



AGENDA

Council Meeting

6.00pm Tuesday 20 December 2022

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

NEXT COUNCIL MEETING
Tuesday 28 February 2023

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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10.1	Golden Plains Shire Council Community Awards 2022	Error! Bookmark not defined.

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 22 November 2022 as circulated.

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

7 BUSINESS REPORTS FOR DECISION

7.1 CITIZEN RECOGNITION AWARD

File Number:

Author: Ben Jordan, Manager Recreation & Community Infrastructure

Authoriser: Phil Josipovic, Director Infrastructure and Environment

Attachments: Nil

Golden Plains Shire is proud to recognise the fantastic achievements and contributions made by young people in the community. We are fortunate today to present a Citizen Recognition Award to Harry Coleman who is being recognised for his achievement in the sport of lawn bowls.

- Harry is 12 years old, lives in Inverleigh and commenced little bowls at the age of 3. For the last 5 years, Harry bowled in pennant competition for Inverleigh Bowls Club and recently changed to City of Geelong Bowls Club to play in the Premier League against the best adult bowlers in the Geelong region.
 - As a student at Inverleigh Primary School, Harry was recently chosen to represent Victoria in the recent School Sports Association Bowls Championship where he was the youngest member of the team that came runner up to New South Wales.
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7.2 CITIZENSHIP CEREMONY

File Number:

Author: Elise Holmes, Executive Assistant to the CEO

Authoriser: Eric Braslis, CEO

Attachments: Nil

EXECUTIVE SUMMARY

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

- Fiona Alvarez who is from the Philippines and resides in Lethbridge
- George and Sior Cassar who are from Malta and reside in Scarsdale
- Sutthilux Hamer who is from Thailand and resides in Bannockburn
- Victor Lothian who is from Zimbabwe and resides in Lethbridge
- Nancy Thomas Mannil and Catherine Thomas who are from India and reside in Haddon
- Soon Ryu and Jay and Yohan Kim who are from South Korea and reside in Lethbridge
- Joseph Reyher-Cochrane who is from the United States and resides in Ross Creek
- Lisa Shaw who is from New Zealand and resides in Lethbridge
- Stewart Simpson who is from the United Kingdom and resides in Maude
- Georgina Spicer who is from Britain and resides in Morrisons
- Caroline Taylor who is from the United Kingdom and resides in Lethbridge
- Pannawit Yhimyungman who is from Thailand and resides in Bannockburn
- Andrew and Sandra Dickson who are from Britain and reside in Meredith.

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

7.3 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 - 17 November 2022
2. Informal Meetings of Councillors Record - 22 November 2022
3. Informal Meetings of Councillors Record - 6 December 2022
4. Informal Meetings of Councillors Record - 13 December 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 Cunningham**

- Official Opening of the new Woolworths Store in Bannockburn
- Haddon 150th Anniversary
- Great Victorian bike Ride - Riders Briefing in Anglesea
- Great Victorian Bike Ride Stopover at Inverleigh
- Splash Park Opening Photo Opportunity
- Monthly GPS Staff Meeting
- Community Reference Group
- Mayoral Awards – Teesdale, Bannockburn, Shelford, Meredith, St Mary McKillop Primary Schools
- Meeting with City of Greater Geelong
- Meeting with Libby Coker – MP
- Moorabool River Reserve – Community Meeting

Cr Gamble

- Geelong Arts Centre 2023 Program & Events Launch - Wine and Canape Soiree
- Bannockburn Bike Park Design and Community Engagement Workshop
- MAV Rural South Central Regional Meeting
- Geelong Arts Centre - 2023 Program & Events Launch
- Great Victorian Bike Ride Community Hosting and Market at Inverleigh
- Great Victorian Bike Ride participation to Buninyong
- Golden Plains Bike Users Group (GPBUG) Meeting
- Meredith Music Festival
- Moorabool River Reserve Masterplan Community Meeting
- Mayoral Student Awards: Lethbridge, Napoleons, Ross Creek Primary Schools
- Golden Plains Twilight Market
- Teesdale Twilight Market and Carols
- Dereel Christmas Party
- Bannockburn Food Swap
- Smythesdale Country Market
- Lethbridge CFA Community Christmas Fete
- Environmental Volunteer and Agency Network (EVAN) Meeting

Cr Getsom

- Woody Yaloak - Scarsdale Primary School Graduation
- Woody Yaloak - Smythesdale Primary School Graduation
- Haddon Primary School Graduation

Cr Kirby

- Bannockburn Bike Park Design Workshop
- Official Opening of the new Woolworths Store in Bannockburn
- Cape Clear Primary School Graduation
- Rokewood Primary School Graduation
- Active Ageing and Inclusion External Advisory Group Meeting

Cr Rowe

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Cr Sharkey

- Geelong Arts Centre 2023 Program & Events Launch - Wine and Canape Soiree

Cr Whitfield

- Official Opening of the new Woolworths Store in Bannockburn
- Haddon 150th Anniversary
- Great Victorian Bike Ride Stopover at Inverleigh

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.

7.4 P22218 USE THE LAND AS A REAL ESTATE AGENCY, ASSOCIATED WORKS AND THE DEVELOPMENT OF BUSINESS IDENTIFICATION SIGNAGE.**File Number:****Author:** Nicholas Harrison, Statutory Planner**Authoriser:** Steven Sagona, Director Community, Planning & Growth**Attachments:** 1. Recommended Planning Permit Conditions**RECOMMENDATION**

That Council resolves to issue a planning permit for the use of the land as a real estate agency, associated works and the development of business identification signage at 19 Milton Street, Bannockburn, subject to the conditions attached to this report.

EXECUTIVE SUMMARY

This report relates to a planning permit application for the use of the land as a real estate agency, associated works and the development of business identification signage at 19 Milton Street, Bannockburn. The report provides a background to the application and a summary of the relevant planning considerations.

In accordance with Council's Consideration of Planning Applications Policy, an application where a Council officer or current sitting Councillor has a financial interest in the subject site must be forwarded to a Council meeting for determination. There are no objections to the application. Councillors have been provided with a full copy of the application for consideration prior to meeting.

The issue of a Planning Permit is recommended, subject to the conditions attached to this report.

BACKGROUND**Site description**

The subject site is located at 19 Milton Street, Bannockburn and is formally known as Lot 2, LP131457. It sits on the southern side of Milton Street with a frontage to Milton Street of approximately 30.18 metres and a depth of some 65.38 metres and a total area of approximately 1,882 sqm. The site contains an existing single storey dwelling which has a total floor area of approximately 170 sqm. There are two crossovers to Milton Street with a gravel driveway running between the crossovers in front of the dwelling. The driveway also runs along the southern boundary to a shed and carport at the rear of the dwelling. There are established garden plantings between the dwelling and the Milton Street frontage which partially screen the dwelling from Milton Street. Milton Street is a sealed council road.

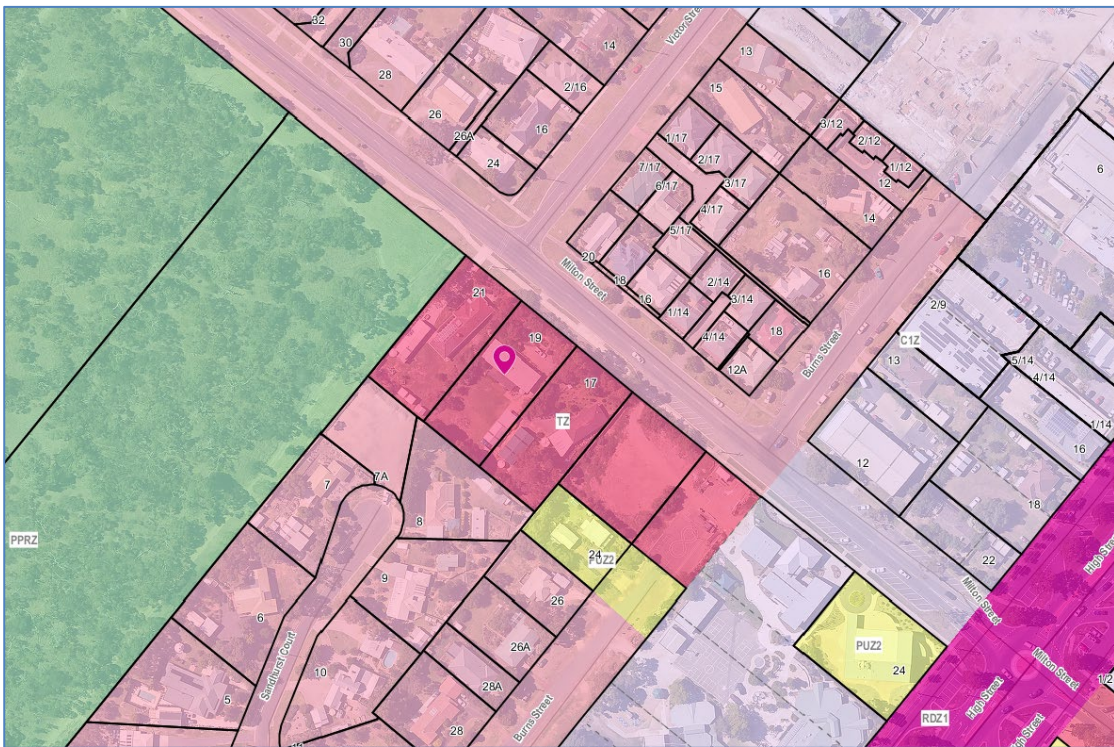
The subject land is in the Township Zone (TZ) and no overlays apply. The site is bordered to on either side by lots of the same size which also contain dwellings. Adjacent land to the rear of the lot and a short distance to the north-east on the corner of Milton and Burns Streets Street are dwellings within the General Residential Zone (GRZ1).

The site is approximately 107m to the south-east of the commercial centre of Bannockburn, 84m east is St Mary Mackillop Primary School and a short distance to the north-east on the corner of Milton and Burns Streets is a veterinary clinic and stock feed supplies.

Site Map



Zoning Map



Proposal

The proposal is for use of the land for an Office (Real estate agency) and Business identification signage. The signage is proposed to be located at the front of the site on a timber paling structure with a concrete base. The signage is to serve as Business identification signage measuring 0.2 x 1.2m giving an overall area of area of 0.24sqm.

To facilitate the proposed use, the applicant has submitted that the existing dwelling on site will be converted into a Real estate agency. The existing dwelling will be internally modified. No external building works are proposed.

