

AGENDA

Council Meeting

6.00pm Tuesday 25 July 2023

VENUE:
The Well
19 Heales Street, Smythesdale

NEXT COUNCIL MEETING
6.00pm Tuesday 22 August 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.

Members of the Gallery

Welcome to a Golden Plains Shire Council meeting and thank you for joining us.

MEETING PROCEDURES

The procedures for this Council meeting are provided in Council's Governance Rules. A copy of the Governance Rules can be found on Council's [website](#).

MEETING FACILITIES

Council meetings are generally held at:

- Golden Plains Shire Council Civic Centre (2 Pope Street, Bannockburn)
- Linton Shire Hall (68 Sussex Street, Linton)
- The Well, Smythesdale (19 Heales Street, Smythesdale)

EXPECTATIONS OF THE GALLERY

Council meetings are decision-making forums and it is important that they are open to the community to attend and view proceedings. Community members may participate in Council meetings in accordance with Chapter 2, Division 7 of the Governance Rules.

At each meeting, there is an opportunity for members of the public to ask questions of the Council. Questions must be submitted to Council no later than 10:00am on the day of the meeting in order to be asked at the meeting.

Members of the public present at Council meetings must remain silent during the proceedings except when specifically invited to address the meeting. Mobile devices are permitted for silent use but must not be used for recording, talking or any usage that generates noise, unless permission is granted by the Chairperson of the meeting.

The Chairperson of the meeting may remove a person from the meeting if the person continues to interject or gesticulate offensively after being asked to desist. The Chairperson may cause the removal of any object or material that is deemed by them to be objectionable or disrespectful.

The Chairperson may call a break in a meeting for either a short time or to resume another day if the behaviour at the Council table or in the gallery is significantly disrupting the meeting.

RECORDING OF MEETINGS

Council meetings are recorded and streamed live on the internet. Recordings are archived and available on Council's [Youtube page](#).

All care is taken to maintain your privacy however as a visitor in the public gallery, your presence may be recorded.

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1 OPENING DECLARATION

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

2 ACKNOWLEDGEMENT OF COUNTRY

Golden Plains Shire spans the Traditional lands of the Wadawurrung and Eastern Maar Peoples.

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

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

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

That Council confirms the minutes of the Council Meeting held on Tuesday 27 June 2023.

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 Grace Crowe who is being recognised for her achievement in the sport of athletics.

- Grace is 14 years old, lives in Ross Creek and commenced Little Athletics at the age of 8. Grace has been competing individually and in relays since being in the under 9's at state level and this year competed individually and in relays at national level representing Victoria at the 2023 Australian Track & Field Championships in Brisbane. Grace also competes for the Ballarat Harriers and for Ballarat at state level individually and in relays.
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7.2 DELEGATES REPORT & INFORMAL MEETINGS OF COUNCILLORS RECORDS

File Number:**Author:** Elise Holmes, Executive Assistant to the CEO**Authoriser:** Eric Braslis, CEO**Attachments:**

1. Informal Meetings of Councillors Record - Strategic Briefing 4 July 2023
2. Informal Meeting of Councillors Record - Briefing 18 July 2023

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**

- Don Wallace Recreation Reserve Funding Announcement
- Golden Plains Farmers Market
- Official Opening of Meredith Multi Playspace
- Careers Expo - Bannockburn
- Federal Minister for Early Childhood Education Visit
- 2023 Rural Councils Victoria Forum – Echuca
- Growing Places Information Session – Lethbridge
- Creative & Cultural Mapping Survey – Meredith

Cr Gamble

- Don Wallace Recreation Reserve Funding Announcement
- Golden Plains Farmers Market
- Growing Places Information Session – Meredith
- Creative & Cultural Mapping Survey – Meredith

Cr Getsom

- Nil

Cr Kirby

- Don Wallace Recreation Reserve Funding Announcement
- 2023 Rural Councils Victoria Forum – Echuca

Cr Rowe

- Nil

Cr Sharkey

- Nil

Cr Whitfield

- Inverleigh Progress Association Quarterly Meeting
- Growing Places Information Session - Murgheboluc

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 tabled at the next convenient Council meeting and 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.

7.3 ROSS CREEK RECREATION RESERVE MASTERPLAN - ADOPTION

File Number:**Author:** Ben Jordan, Manager Recreation & Community Infrastructure**Authoriser:** Phil Josipovic, Director Infrastructure and Environment**Attachments:** 1. Ross Creek Recreation Reserve - Final Masterplan**RECOMMENDATION**

That Council adopt the attached Ross Creek Recreation Reserve Masterplan 2023.

EXECUTIVE SUMMARY

Council has engaged True Resource Group to consult with community stakeholders on current facility provisions at the reserve, identify the demand for possible future facility improvements and explore future participation opportunities through the development of an updated Masterplan (Attachment 1) for the Ross Creek Recreation Reserve.

An extensive community engagement process to develop this Masterplan update was undertaken, with the engagement process demonstrating strong community interest in this reserve, and the current and future opportunities for participation and facility activation. The Ross Creek Recreation Reserve Committee of Management (CoM) took part in face to face and telephone sessions, with further one to one discussion occurring with key user groups, the local primary school, and several Council Officers.

This process has been supported by a detailed research and evidence base, and will inform strategic planning, investment and priorities for future infrastructure and programming opportunities for the period 2023-2033. The Masterplan provides clear and prioritised recommendations and is supported by evidence of community need, benefit and sustainability, and will assist in the scoping of potential funding/grant opportunities which aim to deliver facility improvements and increase participation.

Following Council endorsement in April 2023, the Draft Masterplan was made available via a public exhibition process where no further community comments or feedback was received.

BACKGROUND

For Council to plan the development and enhancement of sport and active recreation facilities and programs across the Shire, site-specific recreation masterplans are required. Master planning assists with the prioritisation of projects, decisions about investment and supports advocacy and opportunities to seek external funding. Masterplans provide a strong evidence base as they require extensive consultation and site-specific planning.

Golden Plains Shire's 'Sport and Active Recreation Strategy 2020–2030' identifies the need for site masterplans which align with the strategic planning principles of the Strategy and have been developed in partnership with key stakeholders and tested with community.

The Sport & Active Recreation Strategy 2020–2030 states that each of Council's masterplans for recreation reserves should be reviewed to identify which actions have been achieved, which actions are in progress, which actions are no longer relevant and which actions are yet to be achieved (and the reason why). Once this list has been compiled, each project should be assessed against the agreed planning principles and other Council priorities.

To ensure the best possible chance of securing external funding for prioritised capital works, projects should be shelf-ready and have considered feasibility and financial sustainability/viability prior to development.

Council committed funds in the 2020/21 Budget to develop and updated Ross Creek Recreation Reserve Masterplan to:

- Assess the demand for sporting and recreation facilities relating to the site
- Review the condition and provision of the sport and recreation facilities at the reserve
- Identify capital and strategic development opportunities at the reserve for future developments and activation including costings and funding responsibilities
- Produce a concept plan detailing the recommended location of potential developments.

In line with Council's procurement processes, quotes were requested, and True Resource Group were appointed to undertake the Ross Creek Recreation Reserve Masterplan process.

DISCUSSION

Current Status

The Ross Creek Recreation Reserve is located at 655 Sebastopol-Smythesdale Road in Ross Creek, Victoria. It is the only formalised open space and active recreation reserve in the area.

The reserve is a Crown owned facility with management responsibilities delegated to Council, and then by agreement to the Ross Creek Recreation Reserve Committee of Management, which has driven sport participation and the development/activation of the reserve.

The reserve is home to a range of community groups and clubs, including Ballarat Fire Brigade Cricket Club, Ross Creek Community Coordinators, Ross Creek Tennis Club and Ross Creek Landcare all of which collectively represent the Ross Creek Recreation Reserve Committee of Management. The Woody Yaloak Primary School (Ross Creek Campus), which shares a property boundary, is also a regular user of the site.

Masterplan Process

The methodology to undertake the Masterplan project with community stakeholders involved several elements under the following five stages:

Stage 1 – Project Inception and Site Visits

Stage 2 – Background Review, Research and Renew

Stage 3 – Stakeholder Consultation (Internal and External)

Stage 4 – Draft Masterplan and Concept Design

Stage 5 – Final Masterplan and Concept Design

Findings and Masterplan Recommendations

Based on feedback from stakeholders, sport and participation trends and continued projected population growth (within Golden Plains and surrounding LGAs), it is likely that there will be increasing interest and demand for activities facilitated at Ross Creek Recreation Reserve.

Significant upgrades to informal recreation elements have recently been completed at the reserve to benefit the community and user groups (especially the Primary School) and are reflected in the Masterplan.

Through a combination of State Government (Growing Suburbs Fund) and Council funding, the Ross Creek Play and Active Recreation Upgrade included delivery a new playground with inclusive play elements, fitness equipment, expanded walking trails, a new barbecue, extended shelter and picnic furniture. These works have been complimented by beautification and supporting infrastructure improvements around the car park areas and vehicle access track which includes bollards, solar lighting and enhanced drainage around the perimeter of the oval.

Further improvement/development of facilities at the reserve would enable greater accessibility and utilisation to meet increasing demand, address safety concerns and provide enhanced opportunities and experiences for participants and spectators.

Based on the stakeholder/community consultation, industry trends and best practice, a full list of recommendations for the reserve is provided in the Final Masterplan (Attachment 1).

These recommendations have been prioritised and cover a broad range of improvement possibilities throughout the Recreation Reserve with a focus on active community/sporting infrastructure, given the recent upgrades to informal recreation elements (including the Ross Creek Play and Active Rec Upgrade).

Some of the high priority actions within the recommendations identified an emphasis on participation, safety and increased usability, including:

- Improving directional signage, traffic movement, parking and landscaping
- Develop changerooms to meet minimum sport requirements
- Redeveloping the oval and tennis courts, including the installation of sports oval lighting
- Upgrade the existing community hall and meeting spaces
- Upgrade and extend trail networks.

Given the nature, extent and cost associated with several of the Masterplan improvement recommendations, it is highly likely that the Ross Creek Recreation Reserve CoM, user clubs and Council will need to plan for and explore external funding opportunities to progress any of these projects, which may also need to be delivered in a staged approach.

Detailed designs and costings would need to be prepared, including escalations and contingencies, when planning is being undertaken for each specific item of infrastructure, before being brought to Council for further discussion prior to delivery.

The Draft Ross Creek Recreation Reserve Masterplan was presented to the Council Meeting in April 2023 and endorsed by Council to be made available for public exhibition for a period of four weeks.

Previously engaged stakeholders were directly advised and the Draft Masterplan was made available to the general public via the 'Have Your Say' section on Council's website. The document was promoted via online, social and print media during the public exhibition and feedback period which was conducted from 3 May to 31 May 2023.

With no community comments on the Draft received, the Final Masterplan is now presented to Council for adoption.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

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

GOVERNANCE PRINCIPLES

The overarching governance principles in s.9 of the *Local Government Act 2020* provide for giving priority to achieving the best outcomes for the municipal community and that innovation and continuous improvement is to be pursued.

The development of the Ross Creek Recreation Reserve Masterplan seeks to clarify and prioritise opportunities for improved community infrastructure to create social, recreational and learning outcomes that align with community expectations. This is consistent with the Council Plan 2021-2025 and the principles outlined in Council's Sport and Active Recreation Strategy 2020-2030.

COMMUNITY ENGAGEMENT

The community engagement principles under s.56 of the *Local Government Act 2020* have been considered through engagement undertaken to develop the Ross Creek Recreation Reserve Masterplan.

This has included discussions with State Sporting Associations and extensive consultation and engagement at various stages with internal Council departments and representatives from the Ross Creek Recreation Reserve Committee of Management and tenant clubs.

Further engagement occurred with the Draft Masterplan made available for public exhibition and comment for a period of four weeks. As no community feedback was received, no further updates have been made to the Masterplan.

PUBLIC TRANSPARENCY

One of the overarching governance principles in s.9 of the *Local Government Act 2020* is to ensure the transparency of decision making, actions and information. The process to develop the Masterplan thorough research and multiple phases of community engagement ensures Council is adhering to the public transparency principles in s.58 of the Act.

STRATEGIES/PLANS

One of the overarching governance principles in s.9 of the *Local Government Act 2020* is that the municipal community is to be engaged in strategic planning and strategic decision making. This is further defined by the Strategic Planning principles under s.89 of the LGA 2020.

The preparation of the Ross Creek Recreation Reserve Masterplan has been undertaken to engage on future opportunities for this facility and aligns with the objectives and principles of the Golden Plains Shire Community Vision 2040, Council Plan 2021-2025 and Sport and Active Recreation Strategy 2020-2030.

FINANCIAL MANAGEMENT

Consideration has been given to the financial management principles under s.101 of the *Local Government Act 2020*. True Resource Group was engaged by Council to undertake this process utilising an operational budget allocation for Masterplan preparation.

The report and attached Masterplan do not commit Council to further financial contributions or budget implications at this time and any future investment or funding applications for facility improvements would be subject to subsequent decisions.

RISK ASSESSMENT

The Ross Creek Recreation Reserve Masterplan seeks to mitigate the risks of insufficient planning and engagement with community and enable future facility development and advocacy to be informed by strong evidence and priorities.

COMMUNICATION

Communication about Council's preparation of the Masterplan has been provided directly to internal and external stakeholders and partners over an extended period.

Online and external communications were provided to the broader community when the Draft Masterplan was made available for public exhibition and feedback in May 2023.

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

The undertaking of a master planning process for Ross Creek Recreation Reserve and the presentation of the Masterplan have been considered (in accordance with s.9 of Gender Equality Act 2020) and have identified no gender inequality implications.

It is noted that the implementation of recommendations and individual projects in the Masterplan will require Gender Impact Assessments (GIA) to be undertaken.

OPTIONS

Option 1 – That Council adopt the Ross Creek Recreation Reserve Masterplan.

This option is recommended by officers as a comprehensive process has been undertaken, including community engagement, to provide a strategic Masterplan outlining facility enhancements and opportunities to increase participation at the reserve over the next ten years.

Option 2 – That Council does not endorse the Ross Creek Recreation Reserve Masterplan.

This option is not recommended by officers as the Masterplan has been informed by a comprehensive process, including community engagement. It should be noted that endorsing the Masterplan does not commit Council to any individual decisions in relation to funding or implementation of specific infrastructure or projects.

Option 3 – That Council delay endorsing the Ross Creek Recreation Reserve Masterplan.

This option is not recommended by officers as adoption of the Masterplan is the final stage in what has been an 18-month process with community stakeholders and further delays may result in reputational damage to Council.

CONFLICT OF INTEREST

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

CONCLUSION

Following detailed research, a review of the existing facilities and analysis of engagement activities, a Masterplan has been developed for the Ross Creek Recreation Reserve to provide strategic direction for the development and management of the Reserve for the 10 years from 2023 to 2033.

This Final Masterplan is being presented back to a future Council Meeting for adoption following the Draft Masterplan being available on public exhibition for a period of four weeks in May 2023.

The Masterplan will assist the Ross Creek Recreation Reserve Committee of Management and Council to prioritise and advocate for capital upgrades, explore new opportunities to activate the reserve and increase physical activity and sport participation. Council support will be requested and discussed in any future reports where specific opportunities are identified that require Council and/or external funding commitments to support infrastructure developments.

7.4 MOORABOOL RIVER RESERVE DRAFT MASTER PLAN - ENDORSE FOR CONSULTATION

File Number:**Author:** Dale Smithyman, Natural Resources Officer**Authoriser:** Phil Josipovic, Director Infrastructure and Environment**Attachments:** 1. Moorabool River Reserve Master Plan (Draft) (under separate cover)**RECOMMENDATION**

That Council endorse the attached Moorabool River Reserve Draft Master Plan for public consultation

EXECUTIVE SUMMARY

Council has engaged Thompson Berrill Landscape Design to develop a Master Plan for the Moorabool River Reserve in Batesford. A Draft Master Plan has been developed following collation of background information and a community engagement process. The Draft Master Plan provides guidance on the future management and development of the reserve. Public consultation on the Draft Master Plan is now required to inform the final Moorabool River Reserve Master Plan.

