



MINUTES

Council Meeting

7.00pm Tuesday 28 March 2023

VENUE:
Linton Community Hub
Council Chamber
68 Sussex St, Linton

NEXT COUNCIL MEETING
6.00pm Tuesday 18 April 2023

Copies of Golden Plains Shire Council's Agendas & Minutes
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**MINUTES OF GOLDEN PLAINS SHIRE COUNCIL
COUNCIL MEETING
HELD AT THE LINTON COMMUNITY HUB, COUNCIL CHAMBER, 68 SUSSEX ST, LINTON
ON TUESDAY, 28 MARCH 2023 AT 7.00PM**

PRESENT: Cr Brett Cunningham (Mayor), Cr Gavin Gamble (Deputy Mayor), Cr Ian Getsom, Cr Helena Kirby, Cr Les Rowe, Cr Owen Sharkey, Cr Clayton Whitfield

IN ATTENDANCE: Eric Braslis (CEO), Lynnere Gray (Director Corporate Services), Phil Josipovic (Director Infrastructure and Environment), Steven Sagona (Director Community, Planning and Growth), Rosie Wright (Coordinator Governance and Risk)

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

LEAVE OF ABSENCE

RESOLUTION

Moved: Cr Les Rowe
Seconded: Cr Ian Getsom

That Cr Les Rowe be granted a leave of absence from 7 April 2023 to 23 April 2023, dates inclusive.

CARRIED

4 CONFIRMATION OF MINUTES

RESOLUTION

Moved: Cr Ian Getsom
Seconded: Cr Gavin Gamble

That the minutes of the scheduled Council Meeting held on 28 February 2023 be confirmed.

CARRIED

5 DECLARATION OF CONFLICT OF INTEREST

Nil

6 PUBLIC QUESTION TIME

The Mayor made the following statement:

Public question time runs for 30 minutes prior to consideration of the formal agenda by Council. We consider questions received with notice from the public. I will call each person who has submitted a question forward. Please come up to the lectern and ask your question only, as it was submitted. Any additional statements that have been submitted with your question are not to be read. I note that this is not an opportunity for discussion or debate on questions asked or answers given.

The following public questions were asked by Eugene Grigg:

Question 1

In November 2021 I requested the bluestone gutters, channel and kerb and concrete gutters be cleaned in Linton. In May 2022 the bluestone gutters and channel and kerb were done. The concrete gutters have not. As there is no sewerage in Linton, grey water stagnates in some of these gutters. What is the date set for the next cleaning of bluestone gutters and channel and kerbs?

Answer

The following response was provided by Phil Josipovic, Director Infrastructure and Environment.

Council received hundreds of requests for drainage and flooding issues in October and November 2022 during the storm events that we're all familiar with. At least 20 drainage related requests have been received for the Linton area and the maintenance crews have been working on restoring damaged roads and causeways to maintain access for residents. As a consequence, the maintenance of street drainage in townships was deferred whilst the crews had to work on locations where flooding of properties occurred. We are however engaging contractors to undertake maintenance works on drainage in townships on our behalf. Our aim is to have a proactive town maintenance program to sweep streets and clear open drains in Linton township completed before winter. The latest advice I have is by about May or mid-May we'll get to clean all those open drains.

Question 2

When will concrete gutters be cleaned?

Answer

The following response was provided by Phil Josipovic, Director Infrastructure and Environment.

We'll do those at the same time, around May.

The following public question was asked by Janet Pathe:

Question 1

May we please have a wall removed in the Craft Room? The wall measures 3760L x 2800H x 120W. Removal of the wall would give the craft group an extra 8 square metres of much needed space. Currently there is dead, unusable, wasted space. The craft group is constantly welcoming new participants and we would like to add more work space to better accommodate our members.

Answer

The following response was provided by Phil Josipovic, Director Infrastructure and Environment.

Firstly, as a tenant at the Linton Community Hub, I would encourage you to ask these types of questions with our facility officer at any time, rather than having to wait for a Council meeting. That said, we did just complete a 12 month trial of a community management model within this building, and Council will be determining the next steps in relation to the Management Agreements (including with your craft group) in a report that is scheduled to be presented to the Council in April.

Council subsidised the base operating costs for the facility for the trial period including cleaning and utilities (approximately \$15,000 per annum) and at this point, no commitment has been made to capital upgrades or renewal of the Linton Community Hub. However, an inspection of the wall would take place and determine any potential structural impacts, as we'll need to determine whether it's a structural wall or just a dividing wall, and then the funding of this project would need to be considered as part of the upcoming Budget deliberations with Councillors.

The following public questions were asked by Ken McLachlan:

Question 1

The Northern Streetscape Plan was adopted in April 2022 after community consultation in 2021. The Framework outlines that minor work elements would be implemented in 2022 and major work elements in 2023. With regard to the Linton component, what minor and major elements are listed against each and of them, what has been completed? For any outstanding, what is the schedule for implementation and completion. The design response for Linton does not appear to contain any major works.