The normal hours of operation proposed for the Real estate agency are proposed to be:

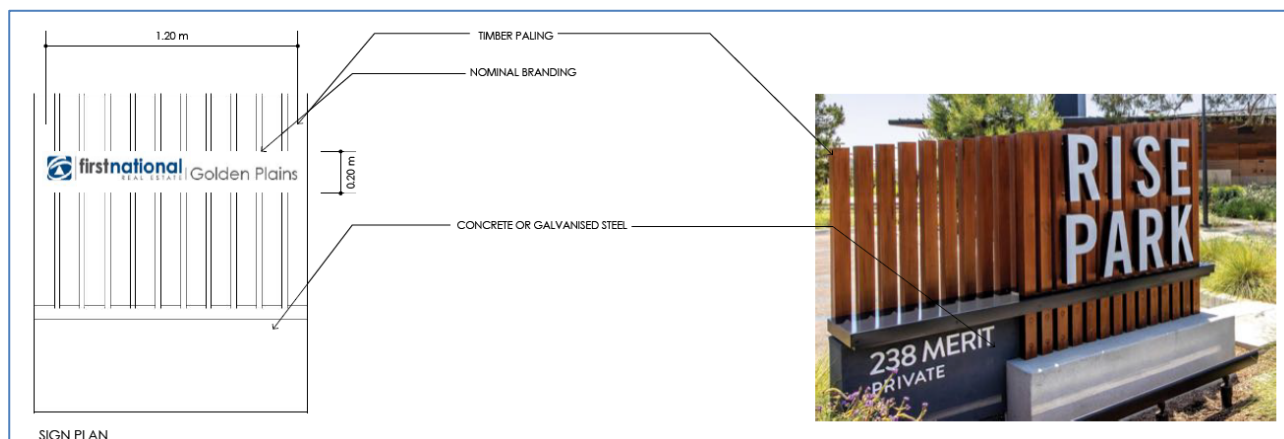
- o Monday - Friday: 9:00am - 5:30pm
- o Saturday: 9:00am - 1:00pm

The existing crossovers to Milton Street and gravel driveways will be utilized for access to the proposed parking spaces. Three new parking spaces are proposed to be constructed in front of the dwelling, including a disabled parking space, and four staff parking spaces in a tandem arrangement in the existing garage and carport at the rear of the dwelling.

Proposed layout



Proposed Business identification signage



CONSULTATION

Notice of the application was given in accordance with Section 52 of the *Planning and Environment Act 1987*. Notice was provided by mail to all adjoining owners and/or occupiers, with a total of 17 letters being sent, a sign placed onsite and the application information was placed on Council's website for viewing. As a result of the public notice no objections were received.

ASSESSMENT

A planning permit is required under the following provisions:

- Clause 32.05-2 & 32.05-10 – Township Zone (TZ). A permit is required for the use of the land as an Office (Real estate agency) and associated buildings and works.
- Clause 52.02-13 – Signs (Category 3 – High amenity areas). A permit is required for the development of business identification signage.

The application was lodged on 13 July 2022. Further information was requested on 9 August 2022 and the further information was received on 27 September 2022.

There are no referral authorities specified in the planning scheme for an application of this type. The application was internally referred to Council's Works department who had no objection to the issue of a permit subject to conditions being placed on the permit.

PLANNING SCHEME

Municipal Planning Strategy (MPS)

Clause 02.03 Strategic Directions

The towns of the Shire need to operate in clustered networks with key towns providing services and facilities utilised by towns within that network. Bannockburn, Meredith, Rokewood and Smythesdale provide the focus points for these clusters.

Bannockburn is the largest urban centre in Golden Plains Shire and a key regional centre within the Shire's network of townships across the south-east, serving residential, commercial and administrative functions. The sewerage of the town, its rural ambience and proximity to Geelong have attributed to its strong growth in recent years. This growth, however, has also placed pressure on retaining the ambience that makes the town attractive.

Clause 2.03-7 Economic Development

The retail sectors of the Shire's urban centres have strong relationships with surrounding agricultural communities. Bannockburn is a regional shopping centre with a significant catchment. Other towns such as Inverleigh, Linton, Meredith and Smythesdale perform important local shopping and business roles. In promoting economic development, Council will:

- Support the efficient use of commercially zoned land.
- Consolidate commercial use and development to reinforce the viability and vitality of commercial and retail centres.
- Direct commercial and retail services to Bannockburn and other district commercial and retail centres, as identified in Table 1.

Table 1 identifies Bannockburn as a sub-regional commercial and retail centre with higher order and specialty commercial and retail development to service the south-east portion of the Shire.

Planning Policy Framework (PPF)

Clause 11.03-6S Regional and local places

The objective of this policy is to facilitate integrated place-based planning.

Clause 11.03-6L-01 – Bannockburn

Strategies include:

- *Reinforce the Bannockburn Town Centre as the primary location for retail floorspace in Bannockburn.*
- *Support a wide range of industry and business activities to meet the needs of a growing population and to provide increased employment opportunities.*
- *Support a diversity of uses within the Bannockburn Town Centre.*
- *Support the re-use of existing housing stock, particularly heritage buildings for professional/commercial uses in the Township Zone and Commercial 1 Zone to retain a sense of the existing town fabric.*

Clause 17.02-1S - Business

The objective of this policy is to encourage development that meets the community's needs for retail, entertainment, office and other commercial services.

Clause 17.02-1L – Business

Strategies include:

- *Direct commercial and retail use and development to town commercial and retail centres, including those in the Township Zone (TZ).*
- *Avoid linear commercial and retail development along highways and beyond identified commercial precincts.*
- *Support commercial and retail use and development that is consistent with the role of each township as identified in the table at Clause 02.03-7 Economic Development.*

Zone and overlay provisions

Clause 32.05 – Township zone (TZ).

The site and land either side is in a Township Zone (TZ). The purpose of the Township Zone is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To provide for residential development and a range of commercial, industrial and other uses in small towns.*
- *To encourage development that respects the neighbourhood character of the area.*
- *To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.*

The use of the land as an Office (other than a Medical centre) is a section 2 permit required use in the Township Zone and requires a permit. Real estate agency does not have its own definition at clause 73 however it is nested under the broader definition of Office:

Land used for administration, or clerical, or technical, professional or other like business activity. No goods or materials indented for manufacture, sale, or hire may be stored on the land. Other than electoral office and medical centre, it does not include any other defined use.

A permit is also required for buildings and works associated with a section 2 use.

The decision guidelines of the TZ require Council to consider, as appropriate:

- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *The protection and enhancement of the character of the town and surrounding area including the retention of vegetation.*
- *The availability and provision of utility services, including sewerage, water, drainage, electricity, gas and telecommunications.*
- *The design, height, setback and appearance of the proposed buildings and works including provision for solar access.*
- *The need for a verandah along the front or side of commercial buildings to provide shelter for pedestrians.*
- *Provision of car and bicycle parking and loading bay facilities and landscaping.*
- *The effect that existing uses on adjoining or nearby land may have on the proposed use.*
- *The scale and intensity of the use and development.*
- *The safety, efficiency and amenity effects of traffic to be generated by the proposal.*

Particular provisions

Clause 52.05 – Signs

The purpose of the signs provision is:

- *To regulate the development of land for signs and associated structures.*
- *To ensure signs are compatible with the amenity and visual appearance of an area, including the existing or desired future character.*
- *To ensure signs do not contribute to excessive visual clutter or visual disorder.*
- *To ensure that signs do not cause loss of amenity or adversely affect the natural or built environment or the safety, appearance or efficiency of a road.*

Category 3 – High amenity areas is applicable to the Township Zone. The purpose of this category is “*To ensure that signs in high-amenity areas are orderly, of good design and do not detract from the appearance of the building on which a sign is displayed or the surrounding area*”.

Pursuant to clause 52.05-13 (High amenity areas) a permit is required for Business identification signage. No size limit is specified.

The decision guidelines for Signs require Council to consider, as appropriate:

- *The character of the area including:*
 - *The sensitivity of the area in terms of the natural environment, heritage values, waterways and open space, rural landscape or residential character.*
 - *The compatibility of the proposed sign with the existing or desired future character of the area in which it is proposed to be located.*
 - *The cumulative impact of signs on the character of an area or route, including the need to avoid visual disorder or clutter of signs.*
 - *The consistency with any identifiable outdoor advertising theme in the area.*
- *Impacts on views and vistas:*
 - *The potential to obscure or compromise important views from the public realm.*
 - *The potential to dominate the skyline.*
 - *The potential to impact on the quality of significant public views.*
 - *The potential to impede views to existing signs.*
 - *The relationship to the streetscape, setting or landscape:*
 - *The proportion, scale and form of the proposed sign relative to the streetscape, setting or landscape.*
 - *The position of the sign, including the extent to which it protrudes above existing buildings or landscape and natural elements.*
 - *The ability to screen unsightly built or other elements.*
 - *The ability to reduce the number of signs by rationalising or simplifying signs.*
 - *The ability to include landscaping to reduce the visual impact of parts of the sign structure.*
- *The relationship to the site and building:*
 - *The scale and form of the sign relative to the scale, proportion and any other significant characteristics of the host site and host building.*
 - *The extent to which the sign displays innovation relative to the host site and host building.*
 - *The extent to which the sign requires the removal of vegetation or includes new landscaping.*
- *The impact of structures associated with the sign:*
 - *The extent to which associated structures integrate with the sign.*
 - *The potential of associated structures to impact any important or significant features of the building, site, streetscape, setting or landscape, views and vistas or area.*
- *The impact on road safety. A sign is a safety hazard if the sign:*
 - *Obstructs a driver's line of sight at an intersection, curve or point of egress from an adjacent property.*
 - *Obstructs a driver's view of a traffic control device, or is likely to create a confusing or dominating background that may reduce the clarity or effectiveness of a traffic control device.*

- *Could dazzle or distract drivers due to its size, design or colouring, or it being illuminated, reflective, animated or flashing.*
- *Is at a location where particular concentration is required, such as a high pedestrian volume intersection.*
- *Is likely to be mistaken for a traffic control device, because it contains red, green or yellow lighting, or has red circles, octagons, crosses, triangles or arrows.*
- *Requires close study from a moving or stationary vehicle in a location where the vehicle would be unprotected from passing traffic.*
- *Invites drivers to turn where there is fast moving traffic or the sign is so close to the turning point that there is no time to signal and turn safely.*
- *Is within 100 metres of a rural railway crossing.*
- *Has insufficient clearance from vehicles on the carriageway.*
- *Could mislead drivers or be mistaken as an instruction to drivers.*

52.06 Car Parking

The purpose of the car parking provisions is:

- *To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework.*
- *To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.*
- *To support sustainable transport alternatives to the motor car.*
- *To promote the efficient use of car parking spaces through the consolidation of car parking facilities*
- *To ensure that car parking does not adversely affect the amenity of the locality.*
- *To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.*

Before a new use commences the number of car parking spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay must be provided to the satisfaction of the responsible authority. The use of the land for an office requires a rate of 3.5 parking spaces to each 100 sqm of net floor area.

Clause 52.06-9 Requirement for a car parking plan.

Plans must be prepared to the satisfaction of the responsible authority before a new use commences.

Clause 52.06-9 Design standards for car parking.