BACKGROUND

The 17-hectare Moorabool River Reserve on Vigneron Way in Batesford has recently come to Council as public open space as part of the Riverstone development. The reserve has approximately 2.8 kilometres of frontage to the Moorabool River and contains areas of remnant riparian vegetation as well as open space suitable for passive recreation.

While encompassed in an area of cultural heritage sensitivity, the site offers much in terms of biodiversity protection and potential passive recreational opportunities for the local and wider community.

Local community representatives strongly sought the development of a Master Plan for the reserve to guide any future development and the ongoing management of the Reserve for both Council and the local community. Council's Environment and Sustainability Team obtained grant funds through the State Government Iconic Urban Waterways Grants Program to develop a Master Plan.

Following a competitive tendering process, Council appointed Thompson Berrill Landscape Design (TBLD) consultancy to develop the Master Plan. TBLD have developed the Draft Master Plan following consultation with the Batesford community, Wadwurrung Traditional Owners and other stakeholders. Consultation included direct mail out to Batesford residents, engagement with key Batesford community groups, online survey and social media releases, a community meeting and a reserve walk.

The Draft Master Plan brings together extensive background information, community and stakeholder feedback and Council officer input to define and guide the future management of the Reserve.

DISCUSSIONCurrent status

Without a guiding document; either a Master Plan or Management Plan, the Moorabool River Reserve is currently receiving bare minimum management by Council's Environment and Sustainability team assisted by Council's Township Maintenance staff to maintain it in the state in which it was handed to Council. Council's Roads and Drainage team manage the open drains and stormwater system. No additional resources (financial or staff) were allocated by Council on the

handover of the 17-hectare reserve and Council officers are trying to maintain the reserve using existing resource allocations.

Master Plan Process

On engagement of the consultant, the Draft Master Plan has been developed over several stages:

- Stage 1: Project inception and site visits
- Stage 2: Background research and review
- Stage 3: Community engagement
- Stage 4: Draft Master Plan development
- Stage 5: Draft Master Plan public consultation.

Following development of the Draft Master Plan, public consultation of the plan is required to ensure that the document meets the expectations and aspirations of the local community, traditional custodians, Council and other stakeholders.

Draft Master Plan Findings

Based on feedback received during the community engagement phase of the project, the Draft Master Plan has identified key goals to be attained in the life of the plan. These goals focus around:

- Traditional custodian values and culture
- Protection and restoration of biodiversity
- Improvement in awareness of heritage values
- Improved public access and provide for low key, climate resilient, recreation facilities

Built around these goals are an extensive list of actions. Key actions include:

- Adopt Wadawurrung naming for the reserve
- Improve walking and maintenance vehicle access
- Allow dog on lead only areas to reduce impacts on native animals
- Establish small picnic and seating area with nature-based play space
- Strengthen the habitat corridor along the riverbank
- Allow for future pedestrian bridge link to the Western Growth Area when developed
- Establish interpretive signs at key locations
- Conduct annual arborist assessment to address tree risk
- Install flood depth markers at risk points on access tracks

While it is believed that the Draft Master Plan meets community, stakeholder and Council expectations and aspirations identified in the community engagement process, it is essential that the draft document undergoes another round of public engagement to ensure that these are met.

Following public consultation, changes will be incorporated into the plan before the final Master Plan is brought to Council for adoption.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

The overarching governance principles in s.9 of the *Local Government Act 2020* provide for giving priority to achieving best outcomes for the municipal community and that innovation and continuous improvement be pursued.

The Draft Master Plan seeks to clarify and prioritise the future management and development of the Moorabool River Reserve in Batesford to align with Council responsibilities and community aspirations. The Draft Master Plan aligns with the Council Plan 2021-2025 and Council's Environment Strategy 2019-2027 along with broader external strategic plans associated with the management of the Moorabool River catchment.

POLICY/RELEVANT LAW

The Draft Master Plan identifies legislation and statutory responsibilities for Council pertaining to the management and development of the reserve. Council must comply with relevant legislation in the management and development of the reserve

ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

Future management of the Moorabool River Reserve is essential in ensuring that the reserve is well managed for its natural and social values.

Batesford lacks public open space for passive recreation and the Moorabool River Reserve is an important addition. Passive recreation in nature provides vital social benefits to the community. Recreation in nature has demonstrated positive physical and mental health outcomes contributing to improved personal wellbeing and reduced societal impacts.

A well-managed reserve with a clear plan for the future will ensure that natural values are enhanced and protected thereby minimising potential climate impacts.

COMMUNITY ENGAGEMENT

Initial community engagement for the development of the Draft Master Plan was undertaken during November 2022. Activities included a mail out survey, online survey, community engagement meeting and two (2) walks on Country with community members. This engagement elicited 46 responses providing information on the reserve values, key issues, uses of the reserve and opportunities. A site walk with Wadawurrung representatives was also undertaken to investigate traditional custodian interests and opportunities regarding the future management of the reserve.

Community feedback indicated that walking and dog walking were the two primary uses of the reserve, and were reflected as the key recreational opportunities. Feedback overwhelmingly sought to have the natural values protected.

A second round of public consultation, on the first Draft Masterplan, will be undertaken between the 26 July and 16 August (3 weeks) and incorporate:

- social media posts;
- hard copy posted to properties immediately adjacent/adjoining the reserve;
- a community meeting on the evening of Tuesday 8 August at the Batesford Community Hall, facilitated by Council project officers;
- emails to respondents/attendees that indicated interest during the first round of engagement;
- direct email correspondence to key community groups (e.g. Batesford Community Coordinators, Fyansford, Stonehaven Landcare Group);
- flyers posted at the Reserve entrances, and;
- feedback via an online survey from Council's "Have Your Say" page.

Outcomes of the second round of consultation will be reported back to Council prior to finalisation of the final Masterplan, and before seeking endorsement.

PUBLIC TRANSPARENCY

The development of the Draft Master Plan has been conducted as an open and transparent process that has sought to engage with and seek feedback from the Batesford community and other key stakeholders at all stages of its development. The release of the Draft Master Plan for further community engagement is the next step in ensuring the plan is widely understood and supported by the Batesford community.

STRATEGIES/PLANS

The Draft Master Plan identifies the strategic context in which the Moorabool River Reserve and its future management exists. This provides guidance to both Council and the community as to the wider strategic context and the future of the management of the reserve.

FINANCIAL MANAGEMENT

Proper management of the Moorabool River Reserve is essential to ensure that Council resources are effectively and efficiently expended. The Draft Master Plan is a key document on the path to ensuring that this occurs. It outlines the future management directions for the reserve and identifies where resources are required to be focussed to achieve the outcomes of the plan. The addition of a 17-hectare public open space reserve to Council's land portfolio will require additional budgetary contributions to ensure the proper management of the reserve is undertaken and the Draft Master Plan provides guidance on the priorities for such funding. The Draft Master Plan also identifies key projects that can be funded through external grants.

RISK ASSESSMENT

The Draft Master Plan seeks to mitigate the risks of insufficient planning to manage a nature based open space reserve. The Plan lays out the management of the reserve to ensure that the reserve is well managed to minimise the financial and public risk to Council while minimising the risk of damage to natural assets. As a publicly accessible, natural open space reserve immediately adjacent to a waterway, the reserve carries a level of inherent risk that it is not entirely able to be addressed. The Draft Master Plan directly addresses this risk (e.g., flood, tree hazard) through actions to reduce the risk to the public and thereby Council's risk exposure.

COMMUNICATION

The recommendation seeks Council approval to take the Draft Master Plan to public consultation. Community engagement will be conducted through direct email contact with previous survey respondents and local community groups, social media release and a community meeting.

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 – Council endorse the Moorabool River Reserve Draft Master Plan for public consultation

This option is recommended by officers as a comprehensive process has been undertaken to develop the plan and community engagement is now required to ensure the plan meets community expectations and aspirations.

Option 2 – Council does not endorse the Moorabool River Reserve Draft Master Plan for public consultation

This option is not recommended by officers as a comprehensive process has been undertaken to develop the plan and community engagement is now required to ensure the plan meets community expectations and aspirations. The plan has been delayed by external factors and further delay may lead the community to disengage from the process and not support the reserve.

Option 3 – Council delays the endorsing of the Moorabool River Reserve Draft Master Plan for public consultation

This option is / is not recommended by officers as a comprehensive process has been undertaken to develop the plan and community engagement is now required to ensure the plan meets community expectations and aspirations. The plan has been delayed by external factors and further delay may lead the community to disengage from the process and not support the reserve.

CONFLICT OF INTEREST

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

CONCLUSION

Following detailed research and community engagement the Moorabool River Reserve Draft Master Plan has been developed for the Moorabool River Reserve. The Plan aims to provide strategic direction for the management and development of the reserve. It is recommended that Council endorse the Moorabool River Reserve Draft Master Plan to be made available for public exhibition for a period of 4 weeks.

Following public consultation, the final Master Plan will be presented to a future Council meeting for adoption.

7.5 SMYTHESDALE GARDENS & BREWERY DAM RESERVE DRAFT MASTERPLAN - ENDORSE FOR CONSULTATION

File Number:

Author: Ben Jordan, Manager Recreation & Community Infrastructure

Authoriser: Phil Josipovic, Director Infrastructure and Environment

Attachments: 1. Smythesdale Gardens and Brewery Reserve - Draft Masterplan

RECOMMENDATION

That Council endorse the attached Smythesdale Gardens & Brewery Dam Reserve Draft Master Plan for public consultation.

EXECUTIVE SUMMARY

Council has engaged the services of Insight Leisure Planning to prepare a Master Plan to guide future planning and development of Smythesdale Gardens & Brewery Dam Reserve.

Insight Leisure Planning has consulted with community stakeholders on current facility provisions, future facility improvements and active recreation opportunities through the development of a Draft Master Plan (Attachment 1) for Smythesdale Gardens & Brewery Dam Reserve.

An extensive community engagement process to develop the draft master plan was undertaken, with the Smythesdale Progress Association/Committee of Management (CoM) taking part in a site walk through and consultation session where they were given the opportunity to provide input in relation to site issues, constraints, ideas and suggestions for improvements. A workshop session was also facilitated with a selection of key Council Officers.

This process has been supported by a detailed research and evidence base, and will inform strategic planning, investment and priorities for future infrastructure and activation for the period 2023-2033. The Draft Master Plan provides clear and prioritised recommendations to assist community groups and Council to explore opportunities to source external grants and funding to support implementation.

BACKGROUND

For Council to plan the development and enhancement of recreation and open space reserves across the shire, site-specific masterplans are required. Master planning assists with the prioritisation of projects, decisions about investment and supports advocacy and opportunities to seek external funding. Master plans provide a strong evidence base as they require extensive consultation and site-specific planning.

Golden Plains Shire's 'Sport and Active Recreation Strategy 2020–2030' identifies the need for site masterplans which align with the strategic planning principles of the Strategy and have been developed in partnership with key stakeholders and tested with community. The strategy does not provide specific direction for Smythesdale Gardens or Brewery Dam Reserves, however references supporting informal active recreation needs of the local community.

The Sport & Active Recreation Strategy 2020–2030 states that each of Council's masterplans for recreation reserves should be reviewed to identify which actions have been achieved, which actions are in progress, which actions are no longer relevant and which actions are yet to be achieved (and the reason why). Once this list has been compiled, each project should be assessed against the agreed planning principles and other Council priorities.

The Council Plan details Strategic Objectives and key actions for delivery during the Council term. Whilst development of master plans is not specifically referenced, the project aligns with key themes aimed at improving community infrastructure provision, protection of natural, cultural and heritage environments as well as the provision of attractive, functional open spaces that support community health, wellbeing, and recreation.

To ensure the best possible chance of securing external funding for prioritised capital works, projects should be shelf-ready and have considered feasibility and financial sustainability/viability prior to development.

Council commissioned the development of a new master plan to guide the future planning and development of the Smythesdale Gardens & Brewery Dam Reserves. Key objectives of the master planning process were to:

- Undertake consultation with user groups and residents to establish current and future needs and issues.
- Document options for additional facilities or infrastructure that could help address community needs.
- Ensure each reserve is accessible and appealing to all members of the community.
- Improve and enhance the reserve landscape.
- Improve and enhance recreation opportunities for a range of reserve users.
- Resolve existing circulation and access issues.
- Provide clear direction for the development of each reserve that is realistic and within resource constraints.

In line with Council's procurement processes, quotes were requested, and Insight Leisure Planning were appointed to undertake the Smythesdale Gardens & Brewery Dam Reserve Master Plan process.

DISCUSSION

Current Status

Smythesdale Gardens Reserve

Smythesdale Gardens is located at 33 Garden Street, Smythesdale. It is bounded by Garden Street to the south, Willis Street to the north and west, and the Ballarat-Skipton Rail Trail to the southeast. The 3.0 hectare site comprises multiple individual allotments of Crown Land. It is zoned 'Rural Living' under the Golden Plains Planning Scheme, and is subject to the Bushfire Management, Design & Development, and Significant Landscape overlays.

The site is Department of Energy, Environment and Climate Action (DEECA) owned Crown Land, delegated to Council and managed by a Committee of Management (Smythesdale Progress Association Inc.) on behalf of Council. The Community Committee manages the site as an unpowered camping destination ("free camp") and invites donations from users to help fund asset maintenance and improvements (annual revenue reportedly of around \$12k p.a.).

The site is one of two approved camping sites in Golden Plains Shire with associated facilities including a camp hut, fire pits and shelters, a shower block, public toilets, and local play space. It is also well used by the local community for a range of active and passive recreation activities including community gatherings, family outings, picnicking and informal play.

Smythesdale Brewery Dam Reserve

The Smythesdale Brewery Dam Reserve is situated at 29 Sebastopol-Smythesdale Road, Smythesdale. The site comprises multiple individual allotments of Crown land, delegated to Council and managed by a Committee of Management (Smythesdale Progress Association Inc.) on behalf of Council under the same License Agreement as Smythesdale Gardens Reserve.

The Brewery Dam site is a designated community open space area which consists of a mix of established native trees, cleared open space and a large dam with a fishing pier. The site is largely hidden within a bush setting, however provides opportunities for passive recreation including picnicking, nature appreciation, yabbing and fishing. Swimming is not permitted. Council and the community are keen to explore opportunities to increase the use and amenity value of the reserve.

Masterplan Process

The methodology to undertake the Masterplan project with community stakeholders involved several elements under the following four phases:

Phase 1 – Situation Analysis

Phase 2 – Targeted Consultation

Phase 3 – Draft Master Plan

Phase 4 – Final Master Plan

The aim of the master plan is to provide a realistic and achievable vision for both reserves to guide future decision-making, resource allocation and improvement opportunities at each site.

Findings and Masterplan Recommendations

Improvement/development at each reserve will enable greater accessibility and utilisation to meet increasing demand, address safety concerns and provide enhanced opportunities and experiences for the community and visitors to the Shire.

A framework has been developed to guide implementation priorities over the next 10+ years. Prioritisation has considered site assessments, asset conditions, stakeholder engagement and capacity to deliver.

A full list of prioritised recommendations for each reserve is provided in section 7 of the Draft Master Plan. These recommendations cover a broad range of improvement possibilities that focus on ensuring the open space reserves are safe and well maintained to encourage active recreation and social cohesion.

Some of the high priority actions within the recommendations identified an emphasis on safety, amenity and increased usability, including:

Smythesdale Gardens

- Implement arborist assessment recommendations and develop a tree replacement strategy.
- Restrict access and revegetate overland drainage area – prevent vehicle bogging.
- Upgrade internal roads and improve drainage.
- Add additional historic signage.
- Upgrade the main entrance to provide safer access for vehicles with caravans.

Brewery Dam

- Undertake drainage assessment and address flooding over the weir of the dam during storm events.
- Upgrade existing entrance signage.
- Install appropriate safety signage and barriers.

Given the nature, extent and cost associated with several of the Draft Master plan improvement recommendations, it is highly likely that the Smythesdale Progress Association, and Council will need to plan for and explore external funding opportunities to progress any of these projects, which may also need to be delivered in a staged approach.

Detailed designs and costings would need to be prepared, including escalations and contingencies, when planning is being undertaken for each specific item of infrastructure, before being brought to Council for further discussion prior to delivery.