Answer

The following response was provided by Phil Josipovic, Director Infrastructure and Environment.

Yes, unfortunately this project has been delayed for a number of reasons and not progressed as quickly as we had hoped. However the funding via BerryBank windfarm remains secured as is the Council funding in this years and next years budget. Council is also anticipating that a new Federal Funding program will be announced shortly, which came out of the G21 Delegation up to Canberra last week, and this project would fit the funding criteria so that even more funds can be directed to the Northern Township project. Minor works include replanting of median strip, public furniture and bike racks, application for speed limit reductions through the township and 2 pedestrian crossings. The major work identified in the Framework is the entrance treatment including kerb outstands estimated at \$150,000. Given the delay, a refresh of the implementation plan for this project is well advanced. It should be noted that the pedestrian crossing installation is dependant on the road speed limit, and given that we have applied for a speed reduction through the town from 60kmh to 50kmh which has now been approved, just a matter of time for VicRoads to get out and put the signs up, which now means we can commence having those discussions with the Department of Transport, as it is their road, on the type of crossing we can have. We anticipate that we'll have that done by the end of this calendar year. In terms of some of the other minor works, we've done some of the works with the bike racks and footpath repair, however we acknowledge there's a lot more to do and like I said, with the implementation plan, we're hoping to get a lot of that done by the end of this calendar year.

Question 2

I understand there was a commitment made to maintain the Sussex Street Median Strip (plants, weeds etc) of 4 times per year. Has this maintenance scheduled been maintained in line with this timing and is there any change to this schedule going forward?

Answer

The following response was provided by Phil Josipovic, Director Infrastructure and Environment.

Over the last 12 months the Median Strip has been maintained twice, most recently having the trees trimmed. Absolutely acknowledge that we haven't met our commitment of maintaining it 4 times per year. The main constraint is that Sussex Street is a Department of Transport, or used to be VicRoads, road and to do any works we have to prepare a traffic management plan and have it approved by VicRoads. That process in itself can take anywhere from 2 to 3 months for VicRoads

to approve the traffic management plan. However, more recently, Council submitted an application for a Memorandum of Authority that allows Council to prepare and implement traffic management plans for certain works on VicRoads that don't require VicRoads approval. The application took 5 months for VicRoads to approve but we received that approval two weeks ago from memory, at maximum. So now we plan to undertake ground work maintenance at the end of April or early May. Moving forward we will schedule more frequent maintenance of this median strip now that we don't need that approval from VicRoads, so we'll be trying to keep to that 4 times per year.

The following public question was asked by Beth Glover:

Question 1

In an act of reconciliation with the Wadawurrung people who first inhabited this land, I ask permission of the Councillors to endorse the area of Teesdale to also adopt a Wadawurrung name. The entrance to the town to have both the name Teesdale and Wadawurrung name displayed. This of course, to be in consultation with Elders of the Wadawurrung.

Answer

The following response was provided by Lynne Gray, Director Corporate Services.

The process for naming places is provided by the Geographic Place Names Act and the Naming Rules. Principle H of the Naming Rules states that dual names may only be assigned to geographic features, and can't be given to localities. This is to avoid confusion for addressing and emergency services access. When naming new features and infrastructure, Council consults with Traditional Owners and considers use of Traditional Owner languages, such as at the recently named Yerram Yaluk Bun park in Inverleigh.

7 BUSINESS REPORTS FOR DECISION

7.1 DELEGATES REPORT & INFORMAL MEETINGS OF COUNCILLORS RECORDS

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.

RESOLUTION

Moved: Cr Gavin Gamble
Seconded: Cr Clayton Whitfield

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

CARRIED

7.2 LOCAL ROADS & COMMUNITY INFRASTRUCTURE PROGRAM - PHASE 2 AND 3 PROJECT UPDATES

EXECUTIVE SUMMARY

Projects funded under Local Roads and Community Infrastructure (LRCI) Program Phases 2 and 3 are required to be completed by 30 June 2023. While Council officers have made significant progress over the last 2 years on these projects, there are some project savings and delayed timelines likely to result in an estimated \$170,502 of the \$1,512,680 Phase 2 allocation and \$250,000 of the \$2,667,310 Phase 3 allocation in either savings or under expenditure for uncompleted projects as at 30 June 2023. This report provides details of projects in these categories and provides a recommendation for re-allocation of funding as well as identifying projects requiring an extension of time request. Council endorsed re-allocations and extension of time requests will be subject to approval by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts (the Department) for final approval.