Plans prepared in accordance with Clause 52.06-8 must meet the design standards of Clause 52.06-9, unless the responsible authority agrees otherwise. The decision guidelines of the car parking provisions require Council to consider, as appropriate:

- *The role and function of nearby roads and the ease and safety with which vehicles gain access to the site.*
- *The ease and safety with which vehicles access and circulate within the parking area.*
- *The provision for pedestrian movement within and around the parking area.*

- *The provision of parking facilities for cyclists and disabled people.*
- *The protection and enhancement of the streetscape.*
- *The provisions of landscaping for screening and shade.*
- *The measures proposed to enhance the security of people using the parking area particularly at night.*
- *The amenity of the locality and any increased noise or disturbance to dwellings and the amenity of pedestrians.*
- *The design and construction standards proposed for paving, drainage, line marking, signage, lighting and other relevant matters.*
- *The type and size of vehicle likely to use the parking area.*
- *Whether the layout of car parking spaces and access lanes is consistent with the specific standards or an appropriate variation.*
- *Whether the layout of car spaces and accessways are consistent with Australian Standards AS2890.1-2004 (off street) and AS2890.6-2009 (disabled).*

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.*
- *The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.*
- *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 sullage within the boundaries of each lot.*

CULTURAL HERITAGE IMPLICATIONS

This proposal does not require the preparation of a Cultural Heritage Management Plan (CHMP) under the *Aboriginal Heritage Regulations 2018*.

DISCUSSION

Use and Development

The proposed use of the land as a Real estate agency and associated works are consistent with the planning policy framework and the purpose of the Township Zone as:

- The planning policy framework directs commercial uses to the Bannockburn Town Centre, including land in the Township Zone.
- The proposed use will support the consolidation of commercial uses and diversity of uses within the Bannockburn Town Centre to meet the needs of a growing population and maintain employment.
- The development will support the re-use of an existing dwelling for a professional/commercial use in the Township Zone to retain a sense of the existing town fabric.
- Most of the vegetation on the land will be retained and a landscape plan will be required to ensure the vegetation is maintained.
- All utility services, including sewerage, water, drainage, electricity and telecommunications are available on the land.
- The design, height, setback and appearance of the existing dwelling will not be altered.
- The accessways and car parking areas will utilise the existing driveway and parking area at the front of the dwelling and there will be landscaping areas at the front of the property and in other locations.
- An amended plans condition is recommended to provide a more functional car parking at the rear of the site to cater for staff parking. This is required as the proposed use of the existing garage and carport to provide tandem carparking is not considered adequate, functional or in keeping the purposes of clause 52.06. It is also not a desired outcome to approve sub-standard car parking arrangements in the Township Zone in the centre of Bannockburn, the largest township within the municipality.
- The use of the land as a real estate agent will not have a significant impact upon the amenity of the adjoining properties facing Milton Street which are also located in the Township Zone. The building is relatively small and the landscaping areas around the existing driveway will largely be maintained. The office and car parking areas are well setback from the property at the rear.
- No objections were received from the adjoining property owners.

Signage

The proposed signage is modest in size and the supporting structure has been designed to sit comfortably within the existing context and character of the area. The proposed signage is not illuminated and will not have a negative impact on road safety.

The location of the signage as was shown on the original plans submitted for assessment has not been shown amended plans submitted for consideration version. A condition of permit will require this detail to ensure that the location of the signage is reinstated on the plans and thus endorsed as part of the approval.

Car parking

The use of the land for an Office requires a rate of 3.5 parking spaces to each 100 sq m of net floor area. Since the dwelling has a net floor area of 170 square metres 7 parking spaces are required.

The plans submitted for assessment have met this requirement for 7 parking spaces, but an amended plans condition is recommended to provide for an improved car parking outcome.

The original site and car parking plan was referred internally to Councils Engineering department who did not object to the layout of the car parking areas subject to a requirement that the entry and exit must be signposted and delineated for one-way traffic flow.

The car parking plan generally satisfies the design standards for car parking except for the use of tandem parking spaces at the rear of the dwelling.

The use of tandem parking spaces and their location within the existing garage and carport in front of the garage is not in keeping with the purposes of clause 52.06 which include, among other things:

- *To ensure that car parking does not adversely affect the amenity of the locality.*
- *To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.*

Some staff employed at a Real estate agency can reasonably be expected to regularly come and go from the office to meet clients and inspect properties requiring easy and efficient use of these parking spaces. If these spaces are not able to be efficiently and easily used there is a possibility that staff will look to use on street parking which experiences high demands at times, particularly before and after school hours.

Since there is ample land available on site for the provision of parking spaces that do not have these limitations, it is considered that two additional parking spaces should be provided to address these concerns.

It is recommended that a condition of permit require the provision of two additional parking spaces to the north-west of the proposed disabled parking space. There is room in this area for two additional parking space that meet the design standards while maintaining a minimum setback of 7.5 metres from the northern boundary. The tandem spaces may be retained as spaces in addition to the minimum car parking requirements.

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 Equality (Gender Impact Assessment required under S.9 of the <i>Gender Equality Act</i> 2020)	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.

PUBLIC TRANSPARENCY

As objections have been submitted for this application, the application is being forwarded to Council for a decision, thereby making the determination transparent.

STRATEGIES/PLANS

In assessing and formulating a recommendation for this planning application, the Golden Plains Shire 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 considered that this report does not impact negatively in relation to gender equality and hence does not require a Gender Impact Assessment.

OPTIONSOption 1 – Issue a Notice of Decision to Refuse to Grant a Permit

This option is not recommended by officers because the application is considered to satisfy the provisions of the Golden Plains Shire Planning Scheme.

Option 2 – Issue a Permit

This option is recommended by officers as the matters which are required to be considered have been, and the application considered to satisfy the provisions of the Golden Plains Shire 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 conflict of interest regarding this matter.

CONCLUSION

The application satisfies the provisions of the Planning Scheme, including the Municipal Planning Strategy and Planning Policy Framework, particularly the Township Zone, Clause 52.02 - Signage. An amended plans condition is recommended to ensure a better car parking outcome, consistent with the purpose and decision guidelines of Clause 52.06 – Car Parking. The application responds well to the decision guidelines of the Planning Scheme (Clause 65). It is recommended that a permit be issued subject to the conditions attached to this report.

7.5 AMENDMENT C101GPLA - APPLICATION OF HERITAGE OVERLAY FOR 4 WALLACE STREET MEREDITH

File Number:

Author: Daniel Murrihy, Strategic Planner

Authoriser: Steven Sagona, Director Community, Planning & Growth

Attachments: 1. C101gpla Amendment Documents

RECOMMENDATION

That Council:

1. Adopts Amendment C101gpla without changes in accordance with Section 29(1) of the Planning and Environment Act 1987 as set out in Attachment 1 to this report.
2. Requests the Minister for Planning to approve Amendment C101gpla in accordance with section 31 (1) of the Planning and Environment Act 1987.

EXECUTIVE SUMMARY

Planning Scheme Amendment C101gpla proposes to apply a Heritage Overlay to the section of the property at 4 Wallace Street, Meredith that contains the historic house and buggy shed/stables as recommended in the Heritage Assessment. The Amendment was exhibited between October 6 and November 7, with one submission (Attachment 2) in support of the amendment.

This report seeks authorisation for Council to adopt and request the Minister for Planning to approve Amendment C101gpla.

BACKGROUND

In May 2022 Council authorised officers to prepare and exhibit an amendment to apply a Heritage Overlay to the property at 4 Wallace Street Meredith.

The Amendment was exhibited to the public between October 6 and November 7 as required in Section 19 of the Planning and Environment Act 1987. One submission was received from neighbouring residents who supported the proposed Heritage Overlay and protection of the house in particular.

DISCUSSION

The property had been identified in Stage One of the Golden Plains Heritage Study, but due to budget constraints was not included in the Stage Two Heritage Study and left with other properties for consideration in a later Study. Council received a request to demolish the dwelling at 4 Wallace Street on the 28th of March 2022 under Section 29A of the Building Act (1993).

Subsequently officers undertook an investigation into the heritage value of the property, including a Heritage Assessment by Heritage Advisor Lorraine Huddle. The Heritage Assessment found that the homestead known as Clontarf at 4 Wallace Street Meredith including the Victorian Regency styled house and the Federation Georgian house attached behind it, and the stable and buggy shed, are significant to the town of Meredith.

The Amendment proposes a Heritage Overlay only to the portion of the property that the house and buggy shed/stables stand in, allowing the remainder of the property to be subdivided and developed. The owners of the property have been supportive of restricting the overlay to this portion of the property.

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)	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

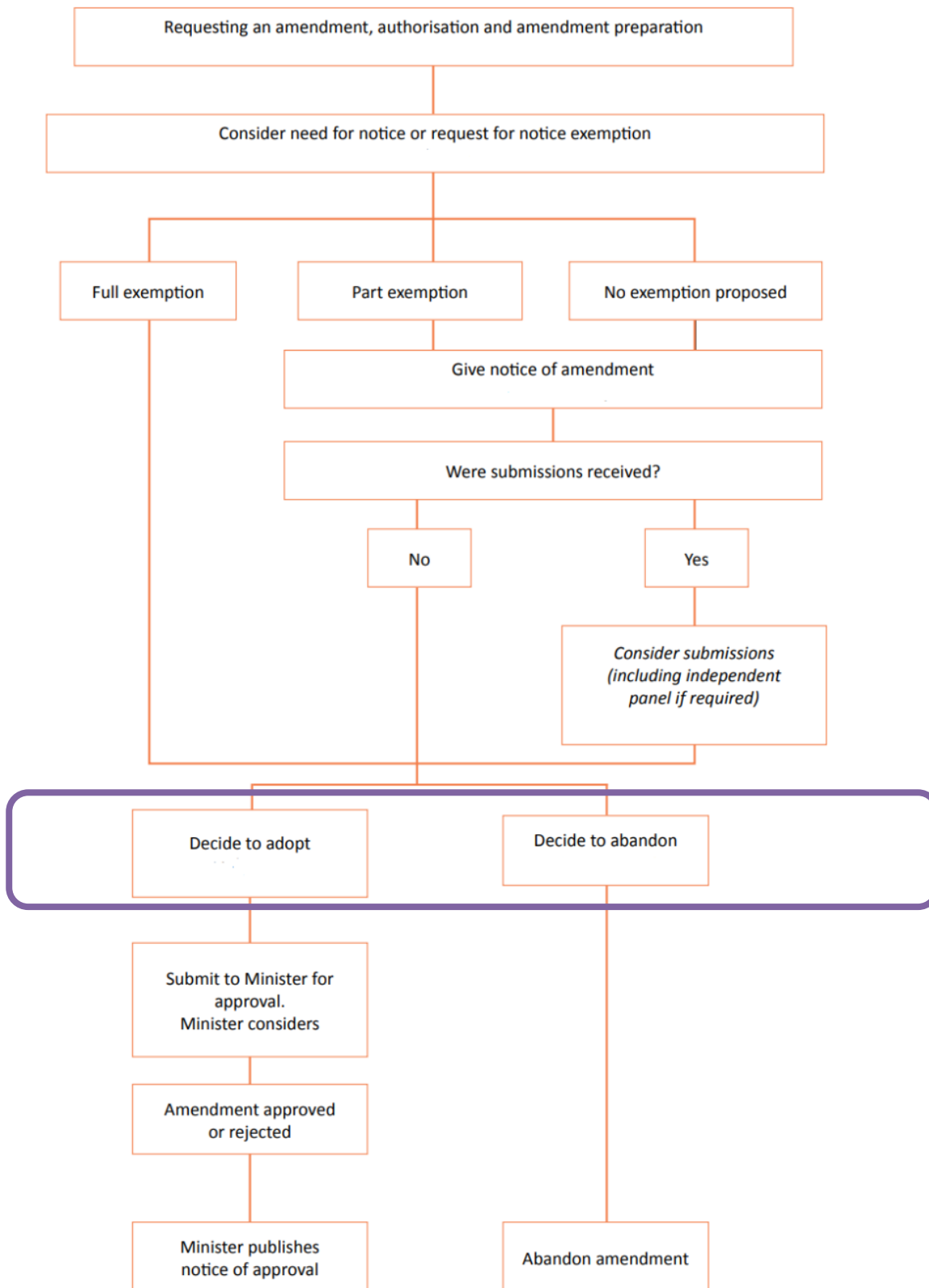
The Amendment will result in a good planning outcome ensuring the preservation of a locally significant heritage place.