Consistent with other Master Plan processes, it is proposed the Draft Smythesdale Gardens & Brewery Dam Reserve Master Plan be made available for a four week public exhibition and feedback period commencing on 26 July 2023.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

The overarching governance principles in s.9 of the *Local Government Act 2020* provide for giving priority to achieving the best outcomes for the municipal community and that innovation and continuous improvement is to be pursued.

The development of the Draft Master Plan seeks to clarify and prioritise opportunities for improved community infrastructure to create social, recreational and learning outcomes that align with community expectations. This is consistent with the Council Plan 2021-2025 and the principles outlined in Council's Sport and Active Recreation Strategy 2020-2030.

COMMUNITY ENGAGEMENT

The community engagement principles under s.56 of the *Local Government Act 2020* have been considered through engagement undertaken to develop the Smythesdale Gardens & Brewery Dam Reserve Draft Master Plan.

This has included extensive consultation and engagement at various stages with internal Council departments and representatives from the Smythesdale Progress Association (as the Committee of Management).

Further engagement will occur with the Draft Master Plan to be made available for public exhibition and comment for a period of four weeks commencing on 26 July 2023. The Draft Masterplan will

be made available via the 'Have Your Say' section on Council's website and promoted via online, social and print media.

Community feedback will be assessed, and updates considered prior to the Master Plan being presented back Council for adoption.

PUBLIC TRANSPARENCY

One of the overarching governance principles in s.9 of the *Local Government Act 2020* is to ensure the transparency of decision making, actions and information. By seeking Council endorsement of the Draft Master Plan (for public exhibition and comment) developed through research and community engagement, Council is adhering to the public transparency principles in s.58 of the Act.

STRATEGIES/PLANS

One of the overarching governance principles in s.9 of the *Local Government Act 2020* is that the municipal community is to be engaged in strategic planning and strategic decision making. This is further defined by the Strategic Planning principles under s.89 of the LGA 2020.

The preparation of the Smythesdale Gardens & Brewery Dam Draft Master Plan has been undertaken to engage on future opportunities for these reserves and aligns with the objectives and principles of the Golden Plains Shire Community Vision 2040, Council Plan 2021-2025 and Sport and Active Recreation Strategy 2020-2030.

FINANCIAL MANAGEMENT

Consideration has been given to the financial management principles under s.101 of the *Local Government Act 2020*. Insight Leisure Planning was engaged by Council to undertake this process utilising an operational budget allocation for Master Plan preparation.

The report and attached Draft Master Plan do not commit Council to further financial contributions or budget implications at this time and any future investment or funding applications for facility improvements would be subject to subsequent decisions.

RISK ASSESSMENT

The Smythesdale Gardens & Brewery Dam Reserve Draft Master Plan seeks to mitigate the risks of insufficient planning and engagement with community and enable future facility development to be informed by strong evidence and priorities.

COMMUNICATION

Communication about Council's preparation of the Master Plan has been provided directly to internal and external stakeholders and partners over an extended period.

Following Council endorsement, online and external communications will be provided to the broader community that Draft Master Plan is now available for public exhibition and feedback.

HUMAN RIGHTS CHARTER

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

GENDER EQUALITY

The undertaking a master planning process for Smythesdale Gardens & Brewery Dam Reserve and the presentation of the Draft Master Plan have been considered (in accordance with s.9 of Gender Equality Act 2020) and have identified no gender inequality implications.

It is noted that the implementation of recommendations and individual projects in the Draft Master Plan will require Gender Impact Assessments (GIA) to be undertaken.

OPTIONS

Option 1 – That Council endorse the Smythesdale Gardens & Brewery Dam Reserve Draft Master Plan being made available for public exhibition and comment.

This option is recommended by officers as a comprehensive process has been undertaken, including community engagement, to provide a strategic Draft Master Plan outlining facility enhancements and opportunities to increase participation at the reserve over the next ten years.

Option 2 – That Council does not endorse the Smythesdale Gardens & Brewery Dam Reserve Draft Master Plan.

This option is not recommended by officers as the Draft Master Plan has been informed by a comprehensive process, including community engagement. It should be noted that endorsing the Draft Master Plan for public exhibition does not commit Council to any individual decisions in relation to funding or implementation of specific projects.

Option 3 – That Council delay endorsing the Smythesdale Gardens & Brewery Dam Draft Master Plan.

This option is not recommended by officers as a thorough planning and community engagement process has already been undertaken and the next stage of the process is Council endorsing the Draft Master Plan for public exhibition and comment.

CONFLICT OF INTEREST

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

CONCLUSION

Following detailed research, a review of the existing facilities and analysis of engagement activities, a Draft Master Plan has been developed for Smythesdale Gardens & Brewery Dam Reserve to provide strategic direction for the development and management of the reserves for the next 10 years from 2023 to 2033. It is recommended Council endorse the Draft Master Plan to be made available for public exhibition for a period of four weeks.

This final Master Plan will be presented back to a future Council Meeting for adoption and will assist the Smythesdale Progress Association/Committee of Management (CoM) and Council to prioritise capital project upgrades, explore new opportunities to activate the reserves and increase physical activity. Council support will be requested and discussed in any future reports where specific opportunities are identified that require Council and/or external funding commitments to support infrastructure developments.

7.6 DRAFT G21 REGIONAL FOOTBALL (SOCCER) STRATEGY

File Number:

Author: Brodie Marston, Acting Manager Recreation and Community Infrastructure

Authoriser: Phil Josipovic, Director Infrastructure and Environment

Attachments: 1. Draft G21 Regional Football (Soccer) Strategy

RECOMMENDATION

That Council:

1. Endorse the attached draft G21 Regional Football (Soccer) Strategy for public consultation.
2. Provide feedback to the Draft G21 Regional Football Strategy, during the public consultation period including:
 - (a) presenting the recommendations/goals of the Strategy as aspirational, as opposed to deliverable, within the ten (10) year timeframe.
 - (b) Removing references to the 'centre wicket' at the Bannockburn Soccer Facility, as there is not one.

EXECUTIVE SUMMARY

The draft G21 Regional Football Strategy aims to guide the future planning and development of football (soccer) throughout the G21 Region for the next 10 years.

The draft Strategy is an initiative of Football Victoria and the G21 Sport & Recreation Pillar, and has been informed by a facilities audit, participation data and the collaboration and engagement of stakeholders in the G21 Region, including the five participating Councils.

The draft document highlights key findings, current trends and strategic priorities for football throughout the G21 Region, including for Golden Plains Shire.

The draft G21 Regional Football Strategy has been provided to the member Councils to enable a formal public exhibition process including allowing for broader feedback from the community. It is proposed that the draft Strategy be made available and advertised to the Golden Plains community for a period of 6 weeks.

BACKGROUND

Football Victoria in partnership with local government authorities within the G21 region (via the Sport & Recreation Pillar), commissioned insideEDGE Sport and Leisure Planning to develop the G21 Regional Football Strategy.

The draft G21 Regional Football Strategy builds on the efforts and achievements realised since the initial regional Strategy (2012) and aims to provide a roadmap for the continued enhancement of facility provision and participation, as well as an updated strategic framework that guides all project partners in collaboration.

The draft Strategy provides clubs, leagues, LGAs and other stakeholders the opportunity to align planning, investment and development priorities across the Region for the next 10 years. It highlights the initial Strategy's achievements and details how changes and trends since this time have impacted and influenced community sports and their facilities.

The draft Strategy responds to new trends in participation, facilities and demographics and reconsiders and refocuses on new emerging areas which will require strategic action.

DISCUSSION

The draft Strategy has highlighted a range of critical issues that Football Victoria and G21 LGAs face regarding growth in football and the need to prioritise and plan for infrastructure upgrades and new development.

The draft Strategy has considered a range of regional and local issues specific to Golden Plains Shire including:

1. Activate a new recreation reserve within Golden Plains Shire to support more football participation.
2. Provide and/or facilitate access to existing indoor facilities to support increased participation in futsal.
3. Support regional advocacy for the Armstrong Creek West Active Open Space Sub-Regional Football Facility.

Strategic Directions in the draft Strategy highlight the following outcomes for Golden Plains Shire:

TASK No.	RECOMMENDATIONS	TIMELINE	COUNCIL RESPONSIBILITY (Initiate, Deliver, Support)
1.6	Communicate funding opportunities and support clubs in applications that directly impact and improve outcomes in inclusion, equity, access, sustainability and diversity.	Ongoing	Support
1.7	Work with LGA partners to identify support mechanisms needed to deliver participation strategies in areas of growth and/or decline. Assist LGAs in mapping the establishment and distribution of new clubs particularly in urban growth areas.	As required	Deliver
1.8	Support the activation of additional and/or existing football facilities in the Surf Coast Shire, Colac Otway Shire and Golden Plains Shire (see Action 2.5, 2.6 & 2.7) to drive participation growth.	As required	Deliver
2.1	Advocate for continued investment into creating more sustainable football facilities including improved pitch surfaces (including alternate surface types), drainage and LED lighting as well as inclusive, all gender player and referee facilities (see page 47 of Strategy for current venue condition audits). Advocate to LGAs to enhance or create cyclical upgrade programs (where appropriate) and contribute to a works plan of pitch improvements.	Ongoing	Deliver
2.2	Partner with the City of Greater Geelong to support the ongoing planning, development and advocacy for sub-regional and regional football facilities. The Sub-Regional Football Facility within the Armstrong Creek Active Open Space precinct is seen as an immediate short term priority to support football participation in the region. A future Armstrong Creek facility will be a multi-pitch, multi-use facility capable of accommodating a range of different sports. This facility will investigate the viability of synthetic and hybrid surfaces to improve programmability and usage.	Ongoing	Support

2.3	Partner with LGAs to advocate for 2026 Commonwealth Games infrastructure that can support football and futsal usage post-Games, particularly within the City of Greater Geelong.	Ongoing	Deliver
2.4	Support LGAs to roll out the Victorian Government's Fair Access Policy through club education and support, as well as fixturing assistance.	Ongoing	Deliver
2.8	Support the activation of a new football facility in Golden Plains Shire to service increasing demand. Preference should be afforded to a site within the Bannockburn area as the main population centre.	As Required	Deliver
2.10	Trial futsal within suitable indoor facilities within Surf Coast Shire, Colac Otway Shire and Golden Plains Shire. These facilities may include Bluewater, Wurdi Baierr Stadium and Bannockburn YMCA.	Ongoing	Support
2.11	Assist clubs to deliver venue improvement plans for local football venues that have identified infrastructure gaps. The venue improvement plans should be delivered in collaboration with LGAs to outline mutual infrastructure priorities and opportunities for investment in line with FV's facility development guidelines.	Ongoing	Support
2.12	Continue to utilise the Sports Facility Auditor program to undertake annual audits to monitor facility development progress, performance and need.	Annually	Support
3.4	Support the trialling of futsal in existing indoor centres to increase the exposure and availability of flexible and social formats of the game.	As required	Support
3.6	Deliver programs that enhance and increase participation opportunities for all. This includes more uptake in programs such as GoFutsal, GoProud (LGBTIQ+), GoDeadly (First Nations), GoSoccerMums, Walking Football.	As required	Support
4.3	Leverage promotional and potential funding opportunities associated with the FIFA 2023 Women's World Cup (WWC) that target female participation. Support the development of a calendar of events, in conjunction with the timing of the WWC that are specific for females only across the region.	2020-24	Support
4.5	Undertake an annual state of play report in consultation with Geelong Regional Football Committee (GRFC), LGAs, Geelong Futsal and Leisure Networks to illustrate and monitor participation trends, investment outcomes, Strategy implementation and ongoing priorities.	Annually	Support
5.3	Deliver an annual G21 Local Government forum which brings together key football stakeholders and LGA staff. Forum topics include G21 Strategy implementation progress, annual facility audit findings (see Action 2.12), regional and local football issues and opportunities.	Immediate	Support

5.4	Work with the GRFC and Geelong Futsal to cross-promote both sports. Enhance local content on playfootball.com.au as the central point that connects the community to football and its providers. Identify the best club and organisation representatives that are equipped to field enquiries and who can buddy/mentor potential participants.	As required	Support
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As part of the process of developing the G21 Regional Football Strategy, the draft document (Attachment One) has been completed and made available to the G21 Councils and stakeholders to enable a formal public exhibition period.

Consistent with the approach at the other four G21 member Councils and to enable the input of communities across the region, it is proposed that the draft G21 Regional Football Strategy be provided for public exhibition and submission.

REPORTING AND COMPLIANCE STATEMENTS

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

Overarching governance principles in Section 9 of the Local Government Act 2020 have been considered in the preparation of this report including:

- Collaboration with other Councils, Governments and statutory bodies is to be sought;

- The ongoing financial viability of Council is to be ensured;
- Regional, state and national plans and policies are to be taken into account in strategic planning and decision making.

COMMUNITY ENGAGEMENT

A thorough community engagement process was completed as part of the development of the original G21 Regional Football Strategy completed in 2012. The process for the draft G21 Regional Football Strategy included re-engaging with selected stakeholders through a Project Control Group (PCG) and Project Reference Group (PRG) and consultation with the G21 LGAs, Sport & Recreation Victoria, Football Victoria, Deakin University, Leisure Networks and local Leagues.

A formal public exhibition period for the draft G21 Regional Football Strategy will provide opportunities for wider engagement/feedback from Golden Plains residents and community groups.

PUBLIC TRANSPARENCY

Public transparency principles have been considered in the preparation of this report and the recommendation to provide the draft G21 Regional Football Strategy for public exhibition including:

- Council decision making processes must be transparent.
- Council information must be understandable and accessible to members of the community.
- public awareness of the availability of Council information must be facilitated.

STRATEGIES/PLANS

The draft Strategy is an update that builds on the previous G21 Regional Football Strategy and has been informed by an extensive audit of existing facilities, regional participation data, strategic frameworks, facility guidelines, growth area and infrastructure plans.

The draft G21 Regional Football Strategy will ensure that the data and recommendations remain current and reflective of industry trends, governing body requirements and community needs and will provide regional alignment for the development of any local level plans and strategies.

RISK ASSESSMENT

By being an active participant in the G21 Sport & Recreation Pillar and as a stakeholder in the G21 and G21 Regional Football Strategy process, Council is minimising the risk that participation in community sport and the provision of facilities in Golden Plains is not reflective of current best practice, regional priorities or industry trends/guidelines.

A further risk is that the community may not support the findings and recommendations of the draft G21 Regional Football Strategy. The public exhibition period proposed for the draft Strategy provides Golden Plains Shire residents and community groups with an opportunity to review and provide feedback on the regional strategy.

COMMUNICATION

Should the recommendations in this report be endorsed, Council Officers will promote the draft G21 Regional Football Strategy via Council's online platforms and through written communication with key football stakeholders, clubs and user groups.

GENDER EQUALITY

The process for developing a sports specific regional plan, the draft G21 Regional Football Strategy, has been considered in accordance with s.9 of Gender Equality Act 2020. The recommendations in the Strategy seek to address gender inequality implications.

The implementation of actions and projects in the draft Strategy would be subject to Gender Impact Assessments (GIA) being undertaken.

OPTIONS

Option 1 – Council endorse the recommendation to provide the draft G21 Regional Football Strategy for public exhibition.

This option is recommended by officers as it will enable Golden Plains residents and community groups to review and provide feedback on the recommendations and directions captured in the G21 Regional Strategy. This will ensure that actions impacting Golden Plains consistent with the vision and needs of our community.

Option 2 – Council determines not to endorse the recommendation to provide the draft G21 Regional Football Strategy for public exhibition.

This option is not recommended by officers as it prevents the Golden Plains community from reviewing and providing feedback on the G21 Regional Strategy and influencing the recommendations and actions.

Option 3 – Defer a decision to provide the G21 Regional Football Strategy for public exhibition.

This option is not recommended by officers as the proposed timeframe and formal public exhibition process is a partnership with the five Local Government Authorities in the G21 Region through the Sport & Recreation Pillar. Deferring could deny Golden Plain's residents and community groups the opportunity to provide feedback and/or delay the process of completing the final G21 Regional Football Strategy.

CONFLICT OF INTEREST

The officers involved in preparing this report have no conflict of interest in regard to this matter.

CONCLUSION

The draft G21 Regional Football Strategy has been developed to guide the future planning and development of football throughout the G21 Region for the next 10 years and has been informed by a facilities audit, participation data and engagement with stakeholders.

