officer (CEO) appoints the majority of Council staff delegations under Council's delegation to the CEO. However, under section 437(2) of the Environment Protection Act 2017 ('Act') and the Instrument of Delegation of the Environment Protection Authority under the Act the appointment cannot be delegated to the CEO and must be made through resolution of Council.

The instrument was updated by Maddocks Lawyers in July 2022 and the delegated staff have been reviewed and updated to reflect staff changes in Council's organisational structure.

DISCUSSION

Council subscribes to the Maddocks Lawyers Delegations and Authorisations service. This service includes the provision of templates and regular updates as required to reflect new or amended legislation.

Maddocks Lawyers reviewed the Instrument of Sub-delegation under the Environment Protection Act 2017 in July 2022. The changes are not substantive and are primarily aesthetic in nature, however the July 2022 instrument has been used in this update to ensure the instrument remains up to date.

The specific delegations provided through this instrument under the Environment Protection Act 2017 include:

1. Section 271 – the power to issue improvement notice;
2. Section 272 – the power to issue prohibition notice;
3. Section 279 – the power to amend a notice;
4. Section 358 – functions of the Environment Protection Authority;
5. Section 359(1)(b) – the power to do all things that are necessary or convenient to be done for or in connection with the performance of the Environment Protection Authority's functions and duties and to enable the Authority to achieve its objective; and
6. Section 359(2) – the power to give advice to persons with duties or obligations.

This instrument is subject to the following limitations:

1. The powers, duties and functions described in column and summarised in column 2 of the Schedule are only delegated for the purpose of regulating:
 - a. onsite wastewater management systems with a design or actual flow rate of sewage not exceeding 5000 litres on any day; and
 - b. noise from the construction, demolition or removal of residential premises;

The proposed changes to the instrument are detailed below:

- Updated list of delegated officers following changes to the organisational structure.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

Gender Equality (Gender Impact Assessment required by s.9 of Gender Equality Act 2020)	No
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GOVERNANCE PRINCIPLES

The overarching Governance Principles have been taken into consideration when completing the update to the instruments of authorisation attached to this report.

POLICY/RELEVANT LAW

The *Local Government Act 2020*; and

The legislation referred to in the attached Instrument of Sub-delegation.

ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

Delegation of powers provided by the *Environment Protection Act 2017* will allow Council officers to exercise these powers in protection of the environment.

PUBLIC TRANSPARENCY

Council will make available for public inspection a register of delegations, including the dates on which the last reviews took place.

RISK ASSESSMENT

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

- Delegated officers are required to ensure Legislative Compliance; and
- Delegations mitigate risks associated with inappropriate exercise of powers.

COMMUNICATION

Council will make available for public inspection a register of delegations, including the dates on which the last reviews took place.

Changes to the delegations will be communicated internally.

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 – That Council adopt the reviewed Instrument of Sub-delegation (*Environment Protection Act 2017*)

This option is recommended by officers as this will ensure compliance with legislation and ensure the appropriate delegations for members of Council staff exercising these powers.

Option 2 – That Council defer the report.

This option is not recommended by officers as it will risk non-compliance with legislation and hinder Council staff who require these delegations to perform their duties.

CONFLICT OF INTEREST

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

CONCLUSION

The appointment of delegated officers under the *Environment Protection Act 2017* cannot be delegated to the CEO and must be made by resolution of Council. The Instrument of Delegation of the Environment Protection Authority under the Environment Protection Act 2017 was last reviewed and adopted by Council in August 2021. A review of that instrument has now been completed and updated to reflect organisational structure changes. It is recommended that Council consider and adopt the revised the instrument, as shown at Attachment 1.

**7.12 COUNCILLOR EXPENSES AND MEETING ATTENDANCE REPORT - QUARTER ONE
ENDING 30 SEPTEMBER 2022****File Number:****Author:** Rosie Wright, Coordinator Governance and Risk**Authoriser:** Brooke Holmes, Acting Director Corporate Services**Attachments:** 1. Councillor Expenditure - Q1 2022-23 (YTD)**RECOMMENDATION**

That Council note the contents of the Councillor Expenses and attendance report for quarter one of 2022/23.

EXECUTIVE SUMMARY

The report provides a record of expenditure made on behalf of Councillors in the performance of their duties for quarter one of 2022/23. This report also includes quarterly updates on Councillor attendance at both scheduled and unscheduled meetings of Council. Providing regular updates throughout the year on the Councillor attendance at meetings enables enhanced transparency rather than one annual update as reported in Council's annual report.

BACKGROUND

In accordance with legislation and policy, Councillors can be reimbursed for eligible out of pocket expenditure in relation to resources and training to undertake their role as Councillors.