The Amendment will achieve the objectives of the State Planning Policy Framework at Clause 15.03-1 (Heritage conservation) by ensuring the conservation of a place of heritage significance.

The Amendment will achieve the objectives of the Local Planning Policy Framework (LPPF) including Clause 15.03-1L Heritage Conservation includes an objective “Discourage the demolition of significant or contributory heritage places”.

POLICY/RELEVANT LAW

The Amendment is proposed to proceed in accordance with the provisions of the *Planning and Environment Act 1987*. The steps in the Amendment process are shown below.



ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

The proposed Amendment will not have any adverse effects on sustainability or the environment.

COMMUNITY ENGAGEMENT

The Amendment has been prepared and exhibited in accordance with the provisions of the *Planning and Environment Act 1987*.

PUBLIC TRANSPARENCY

The exhibition of the amendment and reporting will ensure the transparency of the decision-making process.

STRATEGIES/PLANS

The Amendment will align with the Golden Plains Shire Community Vision 2040 Vision Statement: “We want to value and preserve our natural ecosystems, landscapes, features, open spaces, bushland and connection to cultural heritage.”

The Amendment also aligns with the Council Plan 2021-2025 an objective of which is to “value, promote and preserve our cultural and natural heritage for future generations”.

FINANCIAL MANAGEMENT

The cost of work involved in preparing the Heritage Overlay is within the Strategic Planning budget.

RISK ASSESSMENT

Delay in the decision to proceed with the Heritage Overlay may result in the property being demolished, resulting in the loss of a place of heritage significance.

COMMUNICATION

Communication of the Amendment will be in accordance with the Planning and Environment Act 1987.

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 – Adopt Amendment C101gpla to the Golden Plains Planning Scheme in the form recommended in this report and then apply to the Minister for Planning for approval of the Amendment.

This option is recommended by officers as it provides permanent protection to the buildings identified in the Heritage Report and Statement of Significance.

Option 2 – Abandon the Amendment

This option is not recommended by officers as the absence of a Heritage Overlay may result in the property being demolished, resulting in the loss of a place of heritage significance.

Option 3 – Adopt the amendment in a different form to what is recommended by Council officers.

This option is not recommended by officers as it will cause a delay in the application of the Heritage Overlay due to re-exhibition of the Amendment.

CONFLICT OF INTEREST

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

CONCLUSION

Adoption of this Amendment aligns with Golden Plains Shire Community Vision 2040 and the Council Plan 2021-2025 aims of preservation of heritage for generations to come. As there are no outstanding objections, it is recommended that Council adopts the amendment and refers it to the Minister for Planning for approval.

7.6 MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN 2021-2025 YEAR 1 REPORT

File Number:

Author: Tania Barry, Coordinator Health, Wellbeing & Youth

Authoriser: Steven Sagona, Director Community, Planning & Growth

Attachments:

1. Monitoring and Evaluation Report Year 1 2021-2022
2. MPHWP Year 1 Infographic Report

RECOMMENDATION

That Council:

- (a) Note that the Golden Plains Shire Municipal Public Health and Wellbeing Action Plan 2021-2025 Year 1 Monitoring and Evaluation Report 2021-2022 has been submitted to the Department of Health.
- (b) Note progress, actions and achievements associated with Year 1 of the Golden Plains Shire Municipal Public Health and Wellbeing Action Plan 2021-2025.

EXECUTIVE SUMMARY

The purpose of this report is to update Council on Year 1 of the 'Golden Plains Municipal Public Health and Wellbeing Plan 2021-2025'.

Under section 26 of the *Public Health and Wellbeing Act 2008*, Council is required to develop a Municipal Public Health and Wellbeing Plan (MPHWP) within 12 months of a council election with a corresponding four-year action plan. The MPHWP must be consistent with the Council Plan and the Municipal Planning Strategy and be reviewed and evaluated annually. The review is due to the Department of Health by 31 October each year.

The annual review provides the opportunity for Council to ensure actions identified in the MPHWP are being implemented satisfactorily and are having the desired impact. The review also provides a mechanism for Council to assess whether these actions remain the best way for Council to improve public health and wellbeing over the life of the plan.

BACKGROUND

In developing the Council Plan 2021-2025, it was determined that Council would seek to incorporate health and wellbeing matters and the legislative requirements of a MPHWP into the Council Plan. This integrated approach to community engagement and the planning and implementation of actions was undertaken to ensure health and wellbeing is embedded as a responsibility across all areas of Council. The Golden Plains Shire Council Plan 2021-2025 (incorporating the MPHWP) was adopted by Council on 29 June 2021.

In developing the Municipal Public Health and Wellbeing Plan 2021-2025 (as incorporated into the Council Plan), an examination of health status and health determinant data, analysis of the Victorian Public Health and Wellbeing Plan 2019-2023, extensive community consultation and in-depth stakeholder engagement was undertaken.

Five priorities were identified in the Municipal Public Health and Wellbeing Plan 2021-2025:

1. Improving mental wellbeing.
2. Increasing active living.
3. Preventing family violence and advancing gender equity.
4. Increasing healthy eating.
5. Tackling climate change and its impact on health.

The Action Plan provides actions for each of these priorities. While Council led the development of the Action Plan, the delivery of actions relies on partnerships with many organisations and community groups. This ensures that a collective impact approach is taken to improving the health and wellbeing of the community.

DISCUSSION

On 7 June 2022, Council officers facilitated an *Evaluation and Action Planning Forum* with 40 internal and external stakeholders. The forum focused on reviewing the previous 12 months of the MPHWP to ascertain activities that may no longer be necessary and to commence activities in response to any newly identified needs or opportunities for the remaining three years of the MPHWP. The forum provided a platform for collective evaluation and subsequent development of the *Monitoring and Evaluation Report Year 1 2021-2022* (attachment 1).

Following the forum, Council officers facilitated several one-on-one meetings with stakeholders to ensure the monitoring and evaluation data collected accurately captured impacts over the previous 12 months. Through this process, it was determined that no changes were required to the MPHWP. This advice, along with the *Monitoring and Evaluation Report Year 1 2021-2022*, was submitted to the Department of Health on 28 October 2022.

In summary:

- 33 individual internal health and wellbeing stakeholders were involved in the annual review process.
- The review process determined that no changes were required to the MPHWP 2021-2025.
- Case studies have been used in the report to highlight one key activity from each of the 5 priority areas within the MPHWP (pp. 45-58).
- Key areas of progress for 2021-2022 include:
 - Increasing physical activity across all life stages in response to increased levels of sedentary lifestyles experienced during the COVID-19 lockdown periods.
 - Expanding on the 'Golden Growers' initiative to ensure community members have access to affordable and nutritious food to improve overall health and wellbeing.
 - Service planning for the mental wellbeing partnership with Barwon Child Youth and Family (BCYF), using information from the Community Service Infrastructure Plan. BCYF has established a presence in the shire, reducing barriers to accessing mental wellbeing support services.
 - Implementing a Gender Equality Champions model, building staff capacity to conduct more comprehensive gender impact assessments in response to the Gender Equality Act.
 - Increasing community capacity post COVID-19 to improve health outcomes for community via delivery of fully subsidised mental health first aid training courses.
 - Engagement of Ballarat Community Health to deliver initiatives across the northern region of the shire, further demonstrating Council's commitment to delivering a placed-based approach to health promotion across the Shire.

Attachment 2 provides an infographic dashboard of progress, actions and highlights for Year 1 of the MPHWP.

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

GOVERNANCE PRINCIPLES

The *Municipal Public Health and Wellbeing Action Plan 2021-2025* addresses the overarching governance principles in s.9 of the *Local Government Act 2020* through its strategic alignment with national, state and regional strategies, its strong focus on partnerships with key stakeholders and the role of community engagement in the development and subsequent implementation of the Action Plan.

POLICY/RELEVANT LAW

Annual reporting and review of the *Municipal Public Health and Wellbeing Action Plan 2021-2025* will ensure Council delivers the legislative requirements of the *Local Government Act 2020* and the *Public Health and Wellbeing Act 2008*.

ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

The Victorian Health and Wellbeing Plan 2019-2023 provides the focus area of 'tackling climate change and its impact on health', which has been incorporated in the Council Plan 2021-2025 (incorporating the MPHWP). The *Municipal Public Health and Wellbeing Action Plan 2021-2025* addresses this priority area.

COMMUNITY ENGAGEMENT

Community engagement in the development of the Council Plan 2021-2025 (incorporating the MPHWP) was undertaken in accordance with the community engagement principles in the *Local Government Act 2020*. This included deliberative engagement practices as defined in Council's Community Engagement Policy. Engagement and feedback during the development of the Council Plan 2021-2025 has informed development of the Action Plan.

Further, the draft Action Plan was placed on public exhibition from 29 September to 19 October 2021. No submissions were received.

All activities, programs associated with the implementation of the Action Plan embed evaluation and consultation processes.

PUBLIC TRANSPARENCY

The deliberative community engagement undertaken in the development the Council Plan 2021-2025 (incorporating the MPHWP) and the public exhibition/submission process for the draft Action Plan, ensured public transparency in decision making through actions and information that are accessible and guided by members of the community.

Facilitation by Council officers on the 7 June 2022, the Evaluation and Action Planning Forum saw 40 internal and external stakeholders review previous actions and determine future planning.

STRATEGIES/PLANS

Submission of the Monitoring and Evaluation Report Year 1 2021-2022 is a legislated requirement of the Public Health and Wellbeing Act 2008. This evaluation will assist in the effective implementation of the Golden Plains Shire Council Plan 2021-2025 including Council's MPHWP.