It is proposed that the draft Strategy be provided for public exhibition and submission. This is consistent with the proposed approach at the other four G21 member Councils.

At the conclusion of the public exhibition period, insideEDGE will consider all community feedback and discuss any potential amendments with the Project Control Group (PCG) for the final G21 Regional Football Strategy. Following refinement, the final Strategy will be provided to Golden Plains Shire Council for endorsement and will also be received by the G21 Board, the four other G21 Council's and Football Victoria.

7.7 SUBDIVISIONS ROAD NAMING POLICY - ADOPTION

File Number:**Author:** Sarah Smith, Town Planner**Authoriser:** Steven Sagona, Director Community, Planning & Growth**Attachments:**

1. Subdivisions Road Naming Policy Draft
2. Subdivisions Road Naming Procedure Draft

RECOMMENDATION

That Council adopt the attached Subdivision Road Naming Policy and Procedure.

EXECUTIVE SUMMARY

The draft Subdivision Road Naming Policy aims to provide a consistent and meaningful approach to naming of roads in newly approved subdivisions in Golden Plains Shire, in accordance with the naming rules for places in Victoria.

Following adoption of the policy and procedure, consultation will commence with local first peoples, historical societies and other community groups regarding the development of a register of names suitable for new roads in identified growth areas. Once the register of road names is developed, permit applicants / developers will be advised to review the register prior to lodging a new road name request form.

BACKGROUND

The current procedure for the naming of roads in new subdivision relies solely on the 'Naming rules for places in Victoria - Statutory requirements (2022)'. In the absence of a Council policy and register of suitable names, officers are often required to guide developers who fail to propose names with a suitable connection to the immediate community. The approval of this policy will ensure that appropriate research and community engagement is undertaken to create a public register before names and themes are recommended.

DISCUSSION

Golden Plains Shire is the naming authority for new roads created under the Subdivision Act 1988. Council has identified the opportunity to collaborate with traditional owners and the community to generate recommendations and themes for proposed road names.

The following matters are included in or addressed by the policy and procedure:

- Identified relevant legislation, responsibilities, statutory obligations and standards relating to road naming in Victoria.
- Identifies a range of organisations and groups to engage in the development of a register of road names.
- Identifies potential themes for council to explore in the creation of a register of road names.
- Requirements to consult with developers about the policy, procedure and register of road names.
- Criteria and process for considering road naming suggestions.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

This report and associated policy and procedure adhere to the relevant governance principles of the Local Government Act 2020, particularly as they relate to decisions and action being taken in accordance with relevant law and continuous improvement.

POLICY/RELEVANT LAW

This report adheres to the requirements of the 'Naming rules for places in Victoria – Statutory requirements for naming roads, features and localities 2022'.

COMMUNITY ENGAGEMENT

The associated policy and procedure outlines the requirements for community engagement through meetings with relevant parties to produce the register of road names.

PUBLIC TRANSPARENCY

The development of the proposed policy and procedure ensures transparent processes around the naming of relevant roads in future. Consideration of the policy and procedure will occur at a council meeting that is open to the public.

COMMUNICATION

Adoption of the policy and procedure will be communicated to the public via Council's website and other usual communications channels.

HUMAN RIGHTS CHARTER

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

OPTIONSOption 1 – Adopt the Subdivisions Road Naming Policy

This option is recommended by officers. The policy aligns with the current naming rules for places in Victoria statutory requirements (2022) and is strengthened by allowing for consideration of local history and context.

Option 2 – Do not adopt the Subdivisions Road Naming Policy

This option is not recommended by officers as it does not provide a collaborative and informed approach around naming roads within new subdivisions.

CONFLICT OF INTEREST

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

CONCLUSION

Endorsement of the Subdivisions Road Naming Policy would ensure that roads created as part of new subdivisions are named to reflect relevant local and historic context.

7.8 COMMUNITY SATISFACTION SURVEY JANUARY 2023 - REPORT FINDINGS

File Number:

Author: MJ Goulopoulos, Customer Experience Coordinator

Authoriser: Lynnere Gray, Director Corporate Services

Attachments: 1. Community Satisfaction Survey 2023 Report
2. Community Satisfaction Survey 2023 Tailored Questions Report

RECOMMENDATION

That Council:

1. Receive and note the attached 2023 Community Satisfaction Survey reports.
2. Acknowledge the move from annual to quarterly interviewing from the 2023-2024 financial year.
3. Note that all future the reports will be made public following the Councillors being briefed.

EXECUTIVE SUMMARY

Each year, Local Government Victoria (LGV) coordinates a State-wide Local Government Community Satisfaction Survey (CSS) throughout Victorian local government areas. JWS Research conducted the survey on behalf of the participating Councils, including Golden Plains Shire Council (GPSC) in 2023.

The Survey was conducted in early 2023 via telephone interviews with 400 Golden Plains Shire residents with the results and survey reports provided to Council in late June. The survey provides insights into the community's views on both importance and performance in relation to Council services and infrastructure.

Perceptions of GPSC's overall performance have declined in the past 12 months. This decline in overall performance in 2023 is consistent with, but greater than, the pattern across the Large Rural Council groups average. Declines in performance ratings are also evident in almost all individual service areas evaluated, with the exceptions of waste management which has improved, and customer service and sealed local roads which have reduced by less than 3%.

Council performs lower than the State-wide average for all services areas. Against the Large Rural group, Council rates significantly lower than average on almost all evaluated service areas, the exceptions being overall council direction and customer service, where it performs in line with the group average.

The full reports (Attachment One and Two) detail key findings and recommendations on areas for improvement for Council.

BACKGROUND

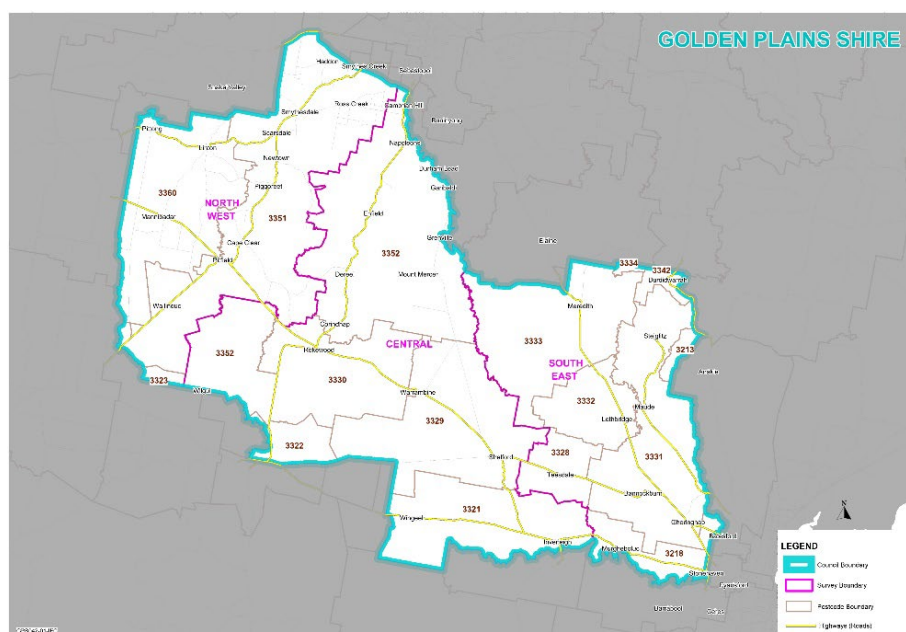
The Victorian Community Satisfaction Survey (CSS) creates a vital interface between Council and the community. Held annually for the last 24 years, the CSS asks the opinions of local people about the place they live, work, and play and provides confidence for councils in their efforts and abilities.

When coupled with previous data, the survey provides a reliable historical source of the community's views over the years.

The main objectives of the survey are to assess the performance of GPSC across a range of measures and to seek insight into the ways to provide improved or more efficient service and infrastructure delivery. The CSS also enables Council to fulfil statutory reporting requirements by collecting indicator data that is reported to the Local Government Performance Reporting Framework and Annual Report.

A total of 400 completed interviews were achieved in GPSC, conducted between 27 January through 19 March 2023. Respondents were a (random) representative sample of Golden Plains Shire residents aged 18+ including minimum quotas of gender within various age groups.

To enable a further local geographical split and a deeper understanding of the view of residents across the Shire, Council also captures community responses by 3 different areas. These three areas, as presented below, are the North-West, Central and South-East.



In 2023 Council asked the same tailored questions that were added to the 2022 survey to enhance the data collected and continue to explore areas for improvement. These questions are detailed in the Golden Plains Shire Council Tailored Questions Report (Attachment Two).

DISCUSSION

The Community Satisfaction Survey Report (Attachment One) is divided into two areas:

- Key Performance Areas – Overall performance, Value for money, Overall Council direction, Customer service
- Individual Service Areas – Waste management, Lobbying, Community decisions, Consultation & engagement, sealed local roads and unsealed local roads which provides resident data on both importance and performance of these services.











The results of the two areas above are then benchmarked against the 2022 GPSC results, as well as the Large Rural Councils and Victorian State-wide Averages.

Survey Results

This table provides a high-level summary on the Key Performance Areas and Individual Service Areas of the CSS.

The overall performance score of 43 for GPSC represents an 8-point decline from the previous year. A decline was also experienced in both the State-wide average (4-point decline) and Large Rural average (3-point decline).

- Council's top performing area was Waste Management, with results in waste management improving by 1-point and making incremental improvements for two consecutive years.
- Customer service remained consistent with only a 2-point decline, making the result stable for several years.

Services		Golden Plains 2023	Golden Plains 2022	Large Rural 2023	State-wide 2023
	Overall performance	43	51	52	56
	Value for money	37	42	45	49
	Overall council direction	41	45	44	46
	Customer service	62	64	65	67
	Waste management	61	60	65	66
	Lobbying	46	51	49	51
	Consultation & engagement	43	49	49	52
	Community decisions	43	50	48	51
	Sealed local roads	34	37	40	48
	Unsealed roads	27	33	35	37

- Sealed and unsealed local roads both trended downwards. With unsealed roads declining by 6-points. In terms of perception, 2 out of 5 residents cited sealed road maintenance as the area most in need of Council's attention.
- The areas of Consultation & Engagement and Community Decisions saw declines in performance in comparison to 2022 with all demographics stating that these two areas were of high importance to them, but performance was declining.

It is integral to note, that the survey was conducted closely following the flood events of October and November 2022 wherein Council was assessing and managing over 900 customer requests and over 3000 defects on Council's roads. This decline in performance was also seen in the state-wide average (5-point decline) and the large rural average (5-point decline) highlighting that across the state these performance issues were perceived by the community. Whilst this performance indicator declined, Council's customer service results stayed steady – this is an important figure, as it highlights the work Council Officers did to ensure customers were kept informed and responded to during and post the flood events.

2022 to 2023 trend analysis – comparison to other Councils

The key finding when reviewing the results from 2022 to 2023 is that both the State-wide and Large Rural averages also saw a decline in majority of the performance indicators. Highlighting a dip in Council performance in all surveys conducted as part of the CSS. Some other findings are:

- GPSC has seen incremental improvement with waste management – deviating from trend. This highlights the work Council has done to improve waste management performance internally and with Council's contractor.
- Although performance in sealed local roads did see a decline in performance, GPSC did not experience as significant decline as the state-wide and large rural averages.
- Lobbying, Community Decisions and Consultation & Engagement showed significant decline in comparison to other Council's. It will be interesting to watch this trend as we move to quarterly surveys as a lot of work to engage with the GPSC community has been achieved in the last six months.

Performance Indicator	Decline in index score from 2022 to 2023 (number equals points declined)					
	GPSC		Large Rural Average		State-wide Average	
Overall performance	-8	↓	-3	↓	-4	↓
Value for money	-5	↓	-3	↓	-4	↓
Overall Council direction	-4	↓	-3	↓	-4	↓
Customer service	-2	↓	-2	↓	-1	↓
Waste management	1	↑	0	=	-2	↓
Lobbying	-5	↓	-2	↓	-2	↓
Community Decisions	-7	↓	-3	↓	-3	↓
Consultation & engagement	-6	↓	-2	↓	-2	↓
Sealed local roads	-3	↓	-5	↓	-5	↓
Unsealed roads	-6	↓	-4	↓	-4	↓

Customer Service

67% of residents have had contact with Council in the last 12 months, unchanged from 2022. Customer service is rated in line with the Large Rural group average (index score of 65).

55% of residents who had contact with Council in the past 12 months provide a positive customer service rating of 'very good' or 'good'. This compares to 19% who provide a rating of 'poor' or 'very poor'.

Customer service ratings are equally positive among all demographic and geographic cohorts, with none providing ratings that differ significantly from the Council average.

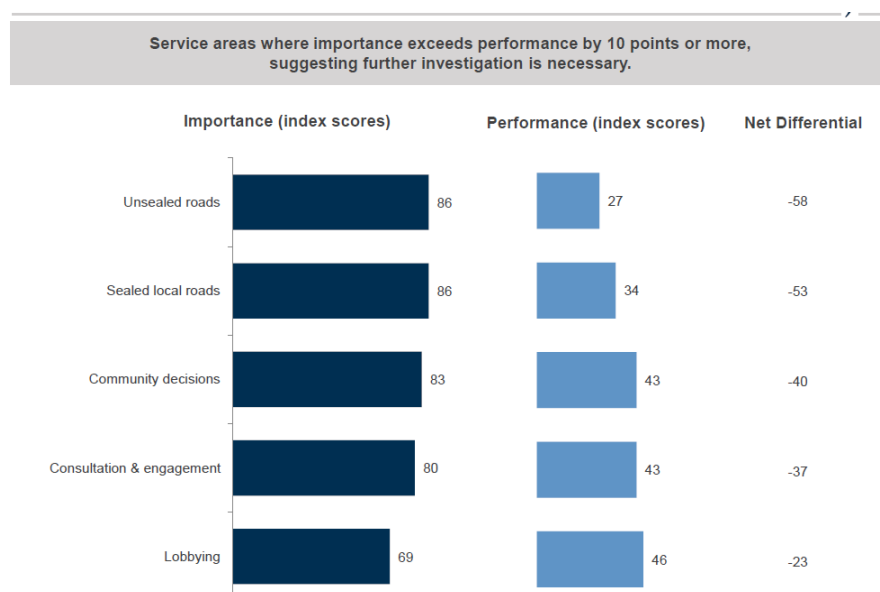
Council Direction

Perceptions of the direction of Council's overall performance have declined in the past 12 months down 4-points from 2022. The decline sees Council's overall direction rating return to a series low, last seen in 2016. Both the large rural and state-wide Council's also saw a decline in these results.

- Younger residents aged 18 to 34 years are most satisfied with Council's overall direction (index score of 49), significantly more so compared to the Council average.
- Central residents remain the group that is least satisfied with Council's overall direction (36).
- Perceptions declined significantly among North-West residents (40, down 11 index points from 2022).
- 10% of residents believe Council direction has improved, 28% of residents believe it has deteriorated and 58% believe Council's direction is unchanged from 2022.

Importance vs. Performance

The below graph shows the top areas that residents believe most important and then measure them against their rating on performance. The two main areas for improvement being local roads and community consultation.