RESOLUTION

Moved: Cr Clayton Whitfield

Seconded: Cr Ian Getsom

That Council:

- 1) Endorse the following changes to the Local Roads and Community Infrastructure Phase 2 Projects:
 - a) Allocate \$56,900 from Upgrade Bunninyong – Mt Mercer Road / Hardies Hill Road, Garibaldi intersection project savings to the Upgrade Derwent Jacks Road / Snow Gum Road / Reef Road / Chromes Road, Berringa intersection project to cover the over-expenditure.
 - b) Allocate the remaining \$113,602 of Phase 2 savings to the Meredith - Shelford Road Stage 5 project (partly funded under the Phase 3 program).
- 2) Endorse the following changes to the Local Roads and Community Infrastructure Phase 3 Projects:
 - a) Allocate \$40,000 savings from Bannockburn Bowls Sewer connection project to the purchase and installation of a disabled toilet facility at the Bannockburn Bowls Club estimated to cost \$65,000 (Note: the Bannockburn Bowls Club to contribute the balance of funding required for a new disabled toilet).
 - b) Allocate \$10,000 savings from Meredith Interpretive Centre Septic System to existing Phase 2 Meredith Public Open Space improvements.
 - c) Seek an extension of time to 31 December 2023 for the Leigh River Junction viewing platform, Inverleigh project given the yet to be completed consultation with Waddawurrung.
 - d) Seek an extension of time to 31 December 2023 Lethbridge Lakes Amenities Block Upgrade project given the delays experienced due to the October 2022 and November 22 flood events.
- 3) Note the list of project changes endorsed by Council will be submitted to the Department of Infrastructure, Transport, Regional Development, Communications and the Arts for final approval.

CARRIED

7.3 PROCUREMENT POLICY UPDATE

EXECUTIVE SUMMARY

Council is committed to ensuring continuous improvement and strong compliance processes are in place for its procurement activities in order to achieve value for money and generate benefits for Council and its community. A minor update to the Procurement Policy is required to include arrangements with public bodies or agencies as current projects include collaborative procurement with public bodies and agencies.

RESOLUTION

Moved: Cr Owen Sharkey
Seconded: Cr Les Rowe

That Council adopt the amended Procurement Policy and Exemption Procedure as attached (March 2023).

CARRIED

7.4 GOVERNANCE RULES - FOR ADOPTION

EXECUTIVE SUMMARY

Council is required to develop, adopt and keep in force Governance Rules, pursuant to section 60 of the *Local Government Act 2020* ('the Act'). Prior to amending its Governance Rules, a Council must ensure that a process of community engagement is conducted, in accordance with section 60(4) of the Act. Changes have been identified to improve clarity and increase the accessibility of Council meetings.

The draft Governance Rules were placed on public exhibition from 1 March 2023 to 22 March 2023, with no submissions received. Minor changes have been made to the draft and the Governance Rules, as amended, are now recommended to Council for adoption.

RESOLUTION

Moved: Cr Les Rowe
Seconded: Cr Owen Sharkey

That Council:

1. Noting that no submissions were received on the exhibited draft, adopts the Governance Rules (attachment 2) and authorises the Chief Executive Officer and the Mayor to sign the adopted document.

CARRIED

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

EXECUTIVE SUMMARY

The appointment of authorised officers under the *Planning and Environment Act 1987* cannot be delegated and must be made through resolution of Council. The Instrument of Appointment and Authorisation under the *Planning and Environment Act 1987* was last reviewed and adopted by Council in February 2023. A review of that instrument has now been completed and updated to reflect staffing changes that have occurred in the Environment and Open Spaces team.

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

RESOLUTION

Moved: Cr Les Rowe

Seconded: Cr Owen Sharkey

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

1. The members of Council staff referred to in the instrument as shown in Attachment 1 be appointed and authorised as set out in the instrument.
2. The Chief Executive Officer is authorised to sign the instrument.
3. The instrument comes into force immediately upon being signed by Council's Chief Executive Officer and remains in force until Council determines to vary or revoke it.
4. The previous instrument dated 28 February 2023 is revoked.

CARRIED

7.6 CONTRACT FOR BUILDING CLEANING SERVICES

EXECUTIVE SUMMARY

Golden Plains Shire Council wishes to engage a suitably qualified contractor for the supply of cleaning services and related consumables across the portfolio of Council owned and leased buildings.

RESOLUTION

Moved: Cr Clayton Whitfield

Seconded: Cr Les Rowe

That Council:

1. Resolves to award the Contract GPSC-RFT-21-2022 Building Cleaning Services to Bohan Cleaning Services for the sum of \$231,994.92 exclusive of GST per annum for the initial term of three (3) years with two (2) by one (1) year extension options.
2. Delegates to the Chief Executive Officer or his delegate authority to execute the contract on behalf of Council.

CARRIED

8 NOTICES OF MOTION

8.1 NOTICE OF MOTION - COUNCIL MEETINGS START TIME

RESOLUTION

Moved: Cr Clayton Whitfield

Seconded: Cr Gavin Gamble

That Council change the start time of the scheduled 2023 Council Meetings adopted at the 20 December 2022 Council Meeting to 6:00pm instead of 7:00pm.

CARRIED

9 PETITIONS

Nil

10 CONFIDENTIAL REPORTS FOR DECISION

Nil

The Meeting closed at 8:22pm.

The minutes of this meeting were confirmed at the Council Meeting held on 18 April 2023.

DocuSigned by:
Brett Cunningham
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CHAIRPERSON