RISK ASSESSMENT

There are no inherent risks associated with noting the *Municipal Public Health and Wellbeing Action Plan 2021-2025 Year 1 Report*. Implementation of the various actions will include separate assessments of risk, and mitigation strategies will be put in place as necessary.

COMMUNICATION

There has been extensive communication with internal and external partners including community health and wellbeing stakeholders throughout Year 1 of the Action Plan. The completed Monitoring and Evaluation Report Year 1 2021-2022 has been communicated to the Department of Health.

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.

The Golden Plains Shire Municipal Public Health and Wellbeing Action Plan 2021-2025 includes the priority of Preventing family violence and advancing gender equity. Each program, activity and event associated with the implementation of the Action Plan sees an individual Gender Impact Assessment undertaken.

OPTIONS**Option 1 – That Council note the submission of and progress and actions associated with, the Golden Plains Shire Municipal Public Health and Wellbeing Action Plan 2021-2025**

This option is recommended by officers as the Action Plan and Year 1 Monitoring and Evaluation Report have been developed in accordance with the requirements of the *Public Health and Wellbeing Act 2008* and ensured that Council to comply with the required submission date of 31 October 2022.

Option 2 – That Council requires changes to the Golden Plains Shire Municipal Public Health and Wellbeing Action Plan 2021-2025

This option is not recommended by officers as the Action Plan has been developed to deliver on the five priorities of the MPHWP in accordance with the requirements of the *Public Health and Wellbeing Act 2008*.

Stakeholder engagement to review relevance of priorities and actions of the Action Plan has indicated that no changes were required

Option 3 – That Council requires further information the Golden Plains Shire Municipal Public Health and Wellbeing Action Plan 2021-2025

This option is not recommended by officers as a comprehensive report and highlight infographic are attached.

CONFLICT OF INTEREST

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

CONCLUSION

The Golden Plains Shire Municipal Public Health and Wellbeing Plan 2021-2025 was reviewed with no amendments required. The *Monitoring and Evaluation Report Year 1 2021-2022* was developed and submitted to the Department of Health in October 2022 with no further action required. Officers are now actively working toward delivery of year 2 of the plan.

7.7 WASTE AND RESOURCE RECOVERY SERVICES POLICY - FOR ADOPTION

File Number:**Author:** Marina Desa, Acting Coordinator Environment and Sustainability**Authoriser:** Phil Josipovic, Director Infrastructure and Environment**Attachments:** 1. Waste and Resource Recovery Services Policy

RECOMMENDATION

That Council adopts the updated Waste Management and Resource Recovery Services Policy.

EXECUTIVE SUMMARY

This report provides advice to Council regarding adopting an amended Waste Management and Resource Recovery Services Policy. The proposed updates to the existing policy are around change in bin ownership status, with the aim to provide an improved level of service to the community.

This report seeks Council support to adopt the updated Waste Management and Resource Recovery Services Policy.

BACKGROUND

Over the years, rules over bin ownership have been changed a number of times in the Waste Management and Resource Recovery Services Policy.

As per the current version of the policy, during the period prior to 1 July 2015 residents were required to meet the costs of their garbage bins and the recycling bins were provided and delivered by Council. Since 1 July 2015 all property owners who require new bins are required to meet the costs of having new garbage and recycling bins provided by Council. All garbage bins remain the property of the persons who purchased them. All recycling bins provided to property owners / occupiers prior to 1 July 2015 remain the property of Council.

The current ownership of bins is causing a range of challenges for the management of the bin infrastructure, during the operation of the kerbside collection contract and for the customer service experience of new residents applying for a waste service.

DISCUSSION

Council officer don't have a clear understanding of the current bin asset, no bin register was ever established nor maintained.

In the past, residents were also told they could purchase their bin from anywhere, it didn't have to be from Council. As a result, brand, sizes and colours are inconsistent throughout the Shire. It creates confusion for the kerbside collection driver as they are meant to collect only Golden Plains Shire stamped bins and difficult conversations with residents as they were told they could use any bins in the past.

During the application process for a waste service, an additional upfront cost for the bins must be paid by the resident, on top of the waste charge. This sometimes creates difficulties for customer service as resident expect their bins to be delivered free of charge as it is currently the case in G21 and Metro Councils. Residents are sometimes tempted to take their bins from another Council with them when moving to the Shire and place them out for collection.

Operationally, for the waste collection contractor issues arise:

- For repair and maintenance of non-Council bins which can't be repaired with the spare available lids, wheels etc.

- During collection, identifying which bins belong to which property, as there is currently no label address on bins.

To address these challenges, it is proposed to change the ownership of bins in the Waste Management and Resource Recovery Services Policy. It is proposed from 1 February 2023 Council will provide bins for new applications with no up-front cost to residents and be the owner of the bins. Bins will have to remain at the property. Over time, with new applications and applications for bin replacements, all bins will be consistent across the shire.

Furthermore, as part of the new kerbside collection contract, as well as address labels applied on new bins, Radio Frequency Identification (RFID) tags will be attached to all new bins. This will contribute to the better management of the service and the bin infrastructure.

With the upcoming mandatory introduction of the Food Organics and Green Organics as well as Glass service, Council will provide the new bins to all residents with no upfront cost and own all the new bins.

Finally, the updated policy will also clarify the status of farm in the application of a waste service as it wasn't clear in the current policy, as well as the provision of bins during special events organised in the community.

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

GOVERNANCE PRINCIPLES

One of the overarching governance principals is continuous improvement. This updated Council Policy aims to provide improvement for the customer satisfaction and the operation of the kerbside collection contract which will provide the best outcomes for the community

POLICY/RELEVANT LAW

- The Local Government Act 2020
- The Circular Economy (Waste Reduction and Recycling) Act 2021
- Golden Plains Shire Council Local Law No 1

ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

Bins will be provided with no fees which means residents will have less upfront costs to pay for when applying for a waste service.

All new bins that will be provided by Council will have a recycled content of 50%.

PUBLIC TRANSPARENCY

This Council Policy is publicly available via Council's website and complies with Council's Public Transparency Policy.

STRATEGIES/PLANS

This updated policy is in line with the improving customer satisfaction around the waste service as stated in the Waste and Resource Recovery Strategy 2020-2030.

FINANCIAL MANAGEMENT

The current waste budget for FY22/23 shows an income of \$38,003 for the sale of bins.

It is proposed that the change of bin ownership will be effective from 01/02/2023. The loss of income until the end of financial year is estimated to be \$15,900. This amount can be covered with the saving made with the new kerbside collection contract, as the new contract rates are financially beneficial to Council. The monthly saving is calculated at approximately \$14,000 (circa \$98,000 until June 2023).

For next financial year FY23/24, it is estimated that this will impact the waste charge by an increase of \$4.

SERVICE PERFORMANCE

The change in bin ownership will help improve:

- The management of the bin infrastructure,
- service delivery of the kerbside collection contract: identifying non-Council bins, additional bins not paid for,
- residents' satisfaction when applying for waste service.

It will also prepare for the upcoming work that will occur when new services Food Organic Green Organic and Glass will be introduced in the Shire.

RISK ASSESSMENT

The potential identified risk is around residents that would have applied for the waste service in the early months of the Financial Year complaining that they had to pay the one-off cost for bins (\$84.20 per bin so \$168.4 for both bins). Council officer will work with customer service team to prepare response if complaints arise.

COMMUNICATION

Following adoption, the updated Waste Management and Resource Recovery Services Policy will be published with other external policies on Council's website (replacing the existing version).

Council officers will update all communication provided on the waste application form to inform of the change of bin ownership status. When bin replacement occurs, a letter will be sent to resident to inform them that their new bin will be owned by Council.

HUMAN RIGHTS CHARTER

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

OPTIONS**Option 1 – Council adopts the updated Waste Management and Resource Recovery Services Policy**

This option is recommended by officers as it will allow Council to continue to provide improved service delivery to the community.

Option 2 – Council does not adopt the updated Waste Management and Resource Recovery Services Policy

This option is not recommended by officers as it will defer improvements to service delivery to the community.

Option 3 – Council defers the decision to adopt the updated Waste Management and Resource Recovery Services Policy

This option is not recommended by officers as it will defer improvements to Waste Services delivery to the community.

CONFLICT OF INTEREST

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

CONCLUSION

The updated Waste Management and Resource Recovery Services Policy will provide improved customer service experience, management of the bin infrastructure and allow for better delivery of kerbside waste service across the municipality.

7.8 COUNCILLOR ENGAGEMENT 2023

File Number:**Author:** Lisa Baldock, Coordinator Communications and Engagement**Authoriser:** Eric Braslis, CEO**Attachments:** 1. 2023 Councillor Engagement Program**RECOMMENDATION**

That Council:

1. Acknowledge the success of the 2022 Councillor Engagement program.
2. Endorse the attached 2023 Councillor Engagement program.

EXECUTIVE SUMMARY

Golden Plains Shire is a large and diverse local government area, and it is Council's responsibility to ensure all community members have an opportunity to engage with Councillors on matters that affect them and the community's future. The priorities of the Golden Plains communities will differ. The complexity of issues will differ, and it is Council aims to involve and collaborate more. To champion an early, broad and more deliberative approach with the community. Council is committed to working with the community to make better decisions in the interest of the Golden Plains Shire and is working to articulate the Council's priorities set out in the 2021 Community Engagement Policy. The Policy sets out a whole-of-council commitment to community engagement where the community will be:

- Confident that their views have been considered and will have access to feedback
- Informed about issues and decisions that may affect their future
- Invited to raise issues and have 'their say'
- Encourage the community to understand, be understood and learn from each other through a productive and inclusive exchange of views.

Reflecting the clear commitment of the Golden Plains Shire councillor group, a successful program of councillor engagement was undertaken in 2021, the first year of the council term.

In 2022, a feature of the second year of Council was advocacy for the Federal and State elections. To balance this commitment, a program of councillor engagement centred on in-person and online Councillor Conversations Posts and the popular Coffee with your Councillors initiative.

Councillors have committed to early engagement on the 2023/24 Council Budget via a virtual forum in Feb.

BACKGROUND

In 2021, Council adopted its Community Engagement Policy and continued its commitment to quality engagement with local residents and businesses. Council's Community Engagement Register was promoted with a communications campaign to encourage local residents and businesses to join, and the *Engage* e-newsletter was launched, a monthly update featuring all of Council's community engagement opportunities.

In 2020/21, Council completed a significant range of community engagement processes including surveys, in-person and online conversation posts, community reference groups and workshops for 27 key projects, programs and plans. This list included the Council Plan 2021-2025 and Council Budget 2021/22.

In 2021 the first Coffee with your Councillors event, held in Haddon, Ross Creek, Linton, Napoleons, Cape Clear, Meredith, Lethbridge, Teesdale and Inverleigh. In 2022 a second Coffee

with your Councillors event, held in Scarsdale, Smythesdale, Garibaldi, Enfield, Dereel, Rokewood, Shelford, Murgheboluc and Batesford.