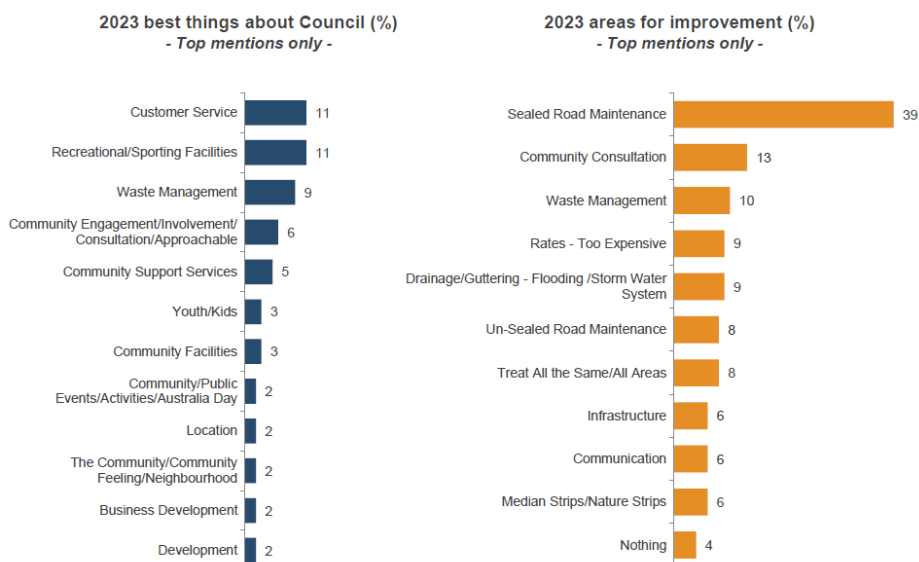


Best Things about Council and Areas for Improvement

Residents are asked for verbatim feedback in the survey through the following two questions:

- What is the one best thing about Golden Plains Shire Council?
- What does Council need to do to most improve performance

The responses are collated, and the following graph depicts the 10 ten services in both categories.



Tailored Questions

The responses and results to the Tailored Questions specifically requested by Golden Plains Shire are available in Attachment Two. Key highlights from this section of the CSS report and the upward/downward trends when compared to 2022 survey results are as follows:

- **Best way to Communicate and Engage (%):**

- Email newsletters has surpassed the Gazette in terms of most sought out communication channel. And social media and community newsletters has also increased from 2022.

	2022	2023	Trend
Email Newsletters	23	27	↑
The Gazette	30	23	↓
Social Media	19	21	↑
Community Newsletters	7	12	↑

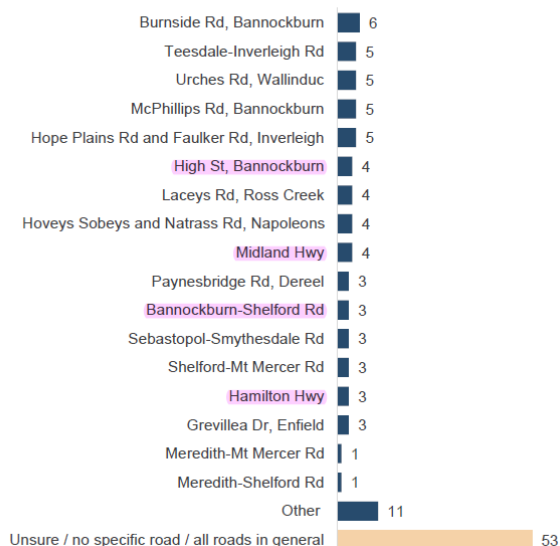
- **Major complaints influencing the rating of Local Sealed Roads (%):**

- Large increase in complaints for potholes on sealed local roads in 2023, in strange comparison there was a decrease in complaints about road safety (from 18% - 10% this year)

	2022	2023	Trend
Potholes	77	87	↑
Poor surface condition	34	31	↓
Road shoulder issues	18	18	=
Drainage	15	16	↑

- When asked for specific roads, residents provided an even spread across the shire, including reference to some Vic Roads, roads.

2023 sealed local roads of concern (%)



- **Major complaints influencing the rating of Local Unsealed Roads (%):**

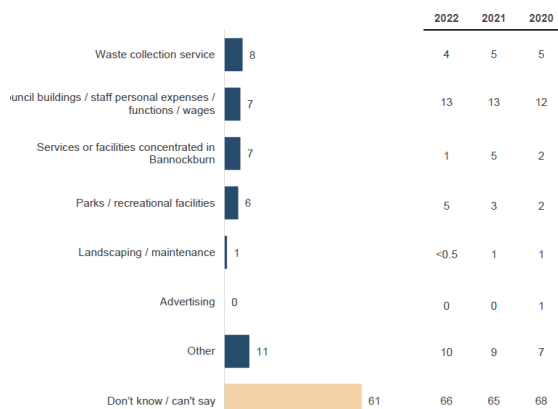
- Except for potholes, complaints regarding unsealed roads decreased overall in the top categories.

	2022	2023	Trend
Potholes	52	63	↑
Road Corrugation	38	27	↓
Loose Surface	25	23	↓
Drainage	18	17	↓

- **2023 services or facilities needing greater investment (%)**

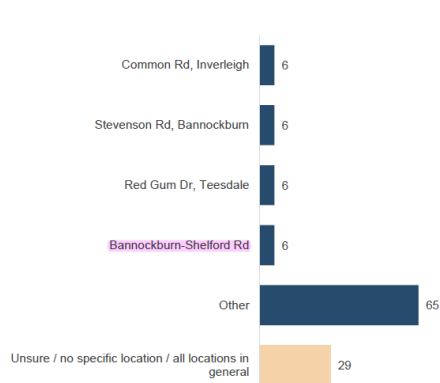
- Roads continued to score significantly higher in this category which continues the trend since 2020. 76% of customers stated this as the top service they believe needs greater Council investment. This is a 14% increase from 2022.
- **Services or facilities that people are prepared to see reduced (%):**
 - When asked where investment could be reduced, 61% of residents answered, “don’t know”/ “can’t say”. With small percentages in other categories.

2023 services or facilities where investment could be reduced (%)



- **The best achievement or projects identified that Council had delivered in recent years were:**
 - Bannockburn Heart – 13%
 - Playgrounds, parks, reserves – 9%
 - Roads upgrades/ maintenance – 8%
- **2023 roadside drains of concern were:**
 - 65% of customers answered “other” when asked verbatim which roads were a concern, highlighting a split across the shire. Other roads included:

2023 roadside drains of concern (%)



Areas for Council to focus on / improve

After a challenging period after the floods, the survey results show that Council rates lowest on its performance in road-related service areas. Sealed and unsealed local roads exhibit the largest differential between perceived importance and Council performance –and the gap is growing each year – both in excess of 50 points this year. Ratings on both service areas continue to trend downwards. Maintenance of unsealed roads suffered a significant decline this year, while almost two in five (39%) cite sealed road maintenance as the area most in need of Council's attention to improve performance.

Council should seek to maintain its performance on waste management and customer service. In the area of waste management, Council's performance ratings are trending upwards. In customer service, Council's performance this year is steady, unlike significant declines seen in the Large Rural group and State-wide.

Moving to quarterly surveys and seeking feedback from residents 4 times throughout the year will also help to provide a clearer lens into customers perceptions at different points in the year and provide clearer impact

of the effects of one-off events such as the October/ November 2022 floods. GPSC along with 25 other Council's have made the move to quarterly interviewing to commence April – June 2023.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

Consideration of the governance principles in Section 9 of the *Local Government Act 2020*, has been applied to Council's participation and reporting of the CSS, including:

- Council decisions are to be made and actions taken in accordance with the relevant law.
- The municipal community is to be engaged in strategic planning and strategic decision making.
- Innovation and continuous improvement are to be pursued.
- Ensuring transparency of Council decisions, actions, and information.

POLICY/RELEVANT LAW

Section 98 (Annual report) of the Local Government Act 2020 includes that the prescribed indicators of service performance for the services provided by Council and the prescribed measures relating to those indicators are required to be reported.

The CSS is the mechanism/source for collecting and reporting a number of these service indicators annually for Council's across Victoria including Golden Plains Shire Council.

COMMUNITY ENGAGEMENT

The Community Satisfaction Survey is an engagement exercise to collect, analyse and report information directly from the public on the community's perceptions of importance and performance on a number of the services provided by Council.

The CSS is consistent with the community engagement principles in the *Local Government Act 2020* including that a community engagement process must have a clearly defined objective and scope and that participants in community engagement must be representative of the persons and groups affected by the matter that is the subject of the community engagement.

PUBLIC TRANSPARENCY

The independent process for the collection, analysis and reporting of the CSS data provides for a consistent approach and public transparency to inform decision making through actions and information that is accessible and guided by members of the community.

STRATEGIES/PLANS

Council has given effect to the Strategic Planning principles under Section 89 of the *Local Government Act 2020*, including that the Community Satisfaction Survey processes and data contribute to:

- an integrated approach to planning, monitoring and performance reporting is to be adopted.
- strategic planning must provide for ongoing monitoring of progress and regular reviews to identify and address changing circumstances.

SERVICE PERFORMANCE

The Strategic Performance principles under Section 106 of the *Local Government Act 2020*, are informed through the data/results from the Community Satisfaction Survey, including that:

- services should be provided in an equitable manner and be responsive to the diverse needs of the municipal community.
- services should be accessible to the members of the municipal community for whom the services are intended.
- quality and costs standards for services set by the Council should provide good value to the municipal community.
- Council should seek to continuously improve service delivery to the municipal community in response to performance monitoring.

RISK ASSESSMENT

- The annual surveying, data collection and reporting of the CSS mitigates the risk of Council not complying with the reporting requirements under the *Local Government Act 2020*.
- The provision of this report, presentation, and further communication of Council's CSS results (including via the Annual Report and Know Your Council website) demonstrates how community involvement can inform Council decision making and minimises the risk of not providing public transparency on reporting on feedback from community engagement.

COMMUNICATION

Communication on conducting of the Community Satisfaction Survey was provided internally and externally in early 2023 to inform Council staff and the community of the process being undertaken by JWS Research.

Further communication regarding the CSS results will be provided following the receiving of this report by Council including information that will be provided to the Know Your Council website and Council's Annual Report.

Communication with Council and community will also occur each quarter with the move to quarterly interviewing and reporting.

HUMAN RIGHTS CHARTER

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

GENDER EQUALITY

While a Gender Impact Assessment in relation to this report is not specifically required, it is worth noting that gender equality in the CSS process is ensured through the application of quotas of gender within age groups during the fieldwork phase. Post-survey weighting is also applied to ensure accurate representation of the age and gender profile of the Golden Plains Shire Council area and scores within the each of the areas measured in the survey are reported by age group and gender.

OPTIONS

Option 1 – That Council note the 2023 Community Satisfaction Survey reports for Golden Plains Shire Council.

This option is recommended by officers as the annual Community Satisfaction Survey has been completed across Victoria for 2023 with results and information now available for reporting to Council and providing back to the community.

Option 2 - That Council does not note the 2023 Community Satisfaction Survey reports for Golden Plains Shire Council.

This option is not recommended by officers as the CSS provides the opportunity to review, consider and benchmark community feedback on Council's services and infrastructure and there is a legislative requirement for Council to report against several measures collected through the CSS.

CONFLICT OF INTEREST

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

CONCLUSION

The 2023 Local Government Community Satisfaction Survey has been completed with 400 Golden Plains Shire residents being surveyed and providing feedback. The two survey reports have been provided by JWS Research for Council to review and receive. John Scales from JWS Research presented the survey results at the Senior Management Team Meeting on 10 July 2023 and the Councillor Briefing on 18 July 2023.

Attachment One provides Council's 2023 CSS results across a number of measures that enable benchmarking and comparison with previous Golden Plains Shire Council results, the Large Rural Councils averages, and the Victorian State-wide averages. Attachment Two reports on tailored CSS questions specific to Golden Plains Shire for further information and depth on local issues.

7.9 REHABILITATION OF FEDERATION BRIDGE, INVERLEIGH

File Number:**Author:** Vicki Shelton, Manager Asset Services**Authoriser:** Phil Josipovic, Director Infrastructure and Environment**Attachments:**

1. Level 3 Structural Assessment Report
2. Option 1 - timber replacement estimate
3. Option 2 - FRP deck replacement estimate
4. Option 3 - retain towers estimate

RECOMMENDATION

That Council:

1. Approves replacement of the existing Federation Pedestrian Bridge with a new suspension bridge, pending the outcomes of detailed design to provide a 75-year life.
2. Supports an application to Corangamite Catchment Management Authority for reimbursement of eligible costs and that any shortfall in funding to be allocated from Councils Bridge Renewal and Bridge Maintenance programs.

EXECUTIVE SUMMARY

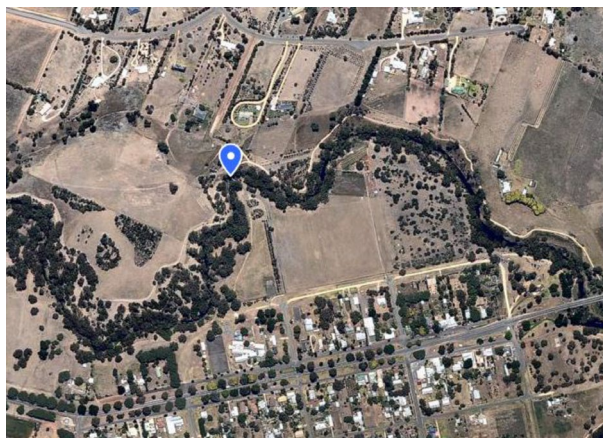
The October 2022 floods damaged many Council assets including the Federation Pedestrian Bridge Inverleigh where the cost of damage repair exceeds the bridge's current value. The identified repairs do not necessarily bring the pedestrian bridge up to current safety standards, thus requiring additional works to achieve these requirements.

The estimated repair costs range from \$140,000 to \$204,000, while the full replacement is estimated at \$286,600. These estimates include design, site establishment and contingencies. Given the relative values of the repair options versus the replacement costs, it is a better Value for Money proposition for Council to replace the existing bridge than to repair.

The existing structure is approximately 25 years old, repairs may extend the life of the bridge for another 25 years, while replacement provides a 75-year estimated design life. Preferred option to replace bridge will be delivered via a design and construct tender with works anticipated to be completed in third quarter of 2023-2024.

BACKGROUND

The Federation Bridge is a pedestrian suspension bridge, located in Inverleigh that provides a direct connection between two residential areas of Inverleigh either side of the Leigh River.



Federation Bridge Location

The bridge has been closed to pedestrians since January 2023 following an initial flood damage assessment by Council. The October 2022 floods damaged the bridge and necessitated a Level 2 and 3 bridge condition assessment to understand the extent of the damage and to recommend actions/repairs to bring the bridge back to service.

Aussie Bridges were engaged by Council to document the bridge's condition, which is listed in Table 1. Cost estimates for these works are discussed later in this report and have been attached as appendices.

Aussie Bridges recommendations are:

- This structure should be replaced as a more cost effective and suitable option rather than repairs and/ or upgrades; and
- The bridge should remain closed to the public until repairs and/ or replacement has been completed.

Table 1

Component / Bridge Element	Condition / Defect(s)	Action(s)
Substructure		
Abutments and embankments	<ul style="list-style-type: none"> • Scour at base of South walkway • Scour along banks/ waterway 	<ul style="list-style-type: none"> • Repair/ remediate • Monitor/ refer to catchment authority
Piles	Flood debris build up	Remove/ clear
Superstructure		
Deck	<ul style="list-style-type: none"> • Deteriorating/ decaying timber planks (moss) • Non-compliant non-slip wire • Uneven deck/ rotating towards upstream 	<ul style="list-style-type: none"> • Remove moss and treat planks, replace where required • Remove and replace with FRP mini mesh decking • Remove and rebuild suspension elements to achieve level/adjust system
Kerb	Deteriorating	Treat and monitor
Towers	Satisfactory	
Suspension cable	<ul style="list-style-type: none"> • Cable creep/ elongation • Durability/ rusting concerns • Absence of adjustment mechanism to catenary cable • Cable embedded into concrete footing 	<ul style="list-style-type: none"> • Remove and replace cable • Investigate footings and design changes to allow for adjustable cable
Suspenders	<ul style="list-style-type: none"> • Bent and/ or missing bars • Corroded and painted over, impeding adjustment 	<ul style="list-style-type: none"> • Straighten and/ or replace bars • Investigate and replace bars as required • Adjust as necessary
Fixings	Missing and/ or loosened screws	Tighten and/ or replace screws over entire structure as required
Crossbeams/ floor beams	<ul style="list-style-type: none"> • Some water damage • Some deterioration 	Asses, treat and/ or replace as required
Barrier / Guardrail	<ul style="list-style-type: none"> • Non-compliant horizontal wire allowing footholds and absence of vertical break • Broken and/ or damaged horizontal wire 	Remove, supply and install ARC roll top mesh or equivalent
Approaches and Signage		
Signage	Satisfactory	

Component / Bridge Element	Condition / Defect(s)	Action(s)
Approach(es)	Scouring at South end	Repair
Aspect Maintenance		
Clean and Paint	Deteriorating timber railing and fencing	Clean, treat and paint handrail and approach fencing
Debris	Flood debris build up under and around structure	Remove/ clean
Vegetation	<ul style="list-style-type: none"> Tree growing under structure at South end Bushes impeding access as North end 	<ul style="list-style-type: none"> Remove Trim/ clear



Federation Bridge Side View

DISCUSSION

Identified Repairs

The available asset condition data values the bridge at approximately \$169,800, this valuation used a bridge deck area formula as the best available methodology and its current depreciated value is \$83,200, namely the asset has depreciated by \$86,600.