Furthermore, Councillors have responsibility to provide leadership to the community including decision making on behalf of the community. The formal decision-making process is conducted through council meetings which are held on the fourth Tuesday of each month. The meetings provide an opportunity for community members to attend and if required, address the Council in support of their submissions. This report now provides a regular update on Councillor attendance at scheduled meetings and unscheduled meetings of Council during the year.

DISCUSSION

Summarised in the attached document are the figures for expenses for the Mayor and Councillors for quarter one of 2022/23.

The actual expenditure in comparison to the annual budget is as follows:

Category	Annual Budget \$	Actual \$	Percentage spent
Conferences & Training Expenses	17,735	2,657.94	14.99%
Travel Expenses	5,605	1,145.65	20.44%
Car Expenses	12,797	1,316.03	10.28%
IT & Communications	6,426	706.90	11.00%
Childcare Expenses	-	-	-
Total Councillor Allowances	42,563	5,826.52	13.69%

Councillor attendance at scheduled and unscheduled meetings of council

The table below outlines the Councillor attendance at both scheduled and unscheduled meetings of Council for quarter one of 2022/23.

Council held the following meetings:

- 3 scheduled Council meetings held in July (26th), August (23rd) and September (27th)

Councillor	Scheduled meetings (3 meetings)	Unscheduled meetings (0 meetings)	Total meetings (3 meetings)	Total meetings (YTD 2022-23)
Brett Cunningham	3	0	3	3
Gavin Gamble	3	0	3	3
Ian Getsom	2 <i>Apology - Aug</i>	0	2	2
Helena Kirby	3	0	3	3
Les Rowe	2 <i>Apology - Sep</i>	0	2	2
Owen Sharkey	3	0	3	3
Clayton Whitfield	3	0	3	3

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

Human Rights Charter	No
Gender Equality (Gender Impact Assessment required by s.9 of Gender Equality Act 2020)	No

POLICY/RELEVANT LAW

In accordance with section 41B of the *Local Government Act 2020*, Council must adopt and maintain an expenses policy in relation to the reimbursement of out-of-pocket expenses for Councillors and members of delegated committees.

The expenses outlined in this report comply with Golden Plains Shire Council's Councillor expenses and entitlement policy.

PUBLIC TRANSPARENCY

In accordance with Section 58 of the *Local Government Act 2020*, information contained within this report complies with the public transparency principles.

FINANCIAL MANAGEMENT

Councillor expenses and reimbursements are monitored against the annual financial budget to ensure expenses remain within the budget provision adopted.

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 – That Council note the contents of this report.

This option is recommended by officers as it ensures compliance with legislated requirements.

Option 2 – That Council defer the report.

This option is not recommended by officers as the report provides an update on Councillor expenses and attendance for quarter one 2022/23 which has now finished.

CONFLICT OF INTEREST

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

CONCLUSION

That Council note the contents of the Councillor Expenses and attendance report for quarter one of 2022/23 being the quarter ended 30 September 2022.

7.13 AUDIT & RISK COMMITTEE REPORT - 8 NOVEMBER 2022**File Number:****Author:** Sophie Brown, Governance and Risk Specialist**Authoriser:** Brooke Holmes, Acting Director Corporate Services**Attachments:** 1. **Unconfirmed Minutes - Audit & Risk Committee Meeting 8 November 2022****RECOMMENDATION**

That Council note the unconfirmed minutes from the Audit & Risk Committee meeting held on 8 November 2022.

EXECUTIVE SUMMARY

This report is being submitted to Council to provide a summary of business considered at the 8 November 2022 meeting of the Audit & Risk Committee.

BACKGROUND

The Audit & Risk Committee (the Committee) is an independent advisory committee to Council. The primary objective of the Committee is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and facilitating the organisation's ethical development.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

Human Rights Charter	No
Gender Equality (Gender Impact Assessment required by s.9 of Gender Equality Act 2020)	No

POLICY/RELEVANT LAW

To remain compliant with Section 53 of *Local Government Act 2020*, the Audit and Risk Committee has been established to assist Council in fulfilling its responsibilities relating to risk management, financial management and control and reporting.

PUBLIC TRANSPARENCY

A summary of matters considered at the Audit and Risk Committee meetings is presented to an open Council meeting for transparency to the public.

RISK ASSESSMENT

There are no identified risk implications associated with this 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).

CONFLICT OF INTEREST

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

CONCLUSION

The next meeting of the Audit & Risk Committee is yet to be scheduled, however will be held in or around February 2023.

8 NOTICES OF MOTION

Nil

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 Chief Executive Officer Performance Review

This matter is considered to be confidential under Section 3(1) - f 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 personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.