Last year, Council also delivered a new engagement initiative, Connecting Councillors and Community Groups, welcoming expressions of interest from local community groups and associations to host Golden Plains Shire Councillors at a meeting of their group in 2022. From July to December, Councillors met with numerous groups throughout the year under this program.

DISCUSSION

Council is dedicated to genuine, open engagement with residents and ratepayers on the decisions that impact their lives and their communities. With its new Community Engagement Policy, Council's commitment to meaningful consultation is embedded in the development of Council's strategies, plans and projects and all community engagement is presented to Council in reports seeking decisions on the relevant activities.

In addition to the extensive community engagement coordinated by the organisation, the Councillor Engagement Program ensures open lines of communication with residents and the opportunity to hear ideas, views and concerns directly from community members. Councillor Conversation Posts and the new Coffee with your Councillors consultations have been popular opportunities for face-to-face, informal engagement, supporting Councillors to be well-informed about the views and concerns of residents, facilitating community conversations around priorities and aspirations, and enabling participatory activity for quality community outcomes.

Councillors have committed to early engagement on the 2023/24 Council Budget via a virtual forum in Feb along with the statutory annual Budget Submissions process in May/June, including the opportunity for residents to speak to their submission on the Draft Council Budget in June.

Event/Engagement	Location
Community Plan Forums	Shelford Batesford Maude/She Oaks/Stiglitz Dereel
Community Markets	Linton Inverleigh Bannockburn Smythesdale

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)	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)	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)	No
Service Performance (Consideration of Service Performance Principles under s.106 of LGA 2020)	No
Risk Assessment	No
Communication	Yes
Human Rights Charter	Yes

COMMUNITY ENGAGEMENT

The Councillor Engagement Program 2023 supports a strategic requirement to consult with the community and also plays an important role in strengthening the relationship between Council and community. These direct consultations provide a chance for an open dialogue with community members and a chance for Councillors to hear first-hand from residents and community members, in line with Council's on-going commitment to quality, open community engagement.

STRATEGIES/PLANS

Community Engagement Policy

Council Plan 2021-2025

Community engagement is an underpinning mechanism for Council to deliver on its Council Plan 2021-2025. In particular, it assists in the delivery of the following Strategic Objectives:

- 1.3.1 Empower and build the capacity of residents and groups to get involved and contribute to communities
- 1.4.1 Value and provide inclusive opportunities for residents of all ages, genders and abilities to meaningfully participate in community life.
- 5.1.1 Provide timely and effective communications about Council Service and activities to community and stakeholders
- 5.1.2 Enhance deliberative engagement to inform and involve community in decision-making

RISK ASSESSMENT

COMMUNICATION

All engagement sessions will be promoted through varied communications channels including the Gazette, Council News in the Golden Plains Times, Council's website, Council's social media, Council's Mayoral social media, Council's email newsletters and community newsletters.

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).

OPTIONSOption 1 – Endorse the Councillor Engagement 2023 program as outlined

This option is recommended as the program supports Council's commitment to community engagement, in particular Council's commitment that community members will have an opportunity to engage with Councillors on matters that affect them and the community's future.

Option 2 – Not endorse the Councillor Engagement 2023 program as outlined

This option is not recommended as Councillor engagement provides greater understanding and appreciation of the ideas, views and concerns of local residents and support Council's commitment to genuine, open engagement.

Option 3 – Endorse part of the Councillor Engagement 2023 program.

This option is not recommended as the opportunity for further understanding with attendance and quality engagement at meetings of local community groups would be missed.

CONFLICT OF INTEREST

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

CONCLUSION

Following the success of the Councillor Engagement program in the first 2 years of the Council term, it is recommended that Councillors continue in their commitment to open and direct community engagement throughout 2023.

7.9 SCHEDULE FOR 2023 COUNCIL MEETINGS

File Number:**Author:** Elise Holmes, Executive Assistant to the CEO**Authoriser:** Eric Braslis, CEO**Attachments:** 1. 2023 Meeting Schedule**RECOMMENDATION**

That Council adopt the attached 2023 Council meeting schedule.

EXECUTIVE SUMMARY

To confirm the meeting schedule for the Council for 2023.

BACKGROUND

Council holds Council Meetings in accordance with Golden Plains Shire Council's Governance Rules and Section 61 of the Local Government Act 2020 (the Act). Rule 18 of the Governance Rules state that at or before the last meeting each calendar year, Council must fix the date, time and place of all scheduled Council Meetings for the following calendar year.

DISCUSSIONMeeting Locations

Council's practice has been to hold Council Meetings on a rotational basis between the Golden Plains Civic Centre (Bannockburn) and the former Grenville Municipal Office (Linton) or The Well (Smythesdale).

Since the onset of COVID, and the introduction of \$100k State funded state-of-the-art technology within the Golden Plains Civic Centre Council Chambers, the tyranny of distance no longer exists, as residents from across the whole of the Shire are able to watch and interact with the Council virtually. The use of the technology has been widely accepted by the Community with many more watching the Livestream than had previously attended Council meetings. Applicants and objectors of town planning applications, those submitting public questions and those making budget submissions, have all appreciated the opportunity of not having to drive to a Council meeting, and able to voice their positions and interact with Councillors from the comfort of their home.

It is also noted that hosting of the meeting from within the primary office of the organisation are far more efficient and reduce Council operating costs as staff are not having to travel the additional 2 hours to and from Bannockburn to Linton/Smythesdale. This travel has been raised as an OH&S concern with the late-night return trip home for the 6-8 staff that regularly attend Council meetings, especially in winter.

Councillors felt obligated to be present in the northern part of the Shire and used the Council meeting as that opportunity, however it was evident that only a couple of people physically attended the Council meetings and in fact Councillors rarely got the opportunity to speak to them before or after the meeting. It is appreciated that a Council meeting is not the best opportunity to engage with our residents and a better approach would be through the successful 'Coffee with a Councillor' or at Councillor pop-up post at public markets, as more meaningful interactions with our community.

In its present form the former Grenville Municipal Offices (Linton) has a very poor level of internet service, and the facility is not equipped with the necessary technology to properly live stream the Council meeting and more concerning, will not allow for residents to Zoom in with public questions or make submissions to Town Planning applications. Officers have been setting up a basic microphone system and have been using an iPad to record the meeting, far inferior to the state-of-the-art technology that exists in the Civic Centre. In more recent times, the poor internet

connectively has resulted in the Livestream being discontinued, and disadvantaging community members as they are unable to Zoom/Teams into the meeting, and not allowing Councillors to be part of a meeting virtually.

To improve the connectivity at Linton would require an extensive upgrade of the on-site technology and an increase in bandwidth, including switching and uninterruptible power supply. Unfortunately, even with those upgrades, connectivity via Microsoft Teams/Zoom will consume the available bandwidth and impact on the quality of the live stream to the point in which the stream is lost, removing the benefits of having a technology-based meeting that allows engagement from across the shire and wider community.

The Well in Smythesdale, partially due to the \$100k State Funded upgrade associated with the new Digital Hub, provides more than adequate internet connectivity and with some modest improvements could also allow for residents to Zoom/Teams into the meeting to ask questions. The Well is located in our largest northern township, is a modern facility and as it's the Shire's Northern Service Hub, staff can assist with the setup and clean-up of the Council meetings. The Well services the broader community and is only 10 minutes from Linton, similar to the GPS Civic Centre servicing the townships of Inverleigh, Teesdale, Lethbridge and Batesford, that are a similar distance away.

Meeting Rotations

It is noted that across the G21 and Central Highlands Councils, it is most common for Councils (8) to host meetings from the primary office (73%), 2 splitting meetings (10 in the main office and 2 offsite) and only 1 sharing meetings between two locations.

Geelong	Geelong City Hall	6.00pm
Queenscliff	Queenscliff Town Hall	7.00pm
Surf Coast	Surf Coast Shire Office (Torquay)	6.00pm
Ballarat	Ballarat Town Hall	6.30pm
Ararat	Ararat Shire Hall	6.00pm
Central Goldfields	Maryborough Community Hub	6.00pm
Hepburn	Daylesford Town Hall/Senior Citizens Precinct	5.30pm
Moorabool	Ballan Council Chambers	6.00pm
Colac Otway	Colac Otway Performing Arts & Cultural Centre (10) - Apollo Bay (2)	4.00pm
Pyrenees	Beaufort (10) - Avoca (2)	6.00pm
Northern Grampians	Stawell (7) - St Arnaud (5)	12.30pm

Legislative Compliance

Council must have regard for the recent changes to the Local Government Act and our Governance Rules, where it is now legislated that Councillors are able to attend meetings virtually. At the moment, this could only occur when meetings are held at the GPS Civic Centre, therefore disadvantaging Councillors when meetings are held elsewhere. This inadvertently impacts upon democracy if a Councillor is not able to participate in a Council meeting due meetings being held at facilities that are not appropriately serviced. It is noted that more than 60% of the Shire population lives within 15 minutes of Bannockburn, and this percentage will continue to increase into the future. To ask those members of the community to drive up to the north to attend Council meetings is unreasonable, wherein if they were able to attend virtually, it would save them the 2-hour return trip.

Options (Location)

Golden Plains Civic Centre (Bannockburn)
The Well (Smythesdale)
Grenville Municipal Office (Linton)

Meeting Rotations

It is noted that across the G21 and Central Highlands Councils, it is most common for Councils (8) to host meetings from the primary office (73%), 2 splitting meetings (10 in the main office and 2 offsite) and only 1 sharing meetings between two locations.

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Colac Otway	Colac Otway Performing Arts & Cultural Centre (10) - Apollo Bay (2)	4.00pm
Pyrenees	Beaufort (10) - Avoca (2)	6.00pm
Northern Grampians	Stawell (7) - St Arnaud (5)	12.30pm

Options (Rotation)

5 North, 6 South (March, May, July, Sept, Nov (North) Feb, April, June, Aug, Oct, Dec (South)

4 North, 7 South (March, May, Sept, Nov (North) Feb, April, June, July, Aug, Oct, Dec (South)

Other options

3 North/8 South, 2 North/9 South, 1 North/10 South or all South

Meeting Time

Council meetings have historically been held in the evenings to encourage greater participation for the public (and Councillors) to attend outside of working hours. However, since the provision of Live Streaming, the ability to watch recorded version of the meetings on YouTube and the ability for residents to Zoom/Teams into meetings to make presentations/submissions/ public questions, public attendance has dropped too almost nothing.

It needs to be recognised that in the past Council meetings would see 2-3 people show up. However, over the past 3 years, with the introduction of live Streaming, we now have on average, a peak of 21 viewers, and more importantly, have over 300 views every month of the recorded meeting on YouTube. With far greater variation in working hours and lifestyle choices (working from home), conducting meetings after hours is no longer as relevant or necessary as it was in the past. Residents are now able to Zoom/Teams into a Council meeting during regular business hours as they can do so from their workplace (which includes working from home) without having to physically come to the Council offices.