The estimated cost of the above-listed repairs is \$140,000 exceeding the depreciated value by \$53,400 to the bridge up to pre-flood condition, repairs are estimated at 82% of the asset value.

The inspection reports identified additional options that would bring the bridge up to current standards and recommends that replacing the bridge is a better option in the long term.

The repair option will require the dismantling of the bottom suspension cables to replace the crossbeams that support the deck as the cables are threaded through the cross beams. At this point, it may be prudent to replace all crossbeams, effectively this work triggers the bridge's replacement to current standard.

The Level 2 and 3 bridge inspection report has made several alternative repair options that when combined, also effectively replaces the bridge, namely:

1. Replace the timber deck with fiberglass reinforced plastic (FRP) decking to address the trip-hazards on timber/chicken wire surface and rotting timber.

This work effectively brings the value of the repair works to 98% of the bridge's asset value.

2. Replace the suspension cables due to:
 - a. Corrosion at the anchors;
 - b. Anchor movement that has dropped the suspension cable on the upstream side, that now tilts the deck by up to 60 mm;
 - c. No adjustment mechanism available to re-tension the suspension elements to remove the mid-bridge sag and twisting.

This repair work, while not costed in this report for there are many uncertainties in estimating, would exceed the total value of the structure when aggregated with the other repair works. Based on the assessment's findings, only the towers would not be replaced at this time. Given that all other bridge elements would be replaced, it is not good asset management practice to retain the towers as it shortens the bridge's overall life span when other elements are replaced as new. Four works packages/options were developed to understand the financial impacts of the bridge repairs or replacement:

1. Repair timber deck to restore bridge to pre-flood condition
2. Replace timber deck with FRP to restore bridge to pre-flood condition and current standards
3. Replace bridge but retain towers
4. Fully replace bridge

Estimated Costs of Repair Works

A detailed cost estimate for the above options have been included in the appendices of this report, which in summary are listed in Table 2, sorted by the immediate works through to full replacement.

Table 2

	Repair Options	Site Establishment / Design	Estimated Repair Costs	Provisional Items	Contingency	Total Estimated Cost	Works as percentage of replacement value
1	Repair timber deck	41,600	70,276	14,048	14,055	139,979	82%
2	Replace timber deck with FRP	43,200	101,816	14,048	20,363	179,427	106%
3	Replace bridge, retain towers	48,400	117,596	14,048	23,519	203,563	120%
4	Replace bridge	48,400	186,764	14,048	37,353	286,564	169%

Value for Money

The listed repairs restores the bridge's condition; however, the repairs would only extend the life for another 25 years. Value for Money (VFM) was developed to compare whether a most costly approach such as replacing the bridge is potentially the better option vs repair works alone. VFM is calculated by dividing the total project cost by the estimated design life as a result of the works with the lowest number being the best VFM action.

Table 3 lists the VFM for each option, replacing the bridge in its entirety has the best VFM while replacing the bridge deck with FRP on top of other repairs has the worst VFM.

Table 3

	Repair Options	Estimated Design Life	Asset renewal Value for Money (Total Cost/Revised Design Life)*	Remaining components that have shortened design life
1	Repair timber deck	25	5,600	Towers, cables and stays
2	Replace timber deck with FRP	25	7,180	Towers, cables and stays
3	Replace bridge, retain towers	50	4,100	Towers
4	Replace bridge	75	3,820	Nil

The VFM assessment above indicates that replacing the bridge provides a better outcome in terms of value for money in the long term.

Funding Options

The Natural Disaster Relief Scheme (NDRS) will not fund the restoration works for non essential flood damaged structures. Pedestrian infrastructure is not considered essential assets. The Corangamite Catchment Management Authority have offered funding to repair the riverside embankments with no confirmation of amount at this time.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

This report supports the overarching principle of priority to be given to achieving the best outcomes for the municipal community, including future generations.

COMMUNITY ENGAGEMENT

Consultation with the Inverleigh community on the proposed outcome and design options will form part of the engagement plan for the project.

STRATEGIES/PLANS

The Bridge Asset Management plan provides information on asset life and renewal and replacement options.

FINANCIAL MANAGEMENT

The bridge repair work or its replacement are currently unfunded, however an application will be made to the Corangamite Catchment Management Authority for reimbursement of eligible costs. Any shortfall in funding to be allocated from Bridge Renewal and Bridge Maintenance accounts.

RISK ASSESSMENT

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

The inspection report estimates the repair works listed in options 1 & 2 would extend the existing structure by approximately 25 years. The report did not state the extensions option 3 may increase by 50 years and the replacement (option 4) would extend to 75 years.

The inspection report identified non-compliance items/safety issues of the current structure that irrespective of the flood damage, would need to be addressed as a matter of priority as outlined in Table 1 and the Level 3 Report (Attached).

The works cannot be deferred if the bridge is to re-open to the public.

COMMUNICATION

Local stakeholders and the community have been provided with updates on the bridge's status and ensuing repairs via Council's website and through onsite signage.

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 – Proceed with repairing the Federation Bridge under option 1

This option is not recommended by officers as repairs will only extend the life of the bridge for up to 25 years and will not address current design shortfalls, namely sagging.

Option 2 – Proceed with repairing the Federation Bridge under option 2

This option is not recommended by officers as the inspection report makes references to the additional safety improvements that almost reach the full value of the asset itself and only extends the life by 25 years.

Option 3 – Proceed with repairing the Federation Bridge under option 3

This option is not recommended by officers as the inspection report makes references to the additional safety improvements and replacing suspension cables and not the towers would effectively constitute replacement with a shorter life span than full bridge replacement and that it may result in costly delays.

Option 4 – Proceed with replacing the Federation Bridge

This option is recommended by officers to ensure that the bridge meets current design and safety requirements and represents the best Value for Money result for Council over its life span

Option 5 – do not repair or replace bridge – full demolition

This option is not recommended by officers as the bridge provides connections to the Inverleigh communities on either side of the Leigh River and is a shorter distance for many users to access the township.

CONFLICT OF INTEREST

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

CONCLUSION

This report has discussed how the Federation Bridge has deteriorated to a point where intervention is now required, and that recent flood damage has now resulted in closing the bridge to the general public.

While it is possible to repair the bridge sufficiently to allow public access for the next 25 years, the analysis in this report has shown that partial funding from CCMA supported by council funding would cover the \$286,564 required to fund its full replacement.

It is anticipated that this work would be funded for delivery in 2023-24 financial year, subject to Council funding and priorities. Preferred option to replace bridge could be delivered via a design and construct tender with works anticipated to be completed in third quarter of 2023-2024. Alternate options to undertake maintenance and repairs similar timeline given need to seek specialist contractors to undertake the works.

7.10 TENDER FOR KOPKES ROAD, HADDON, ROAD IMPROVEMENTS

File Number:

Author: Vicki Shelton, Manager Asset Services

Authoriser: Phil Josipovic, Director Infrastructure and Environment

Attachments: Nil

RECOMMENDATION

That Council:

1. Resolves to award Contract GPSC-RFT-08-2023 Kopkes Road, Haddon Road Improvements to Begbies Contracting for the sum of \$931,550.84 *excl. GST, excl. provisional*.
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 sought tenders from suitably qualified and experienced contractors for the upgrade of Kopkes Road, Haddon. Kopkes Road is a boundary road between Golden Plains Shire and the City of Ballarat servicing a growing area. The purpose of the project is to reconstruct approximately 1.96km of sealed road to support a safer and more efficient transportation network. The extent of works to be constructed involves widening of the road around existing curves and drainage improvements with upgrades to driveway culverts.

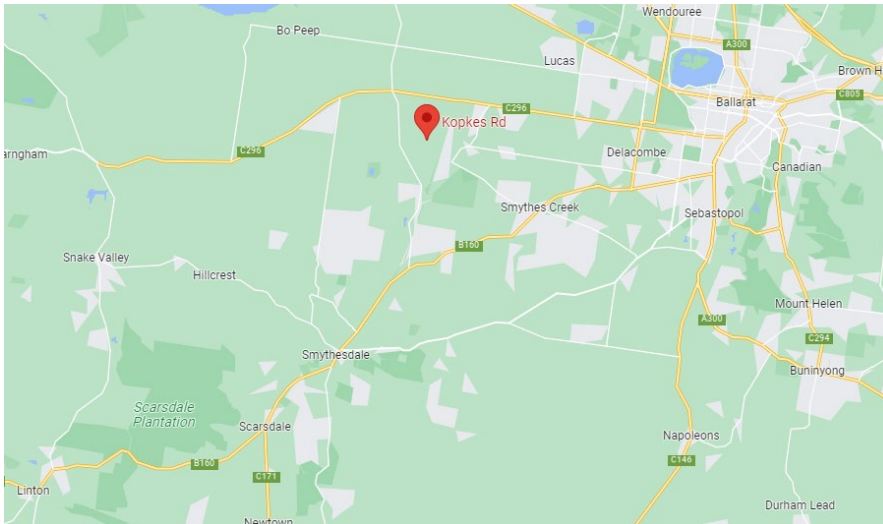
DISCUSSION

The tender was originally advertised on 12 May 2023, closing 7 June 2023, with ten (10) submissions received on closing. The submissions were reviewed, and compliance checked with one submission identified as non-compliant. The panel members independently reviewed and scored each tender prior to the consensus meeting. A consensus evaluation meeting was held on 22 June 2023. Begbies Contracting were chosen as the preferred supplier by consensus agreement. The submissions and scores were measured by *capacity, capability, price and local content*. A confidential Tender Evaluation Report has been provided to Councillors.

Kopkes Road, Haddon – existing conditions



Kopkes Road, Haddon – Location of Works



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	No

(Consideration of the Governance Principles under s.9 of LGA 2020)	
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

GOVERNANCE PRINCIPLES

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

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

POLICY/RELEVANT LAW

Tender GPSC-RFT-08-2023 Kopkes Road Haddon - Road Improvements complies with GPSC Procurement Policy and the Local Government Act 2020.

COMMUNITY ENGAGEMENT

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

PUBLIC TRANSPARENCY

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

FINANCIAL MANAGEMENT

The tender is funded from the Roads to Recovery Program. The preferred tender is within the allocated project budget of \$1,000,000. If any minor savings are realised (assuming no variations) to be redirected to other road projects eligible under this program.

RISK ASSESSMENT

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

COMMUNICATION

Council decisions on tender/s awarded are advised through Council Minutes and electronic tender system and supplier notifications via procurement email.

HUMAN RIGHTS CHARTER

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

OPTIONS**Option 1 – Approve Tender Award – Kopkes Road, Haddon - Road Improvements**

This option is recommended by officers through Tender evaluation and selection process which recommends Kopkes Road, Haddon - Road Improvements to be awarded to Begbies Contracting.

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.

CONFLICT OF INTEREST

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

CONCLUSION

The Evaluation Panel has conducted a comprehensive and detailed assessment of the submissions which were received in response to Council's request for tender GPSC-RFT-08-2023 Kopkes Road, Haddon - Road Improvements project 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, Begbies Contracting met the Council's tender requirements and is considered best placed to provide these services for Council.

7.11 TENDER FOR CAPE CLEAR - ROKEWOOD ROAD, ROKEWOOD JUNCTION, ROAD IMPROVEMENTS

File Number:

Author: Vicki Shelton, Manager Asset Services

Authoriser: Phil Josipovic, Director Infrastructure and Environment

Attachments: Nil

RECOMMENDATION

That Council:

1. Resolves to award Contract GPSC-RFT-04-2023 Cape Clear-Rokewood Road, Rokewood Junction Road Improvements to Fulton Hogan Industries Pty Ltd for the sum of \$450,149.84 *excl. GST, excl. provisional*.
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 sought tenders from suitably qualified and experienced contractors for the upgrade of two sections of Cape Clear-Rokewood Road, Rokewood Junction. The purpose of the project is to construct approximately 1.140km of sealed pavement to support a safer and more efficient transportation network. The extent of works to be constructed is in two sections and involves widening of the road around existing curves and drainage improvements with upgrades to driveway culverts.

DISCUSSION

The tender was originally advertised on 5 May 2023, closing 31 May 2023, with 9 submissions received on closing. The submissions were reviewed, and compliance checked with nil submissions identified as non-compliant. The panel members independently reviewed and scored each tender prior to the consensus meeting. A consensus evaluation meeting was held on 19 June 2023. Fulton Hogan Industries Pty Ltd were chosen as the preferred supplier by consensus agreement. The submissions and scores were measured by capacity, capability, price and local content.

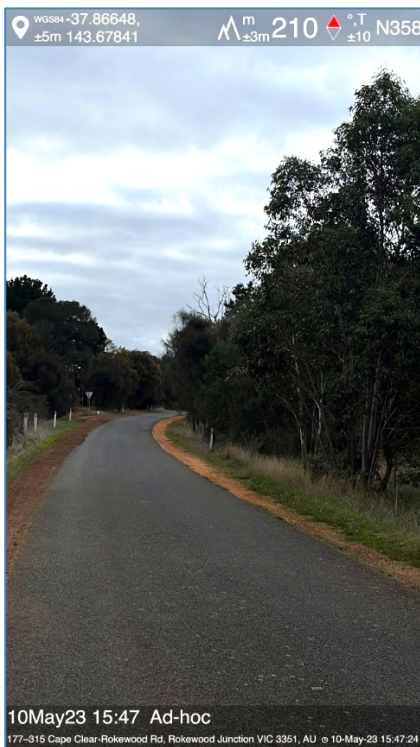
The confidential tender evaluation report has been previously provided to Councillors.

Cape Clear-Rokewood Road, North





Cape Clear-Rokewood Road, South





REPORTING AND COMPLIANCE STATEMENTS

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

GOVERNANCE PRINCIPLES

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

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

POLICY/RELEVANT LAW

Tender GPSC-RFT-04-2023 Cape Clear-Rokewood Road, Rokewood Junction Road Improvements complies with GPSC Procurement Policy and the Local Government Act 2020.

COMMUNITY ENGAGEMENT

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

PUBLIC TRANSPARENCY

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

FINANCIAL MANAGEMENT

The tender is funded from the Local Roads Improvement Program. The preferred tender is within the allocated project budget of \$750,000. Savings to be considered as part of future budget review.

RISK ASSESSMENT

There are no identified risk implications associated with this report.

Risks considered by the evaluation panel requirements associated with this specific type of risk activity are actively monitored throughout the life of the contract.

COMMUNICATION

Council decisions on tender/s awarded are advised through Council Minutes and electronic tender system and supplier notifications via procurement email.

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 – Approve Tender Award - Cape Clear-Rokewood Road, Rokewood Junction Road Improvements

This option is recommended by officers through Tender evaluation and selection process which recommends Cape Clear-Rokewood Road, Rokewood Junction Road Improvements to be awarded to Fulton Hogan Industries 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.

CONFLICT OF INTEREST

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

CONCLUSION

The Evaluation Panel has conducted a comprehensive and detailed assessment of the submissions which were received in response to Council's request for tender GPSC-RFT-04-2023 Cape Clear-Rokewood Road, Rokewood Junction Road Improvements project 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, Fulton Hogan Industries Pty Ltd met the Council's tender requirements and is considered best placed to provide these services for Council.

7.12 TENDER FOR LINTON-PIGGOREET ROAD, PIGGOREET - BRIDGE REPLACEMENT**File Number:****Author:** Vicki Shelton, Manager Asset Services**Authoriser:** Phil Josipovic, Director Infrastructure and Environment**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Resolves to award Contract RFT-11-2023 Linton-Piggoreet Road, Piggoreet - Bridge Replacement to Fulton Hogan Industries Pty Ltd for the sum of \$1,223,666.98 exclusive of GST and provisional, and for an estimated term of six months.
2. Delegates to the Chief Executive Officer or his delegate authority to execute the contract on behalf of Council

EXECUTIVE SUMMARY

Golden Plains Shire Council sought tenders from suitably qualified and experienced contractors for the design and construction of a replacement culvert or bridge for Linton-Piggoreet Road near Devil's Kitchen Streamside Reserve, Piggoreet.