From an administrative perspective, the current arrangements of evening Council meetings requires staff attendance after hours. It also means that Councillors and staff are driving long distances across the Shire / back home late in the evening, often after a full day work and then a long and mentally tiring meeting – with potential implications for Occupational Health and Safety. Consideration could be given to some, or all meetings being held during working hours, rather than in the evening which may enable greater participation based on the use of technology to enable virtual attendance.

Options (Meeting time)

9am (followed by lunch), 1pm (preceded by lunch), 3pm (followed by a dinner) or 6pm (preceded by dinner)

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

COMMUNICATION

The minutes of the Council Meeting will be published on the Golden Plains Shire website.

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 - That Council resolves to adopt a schedule and start times for the Council Meetings for 2023.

This option is recommended by officers. Alternative schedules could be considered for meeting locations and start times.

Option 2 - That Council resolves to defer the decision on the schedule and start times for the Council Meetings for 2023.

This option is not recommended by officers as we would not be compliant with the Local Government Act and no meeting date/time has been set for February. An unscheduled meeting would then be required to set a February meeting.

CONFLICT OF INTEREST

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

CONCLUSION

Council is required to confirm Council Meeting dates for 2023.

7.10 COUNCIL COMMITTEE DELEGATES 2023**File Number:****Author:** Elise Holmes, Executive Assistant to the CEO**Authoriser:** Eric Braslis, CEO**Attachments:** 1. Committee Delegates**RECOMMENDATION**

That Council appoints Councillor delegates to the various internal and external organisations and committees for 2023 as attached.

EXECUTIVE SUMMARY

To determine the appointment of Councillors and officers to various internal and external organisations and committees for 2023.

BACKGROUND

Council appoints/reappoint delegates to several internal and external organisations and committees on an annual basis.

POLICY CONTENT

Local Government Act 2020

DISCUSSION

As elected representatives, the Golden Plains community expects its Council to be represented on relevant internal and external organisations and committees. Councillors have an obligation to represent the community and must be cognisant in being actively engaged in such appointments. Council is invited to appoint representatives to the list of committees as attached. Some of the committees are mandatory, others voluntary and some are of special interest. A complete list of committees is attached.

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)	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)	No
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)	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	Yes
Human Rights Charter	Yes

COMMUNICATION

All relevant committees will be made aware of the Councillors appointments.

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 resolves to appoint Councillors to the various committees.

This option recommended by officers.

Option 2 – That Council resolves not to appoint Councillors to the various committees

This option is not recommended by officers.

Option 3 – That Council resolves to defer the decision to appoint Councillors to the various committees

This option is not recommended by officers.

CONFLICT OF INTEREST

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

CONCLUSION

Council is required to determine its representatives on several internal and external committees for 2023.

7.11 TENDER FOR THE REPLACEMENT OF TWO (2) BRIDGES, FRENCHMANS ROAD, CORINDHAP

File Number:

Author: Vicki Shelton, Manager Asset Services

Authoriser: Phil Josipovic, Director Infrastructure and Environment

Attachments: Nil

RECOMMENDATION

That Council:

1. Resolves to award the Contract RFT-18-2022 – Replacement of Two (2) bridges on Frenchmans Road, Corindhap to Road & Bridge Pty Ltd for the sum of \$1,095,026.21 (excl GST), for the initial term of twenty-one (21) weeks;
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's Infrastructure & Environment Department wishes to engage suitable qualified and experienced contractors to undertake the replacement of two (2) bridges on Frenchmans Road, Corindhap and upgrade road approaches.

BACKGROUND

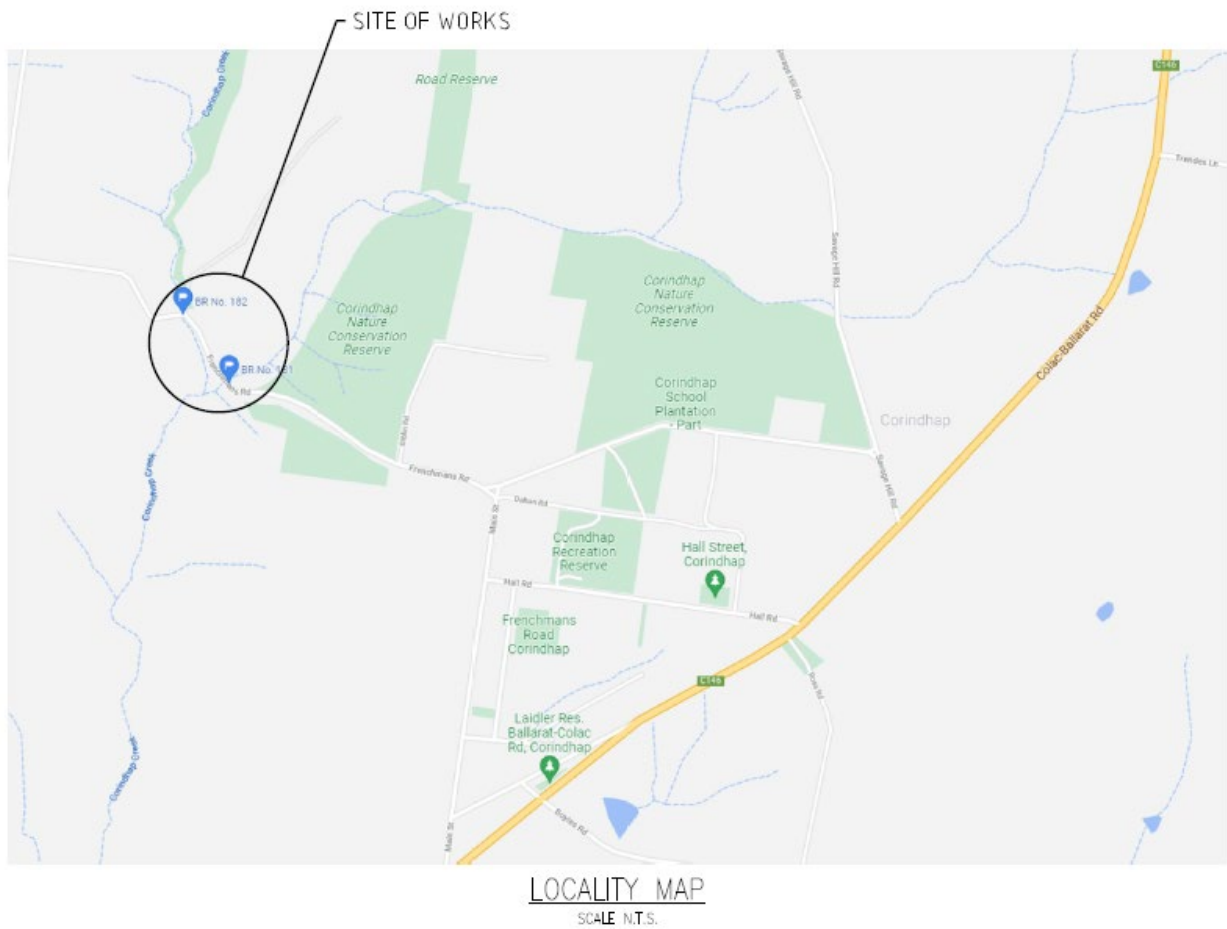
Golden Plains Shire Council identified the replacement of two bridges located on Frenchmans Road in Corindhap (bridges 181 and 182) and sealing the unsealed road section between the bridges as the next projects in the priority bridge renewal program. The proposed two-lane bridges will have no load limits and a design life of 100 years and will replace existing single lane bridges which are in poor condition and have become a safety concern for the road users.

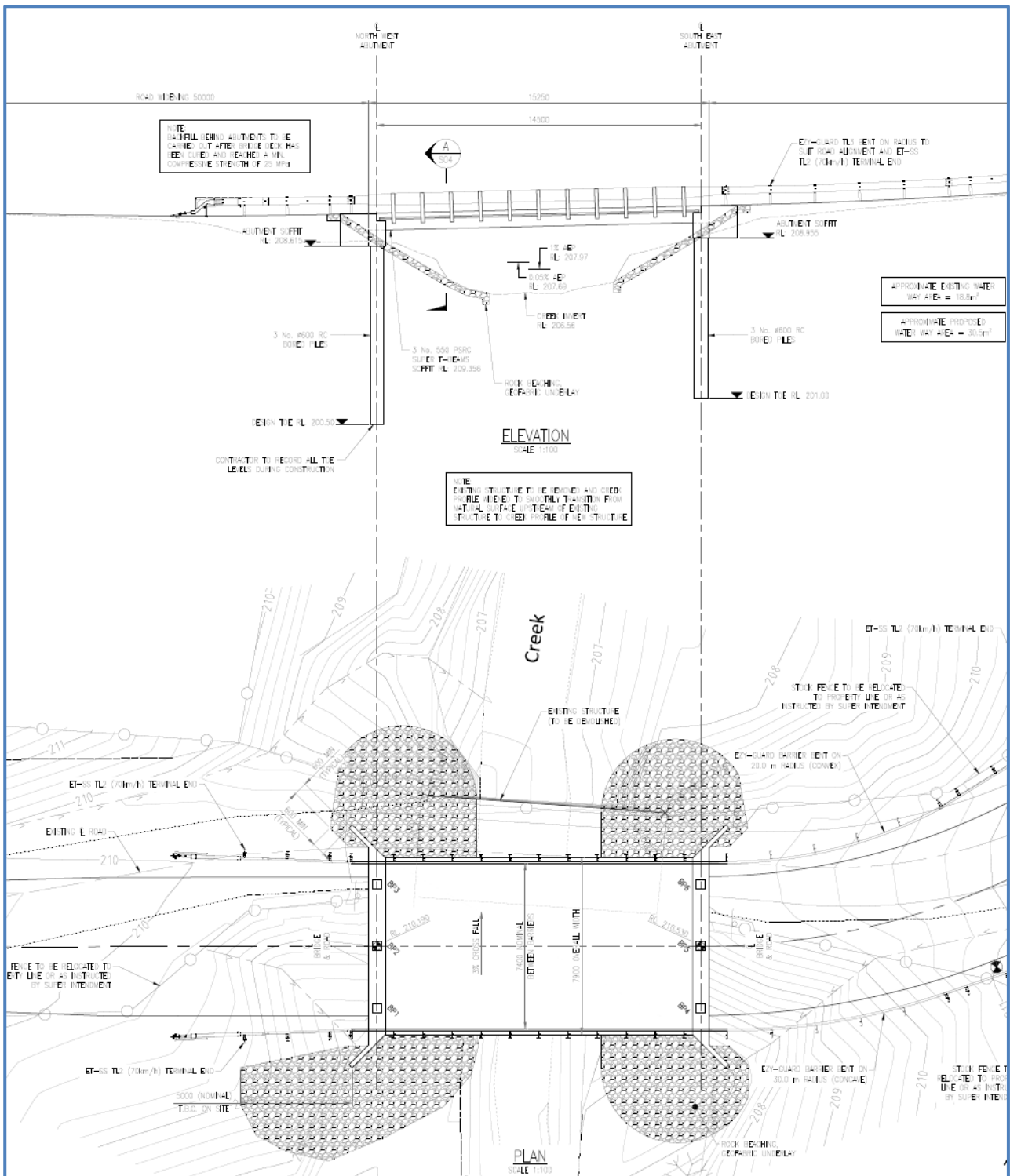


Bridge 181

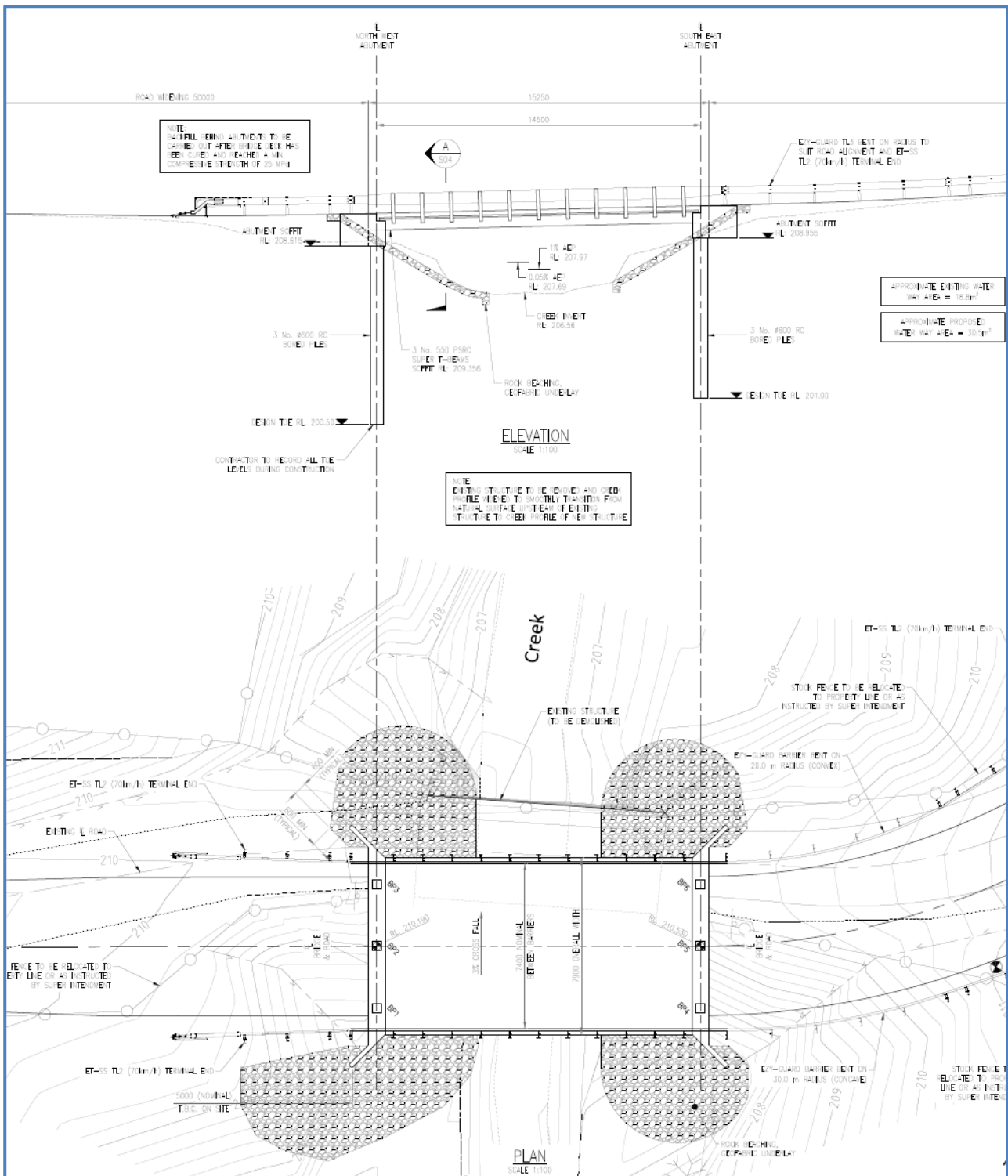


Bridge 182

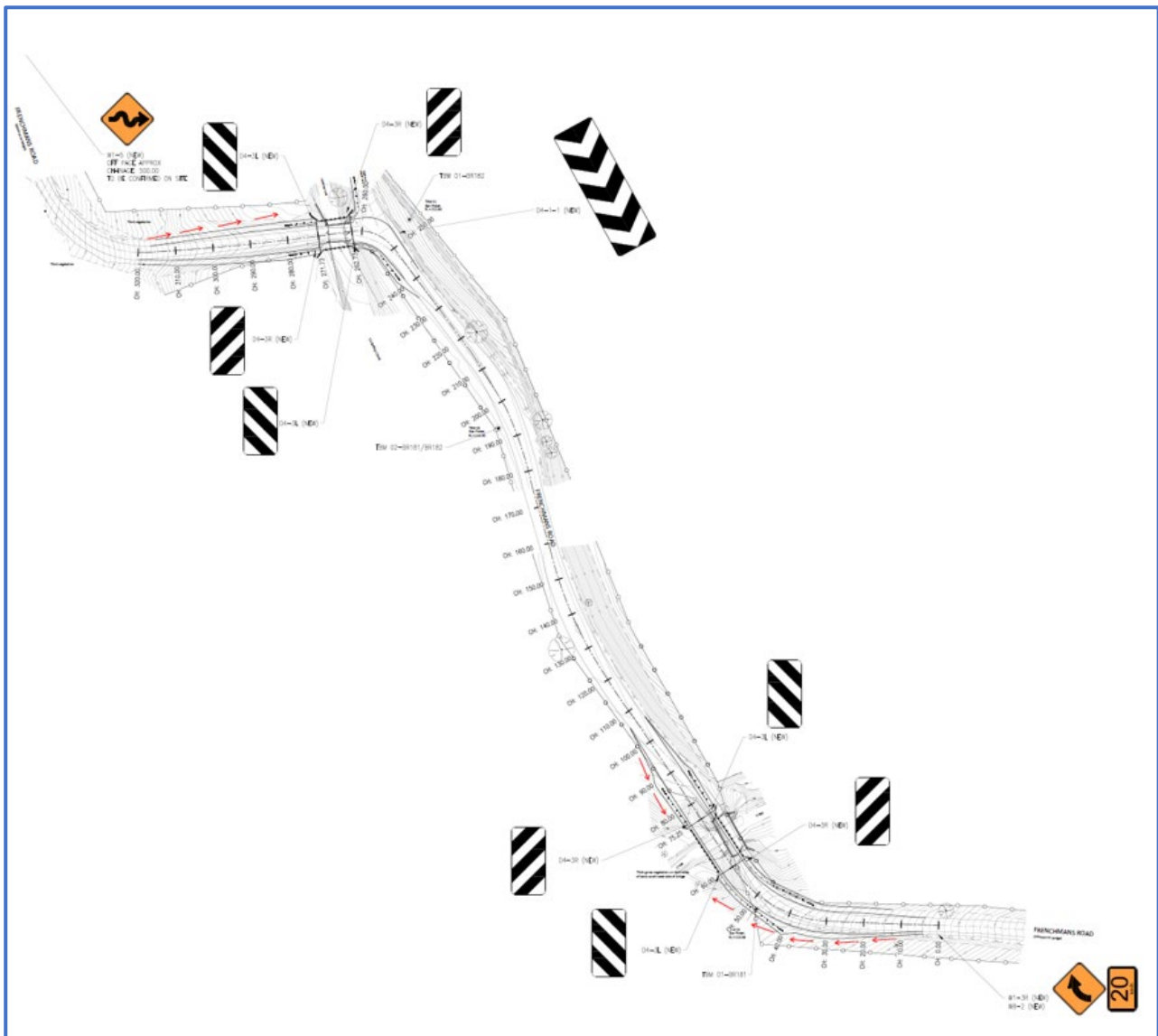




Bridge 181- Design



Bridge 182 - Design



Connecting Road Design

DISCUSSION

The tender was originally advertised on 14 October 2022, closing 9 November 2022, with four (4) submissions received on closing. The submissions were reviewed, and compliance checked, with *three (3)* submissions identified as compliant and one non-compliant. The panel members independently reviewed and scored each compliant tender prior to the consensus meeting. Consensus evaluation meetings were held on 18 November 2022 and 22 November 2022. *Road & Bridge Pty Ltd* were chosen as the preferred supplier based on consensus agreement/scores which were measured by capacity, capability, innovation, price and local content.

A 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)	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)	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)	No

POLICY/RELEVANT LAW

Tender GPSC-RFT-18-2022 – Replacement of Two Bridges on Frenchmans Road, Corindhap complies with the GPSC Procurement Policy and the *Local Government Act 2020*.

COMMUNITY ENGAGEMENT

Reports of maintenance issues from the community and requests for improvements support the planned works. Users will be kept informed of access restrictions prior to and during construction.

PUBLIC TRANSPARENCY

Public Notice of Tender was provided and included advertisements in the Geelong Times, Ballarat Times, Golden Plains Times and Council's eProcure portal. Decision outcomes are advised on Council's eProcure tender website and in the Council Minutes.

FINANCIAL MANAGEMENT

The project is funded from Council's Bridge Replacement Program 2022-2023 and is within the available budget of \$1,532,000.

RISK ASSESSMENT

There are no identified risk implications associated with this report.

Risks were considered by the Evaluation Panel requirements associated with this specific type of use. Activities are actively monitored throughout the life of the contract.

COMMUNICATION

Council decisions on tender/s awarded are advised through Council Minutes and the electronic tender system, and suppliers are notified 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-18-2022 – Replacement of Two Bridges on Frenchmans Road, Corindhap

This option is recommended by officers through the Tender evaluation and selection process, which recommends that GPSC-RFT-18-2022 – Replacement of Two Bridges on Frenchmans Road, Corindhap – be awarded to *Road & Bridge Pty Ltd*.

Option 2 – Not award contract to any tenderer

This option is not recommended by officers as the works have been identified as high need and, if a contract is not awarded, may result in reputational damage for Council and increased risk to road users.

CONFLICT OF INTEREST

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

CONCLUSION

The Evaluation Panel has conducted a comprehensive and detailed assessment of the submissions which were received in response to Council's request for tender GPSC-RFT-18-2022 – Replacement of Two Bridges on Frenchmans Road, Corindhap as outlined in this report to ensure compliance with:

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

In conclusion, *Road & Bridge Pty Ltd* met the Council's tender requirements and is considered best placed to provide these civil works for Council.

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 Golden Plains Shire Council Community Awards 2022

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