BACKGROUND

The existing multi cell culvert structure was extensively damaged in the October 2022 floods with none of the structure components salvageable. The road is closed and detours are currently in place. The purpose of the project is to design and construct a replacement culvert or bridge. The proposed replacement culvert or bridge will be a single-lane structure designed for SM1600 loading with a design life of 100 years.

The project is eligible for Disaster Relief Funding for the Essential Public Asset Reconstruction Works Program with interim approval given for a replacement structure that maintains the same waterway area and provides for one traffic lane. The tenderers had the option to nominate a culvert or bridge structure to replace the existing structure. The tender submissions will now be referred to DRFA for final approval prior to works commencing on site.

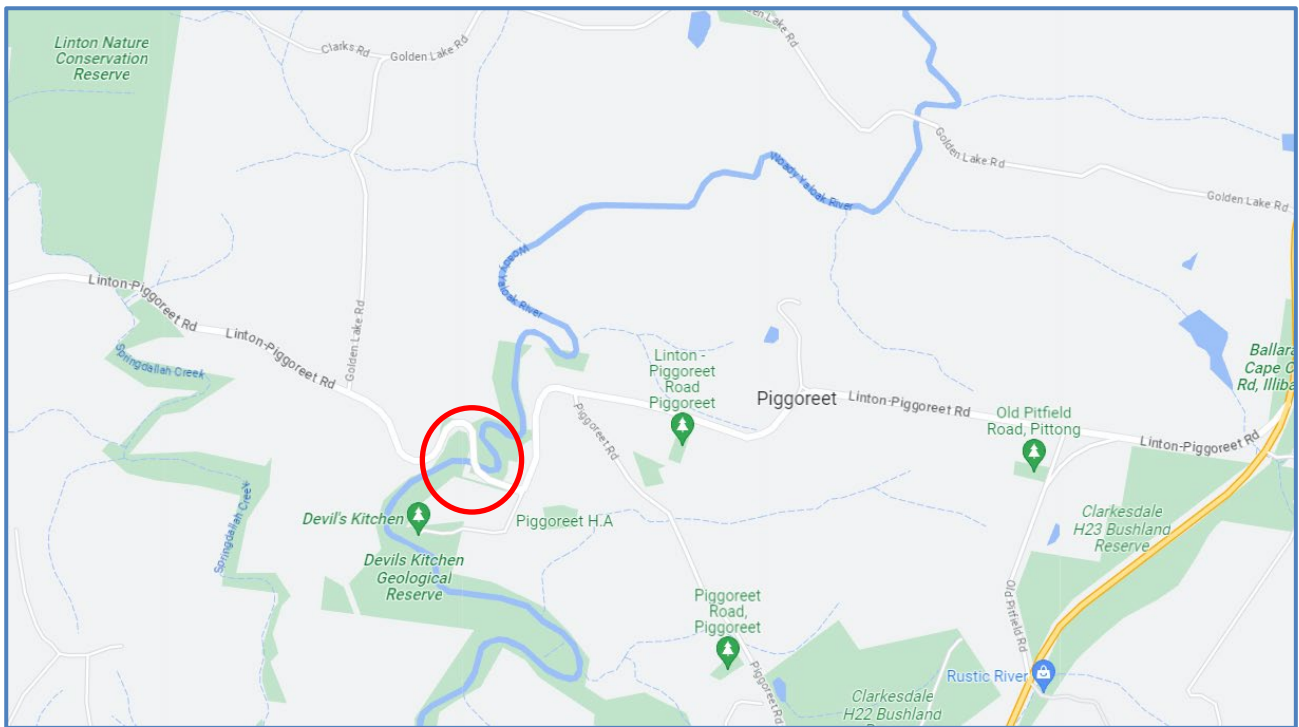
Fulton Hogan Industries Pty Ltd proposed a bridge structure to replace the culvert opting for a structure that will have a longer life and perform more effectively should the creek flood in the future. Two other contractors both opted for a like for like replacement with a multi-culvert structure. This option has the potential to be impacted by flood flows in the future should a similar storm event occur. A bridge structure with clear waterway area is the preferred option.

DISCUSSION

The tender was originally advertised on 5 May 2023, closing 24 May 2023, with three submissions received on closing. The submissions were reviewed, and compliance checked with nil submissions identified as non-compliant. The panel members independently reviewed and scored each tender prior to the consensus meeting. A consensus evaluation meeting was held on 26 June 2023. *Fulton Hogan Industries Pty Ltd* were chosen as the preferred supplier based on consensus agreement/scores measured by capacity, capability, methodology, price and local content.

A confidential Tender Evaluation Report has been provided to Councillors.

Location of Works



Photos of Damage after flood event



REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

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

GOVERNANCE PRINCIPLES

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

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

POLICY/RELEVANT LAW

Tender GPSC-RFT-11-2023 Linton-Piggoreet Road, Piggoreet - Bridge Replacement complies with GPSC Procurement Policy and the Local Government Act 2020

COMMUNITY ENGAGEMENT

Residents will be kept informed of restrictions on access prior to and during construction. Detours are currently in place with signage.

PUBLIC TRANSPARENCY

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

FINANCIAL MANAGEMENT

The tender is eligible for DRFA funding and the tender documentation will be submitted for assessment under the Essential Public Asset Reconstruction works program. The Bridge option is costed at \$1,223,666.98 compared to the culvert option of \$959,533.60, a difference of \$264,133.38. Should DRFA funding only support the culvert option, the Bridge Renewal program has available budget to cover the gap in funding to enable the Bridge option to be delivered.

RISK ASSESSMENT

There are no identified risk implications associated with this report.

Risks considered by the evaluation panel requirements associated with this specific type of risk activity are actively monitored throughout the life of the contract.

COMMUNICATION

Council decisions on tender/s awarded are advised through Council Minutes and electronic tender system and supplier notifications via procurement email.

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 – Approve Tender Award - GPSC-RFT-11-2023- Linton-Piggoreet Road, Piggoreet - Bridge Replacement (Bridge)

This option is recommended by Council officers through the Tender evaluation and selection process which recommends Linton-Piggoreet Road, Piggoreet - Bridge Replacement be awarded to Fulton Hogan Industries Pty Ltd.

Option 2 – Approve Tender Award – GPSC-RFT-11-2023- Linton-Piggoreet Road, Piggoreet - Bridge Replacement (Culvert Crossing)

This option is not recommended by Council officers through the Tender evaluation and selection process which recommends Linton-Piggoreet Road, Piggoreet - Bridge Replacement be awarded on the basis of bridge (as opposed to a series of culverts) given the benefits of a bridge being less likely to be impacted by floods and allows greater volume of water to pass during storm events.

Option 3 – Not award contract to any tenderer

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

CONFLICT OF INTEREST

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

CONCLUSION

The Evaluation Panel has conducted a comprehensive and detailed assessment of the submissions which were received in response to Council's request for tender GPSC-RFT-11-2023 Linton-Piggoreet Road, Piggoreet - Bridge Replacement 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, Fulton Hogan Industries Pty Ltd met the Council's tender requirements and is considered suitable to deliver this project for Council.

7.13 TENDER FOR THE RECONSTRUCTION OF THE LINTON OVAL**File Number:****Author:** David Miocic, Coordinator Community Projects Engineer**Authoriser:** Phil Josipovic, Director Infrastructure and Environment**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Resolves to award the Contract GPSC-RFT-07-2023 - Linton Oval Reconstruction – Construction Tender to Global Turf Projects Ltd for the cost of \$1,200,134.16 excluding GST.
 2. Delegates to the Chief Executive Officer or his delegate authority to execute the contract on behalf of Council
-

EXECUTIVE SUMMARY

Golden Plains Shire Council wishes to engage a suitably qualified and experienced contractor to undertake the reconstruction of the Linton Oval at the Linton Recreation Reserve.

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

BACKGROUND

The Golden Plains Shire has undertaken a significant amount of planning over the past few years in the sport and recreation area, with a particular focus on open space planning and active sports planning.

The studies gave a high priority to the development of active sporting pursuits and determined the need to complete further works on key sports precincts, undertake master plans and implement those agreed plans.

Council has recently completed several projects at the Linton Recreation Reserve including the installation of a new netball pavilion, resurfacing of the existing netball courts, installation of new sports lighting to the oval, installation of new centre cricket wicket and the repainting of the football pavilion.

Council now wishes to reconstruct the surface of the oval and associated infrastructure.

DISCUSSION

The Linton Oval Reconstruction project includes the supply and installation of the following:

- Reshaping of the current surface
- Subsurface drainage (inclusive of drainage collection and dispersal systems)
- Perimeter spectator fencing inclusive of concrete spoon drain
- New goal posts
- New hard centre cricket wicket
- New irrigation system inclusive of new water tank; and
- New coach boxes

The tender was advertised on 15 May 2023, closing 7 June 2023, with four (4) submissions received on closing. The submissions were reviewed, and compliance checked with all submissions being compliant.

After the Evaluation Panel members had reviewed and scored each tender, consensus evaluation meetings were held on 30 June 2023 and 2 July 2023 to agree on a consensus score for all criteria based on documents submitted.

Further due diligence was practiced with three of the tender submissions being provided to an independent consultant (subject matter expert) for review and comment. These tenders were assessed against capability, capacity, methodology, price, and local content which also included direct experience, history, and knowledge of the contractors.

On the completion of all assessments, the Evaluation Panel met once more on 10 July 2023 and agreed to recommend Global Turf Projects Pty Ltd as the preferred contractor for the Linton Oval Reconstruction project.

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

REPORTING AND COMPLIANCE STATEMENTS

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

GOVERNANCE PRINCIPLES

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

- Priority is to be given to achieving the best outcomes for the municipal community

- Ongoing financial viability is to be ensured.

POLICY/RELEVANT LAW

Tender GPSC-RFT-07-2023 - Linton Oval Reconstruction – Construction Tender complies with GPSC Procurement Policy and the Local Government Act 2020.

PUBLIC TRANSPARENCY

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

STRATEGIES/PLANS

The reconstruction of Linton Oval actions a major item identified in the Linton Recreation Reserve Redevelopment Masterplan 2018. This project is aligned with the objectives and principles of the Golden Plains Shire Community Vision 2040, Council Plan 2021-2025 and Sport and Active Recreation Strategy 2020-2030.

FINANCIAL MANAGEMENT

The project is co-funded by the following parties:

- | | |
|--|-----------|
| • Sport and Recreation Victoria - Country Football Netball Program | \$200,000 |
| • Federal Funding (election commitments) | \$780,000 |
| • Golden Plains Shire Council | \$445,600 |

Total Budget: \$1,425,600

Global Turf Projects Pty Ltd price submitted was \$1,200,134.16 (ex GST) and is within budget.

RISK ASSESSMENT

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

COMMUNICATION

Council decisions on tender/s awarded are advised through Council Minutes and electronic tender system and supplier notifications via procurement email.

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 – Approve Tender Award – GPSC-RFT-07-2023- Linton Oval Reconstruction – Construction Tender to Global Turf Projects Ltd.

This option is recommended by Council officers as an outcome of the Tender evaluation and selection process which has been undertaken and recommends that GPSC-RFT-07-2023-Linton Oval Reconstruction be awarded to Global Turf Projects Pty Ltd.

Option 2 – Approve Tender Award – GPSC-RFT-07-2023- Linton Oval Reconstruction – Construction Tender to alternative supplier.

This option is not recommended by Council officers as a thorough evaluation and selection process has been undertaken if all submissions presented for GPSC-RFT-07-2023-Linton Oval Reconstruction and Global Turf Projects Pty Ltd. was identified by panel consensus as the most suitable provided of these services to Council.

Option 3 – Not award contract to any tenderer.

This option is not recommended as the works have been identified as high need and the project includes multiple funding partners. If contract is not awarded, it may result in reputational damage for Council and compromise external funding.

CONFLICT OF INTEREST

No officer involved in preparing this report has any conflicts of interest in regard 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-07-2023-Linton Oval Reconstruction – Construction Tender* as outlined in this report to ensure compliance with the Relevant provisions of the Local Government Act 2020- (Vic); and Council's Procurement Policy requirements.

In conclusion, Global Turf Projects Pty Ltd met the Council's tender requirements for the Linton Oval Reconstruction project and is considered best placed to provide these services for Council.

7.14 TENDER FOR A PANEL OF SUPPLIERS - PLUMBING MAINTENANCE SERVICES**File Number:****Author:** Simone Muschalla, Building and Facilities Officer**Authoriser:** Phil Josipovic, Director Infrastructure and Environment**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Resolves to award the Contract GPSC-RFT-05-2023-Panel of Suppliers-Plumbing Maintenance Services to Plumbing-Logistics Pty Ltd, Complete-plumbing Construction-Concepts Pty Ltd and Total-Plumbing-Solutions.
2. Delegates to the Chief Executive Officer or his delegate authority to execute the contract on behalf of Council.

EXECUTIVE SUMMARY

Golden Plains Shire Council wishes to engage suitably qualified contractors as a panel of suppliers to undertake plumbing maintenance services for Council.

BACKGROUND

Golden Plains Shire Council (Council) requires the supply of plumbing maintenance services. Due to the vast nature of the service, Council seeks to appoint a panel of contractors for 'Plumbing Maintenance Services' as it will ensure the following:

- A wide range of services can be provided,
- A formal contract will be in place,
- Coverage of Councils large geographical area,
- Contractors can be called upon at short notice, and
- Value for money

The qualified industry standard tradespersons will provide a range of plumbing maintenance services with the aim of maintaining serviceability of Council buildings, Council operated public facilities, Council offices, community buildings, stadiums, recreation reserves, public halls and Shelters. The services require a critical emphasis on quality, delivery and customer service. The Contractor(s) must have all the required licences necessary to carry out the works. The contractor must be able to meet Australian regulations and legislations required to complete all potential works.

DISCUSSION

The tender was originally advertised on 15 May 2023, closing 7 June 2023, with 7 submissions received on closing. The submissions were reviewed, and compliance checked, with one submission identified as non-compliant by Council's OH&S team. After the evaluation panel members had reviewed and scored each tender separately, a consensus evaluation meeting was held on 27 June 2023. The evaluation panel agreed that 3 suppliers would be sufficient to service this contract, which is in line with the tender evaluation plan. Plumbing-Logistics Pty Ltd, Complete-plumbing Construction-Concepts Pty Ltd and Total-Plumbing-Solutions were chosen as the preferred suppliers based on consensus scores measured by capacity, capability, price and local content.

A confidential Tender Panel Evaluation Report has been provided to Councillors.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

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

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

POLICY/RELEVANT LAW

Tender GPSC-RFT-05-2023- Panel of Suppliers – Plumbing Maintenance Services complies with GPSC Procurement Policy and the Local Government Act 2020.

PUBLIC TRANSPARENCY

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

FINANCIAL MANAGEMENT

The costs associated with plumbing services are budgeted for in various operational budgets within Council's budget.

RISK ASSESSMENT

Risks were considered by the evaluation panel requirements associated with this specific type of risk activity actively monitored throughout the life of the contract.

COMMUNICATION

Council decisions on tender/s awarded are advised through Council Minutes and electronic tender system and supplier notifications via procurement email.

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 – Approve Tender Award – GPSC-RFT-05-2023- Panel of Suppliers – Plumbing Maintenance Services. This option is recommended by Council officers through the Tender evaluation and selection process which recommends Plumbing Maintenance Services to be awarded

- Plumbing-Logistics Pty Ltd
- Complete-plumbing Construction-Concepts Pty Ltd
- Total-Plumbing-Solutions.

Option 2 – Not award contract to any tenderer. This option is not recommended as the works have been identified as high need and if a contract is not awarded, may result in reputational damage for Council. In the absence of a contract, any pro-active maintenance works would need to comply with Council's procurement policy (multiple written quotes in some cases) leading to cost increase risks and inefficiencies. Further, not awarding the contract would mean Council would not have a supplier it could rely on for emergence and / or after-hours work.

CONFLICT OF INTEREST

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

CONCLUSION

The Evaluation Panel has conducted a comprehensive and detailed assessment of the submissions which were received in response to Council's request for tender GPSC-RFT-05-2023- Panel of Suppliers – Plumbing Maintenance Services 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, Plumbing-Logistics Pty Ltd, Complete-plumbing Construction-Concepts Pty Ltd and Total-Plumbing-Solutions, met the Council's tender requirements and is considered best placed to provide these services for Council.

7.15 TENDER FOR PANEL OF SUPPLIERS - GENERAL MAINTENANCE SERVICES**File Number:****Author:** Simone Muschalla, Building and Facilities Officer**Authoriser:** Phil Josipovic, Director Infrastructure and Environment**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Resolves to award the Contract GPSC-RFT-02-2023-Panel of Suppliers-General Maintenance Services to Burkhan Pty Ltd T/AS Dolls Cleaning Services, Mr T At Work and Zantagra Group.
 2. Delegates to the Chief Executive Office or his delegate authority to execute the contract on behalf of Council.
-

EXECUTIVE SUMMARY

Golden Plains Shire Council wishes to engage suitably qualified contractors to undertake general building related maintenance services for Council.

BACKGROUND

Golden Plains Shire Council (Council) requires the supply of general building maintenance services. Due to the vast nature of the service, Council seeks to appoint a panel of contractors for 'General Maintenance Services' as it will ensure the following:

- A wide range of services can be provided;
- A formal contract will be in place;
- Coverage of Councils large geographical area;
- Contractors can be called upon at short notice; and
- Value for money.

Council continues to seek qualified industry standard tradespersons to provide a range of building maintenance services with the aim of maintaining serviceability of Council Buildings, Council operated Public Facilities, Council Offices and Community Buildings, Stadiums, Recreation Reserves and Buildings, Public Halls and Shelters. The services require a critical emphasis on quality, delivery and customer service.

DISCUSSION

The tender was originally advertised on 12 May 2023, closing 7 June 2023, with ten (10) submissions received on closing. The submissions were reviewed, and compliance checked, with one submission identified as non-compliant by OH&S. After the evaluation panel members had reviewed and scored each tender individually, a consensus evaluation meeting was held on 29 June 2023. The evaluation panel agreed that 3 suppliers would be sufficient to service this contract, in line with the tender evaluation plan. Burkhan Pty Ltd T/AS Dolls Cleaning Services, Mr T At Work, Zantagra Group were chosen as the preferred suppliers based on consensus agreement/scores measured by capacity, capability, price and local content.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

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

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

POLICY/RELEVANT LAW

Tender GPSC-RFT-02-2023- Panel of Suppliers – General Maintenance Services complies with GPSC Procurement Policy and the Local Government Act 2020.

PUBLIC TRANSPARENCY

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

FINANCIAL MANAGEMENT

Funding from various operational budgets within GPSC.

RISK ASSESSMENT

Risks were considered by the evaluation panel requirements associated with this specific type of risk activity are actively monitored throughout the life of the contract.

COMMUNICATION

Council decisions on tender/s awarded are advised through Council Minutes and electronic tender system and supplier notifications via procurement email.

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 – Approve Tender Award - GPSC-RFT-02-2023- Panel of Suppliers – General Maintenance Services.

This option is recommended by officers through the Tender evaluation and selection process which recommends General Maintenance Services to be award to:

- Burkhan Pty Ltd T/as Dolls Cleaning Services
- Mr T at Work
- Zantagra Group

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 cost to maintain Council buildings.

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-02-2023- Panel of Suppliers – General Maintenance Services 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, Burkhan Pty Ltd T/As Dolls Cleaning Services, Mr. T At Work, Zantagra Group, met the Council's tender requirements and are considered best placed to provide these services for Council.

7.16 COUNCILLOR SUPPORT AND EXPENSES POLICY - ADOPTION**File Number:****Author:** Rosie Wright, Coordinator Governance and Risk**Authoriser:** Lynne Gray, Director Corporate Services**Attachments:** 1. Councillor Support and Expenses Policy**RECOMMENDATION**

That Council adopt the reviewed Councillor Support and Expenses Policy as attached, in place of the previously named Councillor Expenses and Entitlements Policy.

EXECUTIVE SUMMARY

The Councillor Expenses and Entitlements Policy was last reviewed and adopted by Council at its meeting on 23 November 2021 with minor changes to improve clarity and function of the policy. A detailed review has been undertaken and comprehensive changes are suggested to improve the operation of the policy. Following community engagement on the draft policy, the policy is now presented for adoption, as no submissions were received.

BACKGROUND

The Local Government Act 2020 (the 'Act') requires that Council adopt and maintain an expenses policy in relation to the reimbursement of out-of-pocket expenses for Councillors and members of delegated committees.

As per section 41(2) of the Act, a policy adopted by a Council under this section must:

- a) Specify procedures to be followed in applying for reimbursement and in reimbursing expenses;
- b) Comply with any requirements prescribed by the regulations in relation to the reimbursement of expenses (to date, no regulations have been issued for this purpose);
- c) Provide for the reimbursement of childcare costs where the provision of childcare is reasonably required for a Councillor or member of a delegated committee to perform their role, and
- d) Have particular regard to expenses incurred by a Councillor who is a carer in a care relationship within the meaning of section 4 of the Carers Recognition Act 2012.

The Victorian Government published a Policy Statement on Local Government Mayoral and Councillor Allowances and Resources in April 2008, which considered the support and resources that are reasonably required for the performance of the Councillor role. There has unfortunately not been an updated version of the Policy Statement published. The Act shifted responsibility for setting Councillor allowances to the Victorian Independent Remuneration Tribunal, which published its first determination in December 2021. This determination did not consider reimbursement of expenses or provision of reasonable support or resources.

It is a breach of the Act for a person who is or has been a Councillor or member of a delegated committee to intentionally misuse their position to gain or attempt to gain, directly or indirectly, an advantage for themselves or any other person (section 123(1)). This expressly includes in section 123(3)(e), the use of public funds or resources in a manner that is improper or unauthorised.

DISCUSSION

In updating this policy, a comprehensive review has been conducted. This has included review of Councillor Expenses policies from 11 Victorian councils, the Victorian Government Policy Statement on Local Government Mayoral and Councillor Allowances and Resources, and template policies published by local government industry bodies from around Australia.

The policy extends to members of delegated committees, as required by the Act, however Golden Plains Shire Council does not currently have any delegated committees. This is included to both meet the requirements of the Act and to ensure that a policy is in place should any delegated committees be developed in the future.

While all sections of the policy have been reviewed and altered, the key changes are summarised below.

- **Renamed:** previously named Council Expenses and Entitlements Policy. Renamed to Councillor Support and Expenses Policy, as this is a more accurate description of the contents of the policy and reflects the non-financial resources and support provided to Councillors;
- **Headings:** Simplification of headings into 4 key categories with corresponding sub-categories, to improve readability and clarity;
- **Guiding principles:** Policy statement expanded to include overarching guiding principles for Councillors (contained in clause 3.5). This commits Councillors to proper conduct, participation and access, equity, appropriateness and reasonableness, and accountability and transparency;
- **Approval of professional development:** Criteria and considerations for the approval of attendance at professional development programs, provided at clause 6.2.3. This will provide clarity and certainty for determining when a professional development program is appropriate and reasonable for a Councillor to attend;
- **Professional development by non-industry peak bodies:** Where a Councillor seeks to attend a professional development program delivered by a non-industry peak body, additional justification must be provided to describe the way in which the program aligns with the criteria provided at clause 6.2.3 and will require approval by the Mayor;
- **Annual ALGA and MAV Councillor weekend:** Attendance by the Mayor at the annual ALGA conference in Canberra and attendance by all Councillors at the MAV Councillor Development Weekend (held at the beginning of each Council term) is considered under the policy and would no longer require a resolution of Council;
- **Annual expenditure:** Maximum expenditure per financial year for the Mayor is increased to \$5,000. Councillor expenditure remains at \$3,000;
- **Mileage claims:** Private vehicle expenditure (i.e. mileage claims) can be reimbursed for eligible Council business as defined in clause 6.4.2. Where this expenditure is claimed for inspection of issues raised by community members, these community members must be specifically identified. If a community member wishes to remain anonymous, an alternative or no verification may be acceptable, based on the circumstances. Where an activity is attended by a Councillor primarily in their private capacity or for their non-Council personal or professional benefit, the activity will not be deemed to be performing the role of a Councillor and costs should be met by the Councillor;
- **Upgrading travel:** Clauses 6.5.4 to 6.5.6 provide Councillors with the option to upgrade or extend travel or accommodation on the condition that any additional costs to the Council be met by the Councillor. Where a partner, spouse or companion accompanies a Councillor, any additional costs must be met by the Councillor unless there is a bona fide and pre-approved business reason for their attendance;
- **Deadline for submitting claims:** claims must be submitted within one month of the end of each quarter except at the end of financial year (30 June) when they must be submitted within 14 days to enable end of year reporting processes to take place. In the case of a late claim, a reason for the failure to submit within the timeframe must be submitted to the Mayor for consideration and approval. Claims for expenses older than 6 months will not be reimbursed.
- **Dispute of claim decisions:** Addition of a process for dispute of decisions made about claim reimbursement. Where a claim decision is disputed, it will be reported to the

Council for a final decision. A Councillor can only dispute a decision made on their own claim.

- **Claim forms:** the claim form for all approved claims will be provided as an attachment to the briefing report, in support of the accountability and transparency principle at clause 3.5 of the policy.

The review included consideration of reimbursement of other forms of travel expenses, such as bicycle expenses. Of the 11 Councillor expenses policies that were included in benchmarking for this policy review, three (Melbourne, Darebin and Yarra Councils) maintain a fleet of Council owned bicycles for use by Councillors with Melbourne Council also reimbursing Councillors for kilometres travelled by privately owned bicycle. As the largest of these LGAs (Darebin) covers 54km² while Golden Plains spans 2,703km², it was not considered reasonable to specifically include in this review. Alternative forms of travel to and from professional development programs are provided for in clause 6.5.1 and Councillors may claim other expenses not specifically provided for in the policy in accordance with clause 7.3.

Community engagement

Council resolved on 23 May 2023 to seek community engagement on the proposed changes to the policy. The draft was placed on community exhibition for a period of two weeks, from Friday 26 May 2023 to Friday 9 June 2023. No submissions were received on the proposed draft.

Further changes

Following discussion with Councillors on the draft policy, additional changes have been made to clause 6.4.2. Specifically, clause 6.4.2(d) has been added, which provides for reimbursement of Councillor mileage claims following travel for attendance at events or consultations run, organised or contributed to by Council, and amendments to clauses 6.4.2(e) and 6.4.3. The dispute of decision process has also been altered to be immediately referred to the Council meeting for determination where a decision is disputed, rather than provide first for an explanation of the decision by the Mayor. An explanation of the decision may still be provided informally.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

Amendments have been proposed to the Councillor Support and Expenses Policy in order to pursue continuous improvement. The proposed amendments align with policies developed by surrounding Councils and Local Government Victoria's best practice draft policy.

POLICY/RELEVANT LAW

- *Local Government Act 2020* (Vic)
- Policy Statement on Local Government Mayoral and Councillor Allowances and Resources (Victorian State Government, 2008)
- Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Determination No. 01/2022 as varied by [2022] DCMA 01

PUBLIC TRANSPARENCY

The Councillor Support and Expenses Policy ensures public transparency in relation to the reimbursement of Councillor expenses and the resources and facilities that are made available to Councillors in the performance of their duties. The policy provides for quarterly reporting to ensure ongoing transparency in relation to Councillor reimbursements and expenses.

FINANCIAL MANAGEMENT

The Councillor Support and Expenses Policy provides for reasonable support and expenses to be reimbursed to Councillors, which must be considered within the context of the Council's financial resources.

RISK ASSESSMENT

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

The Local Government Act 2020 prescribes that Council must adopt and maintain a policy for reimbursement of out-of-pocket expenses incurred by Councillors. In order to comply with this legislation, the Council Expenses and Entitlements Policy must be maintained.

COMMUNICATION

Community engagement was sought following Council's resolution on 23 May 2023 and no submissions were received.

If adopted, the policy will be published on the Council's public webpage. A suite of forms will be developed to support Councillors in making and submitting claims. The policy provides for ongoing reporting and communication of costs incurred by and reimbursed to Councillors.

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

A gender impact assessment has been conducted and has identified potential gender implications and recommendations, which have been addressed in the policy.

- All Councillors and members of delegated committees have access to resources and expense reimbursements to the same level. This is further reiterated by the inclusion of the general guiding principle 'Equity', which states a commitment to all Councillors and members of delegated committees having equal access to expenses and facilities.
- Care has been taken not to use gendered language in the policy (e.g. reference to spouses, partners or companions, rather than wife/husband).
- The policy provides for reimbursement of expenses for those who may be in a carer relationship or have care responsibilities or requirements.
- The policy provides for support of people who may require modified or specialised vehicles for transport of wheelchairs or other support aides.
- The policy addresses provision of meals with specific dietary requirements (e.g. for those who may be vegetarian for cultural or religious reasons).

OPTIONS

Option 1 – That Council adopt the Councillor Support and Expenses policy.

This option is recommended by officers as the amendments proposed will improve the operation of the policy.

Option 2 – That Council do not adopt the Councillor Support and Expenses policy.

This option is not recommended by officers as there are opportunities to improve Council's existing policy.

CONFLICT OF INTEREST

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

CONCLUSION

Under the Local Government Act 2020, Council must adopt and maintain an expenses policy in relation to the reimbursement of out-of-pocket expenses for Councillors and members of delegated committees. Community engagement on the proposed changes has been undertaken and the policy is now presented for adoption.

8 NOTICES OF MOTION

8.1 NOTICE OF MOTION - PUBLIC TRANSPORT SERVICE BETWEEN BANNOCKBURN AND GEELONG

File Number: 75

Attachments: 1. Notice of Motion - Cr Gamble

I, Councillor Gavin Gamble, give notice that at the next Ordinary Meeting of Council be held on 25 July 2023, I intend to move the following motion:-

MOTION

That Council write, within the next four weeks, to relevant State government politicians and public officers to convey the community's high level of dissatisfaction with the current public transport service between Bannockburn and Geelong and to seriously consider the implementation of a more accessible and frequent bus service.

RATIONALE

Bannockburn and the South-eastern part of Golden Plains Shire is a rapidly growing demographic, estimated to be approximately doubling in the next ten years. Most notably the demographic is characterised by having the highest percentage of 5–11-year-olds of all Victorian Local Government Areas.

Golden Plains Shire does not provide many of the services, work and social and leisure opportunities the regional centre of Geelong does, which includes, for example: cinemas; pools; entertainment precincts, more niche sports; fast food outlets; etc...

The current V-Line coach service (timetable attached) is only three times a day either way service and does not allow people to see an evening movie or have a meal, for example, and return to Bannockburn (21 km distance) on the same day.

Many younger people, in particular, feel frustrated and isolated. Although we have a P-12 school over half the secondary age students are enrolled in Geelong schools and their social life largely depends on Geelong accessibility.

Additionally, many senior and disabled citizens physically struggle with accessibility of the V-Line coach style of bus.

A regular metro style and easier to access bus service would significantly improve the quality of life for many citizens in the southern and central part of Golden Plains Shire and help reduce car dependency and stresses on families as well as reducing transport emissions.

Additionally, growth towns such as Teesdale (no public transport) and Inverleigh (Friday only), would benefit from at least having a "spine service" from Bannockburn and thereby relieve parents or carers or friends and family members from having to drive the full distance into Geelong and back, with significant accumulative time (productivity), emissions and congestion implications.

I commend this Notice of Motion to Council.

9 PETITIONS

Nil

10 ITEMS FOR TABLING

In accordance with section 147(4) of the Local Government Act 2020, the Arbiter's decision and statement of reasons on the matter of an application by Councillor Cunningham concerning Councillor Rowe is to be tabled and is to be recorded in the minutes of the meeting.

11 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:

11.1 CEO Interim Performance Review

This matter is considered to be confidential under Section 3(1) - f of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.
