

AGENDA

Council Meeting

6.00pm Tuesday 28 November 2023

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

NEXT COUNCIL MEETING
6.00pm Tuesday 19 December 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 24 October 2023 and the Mayoral Election held on Tuesday 21 November 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 Patrick Bennett who is being recognised for his achievement in the sport of Futsal (Indoor Soccer).

- Patrick is 6 years old, lives in Haddon and was selected for the Victoria State Futsal under 8's team to compete at the 2024 National Club Championships which will take place on 12 January to 14 January 2024.
 - Patrick has been playing Futsal for about 1 year, with a mix of both indoor and outdoor and this will be his first time competing at a national level. Patrick enjoys learning new tricks and skills, as well as running fast. Each week he travels to Melbourne to train for an hour with the team in preparation for the Championships which involves a three hour round trip.
 - Selection for the team was Victoria wide, so Patrick needed to compete against those with significantly more training and development opportunities in Melbourne. His selection for the Victorian State team shows his skills and commitment to his chosen sport.
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7.2 DELEGATES REPORT & INFORMAL MEETINGS OF COUNCILLORS RECORDS

File Number:**Author:** Penny Hope, Executive Assistant to the CEO**Authoriser:** Eric Braslis, CEO

Attachments:

1. **Informal Meeting of Councillors (Strategic Briefing - 14 November 2023)**
2. **Informal Meeting of Councillors (Council Briefing - 21 November 2023)**
3. **Informal Meeting of Councillors (Councillor Portfolio Budget Meeting – 8 November 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

COUNCIL ENGAGEMENT / EVENTS

Cr Cunningham

- Tourism Greater Geelong and the Bellarine Annual General Meeting
- Bannockburn Skate, Scoot and BMX Competition
- G21 Region Plan: Final Draft Meeting
- RRON Barwon Water Information Session
- G21 Special Board Meeting
- Golden Plains Farmers' Market
- Hosted Campaspe Shire Councillors & Executive Team at Golden Plains Shire Civic Centre

- Golden Plains Wind Farm Presentation to Rokewood RSL Subbranch
- Inverleigh Remembrance Day Ceremony
- Inverleigh Primary School Visit
- Council Listening Post – Smythesdale Country Market
- Tourism Greater Geelong and the Bellarine Board Meeting

Cr Gamble

- Community Capacity Building Training
- G21 Regional Plan: Final Draft Meeting
- RRON Barwon Water Information Session
- VGLA Annual General Meeting
- Golden Plains Farmers' Market
- Inverleigh Remembrance Day Ceremony & Inverleigh RSL
- Maude/She-Oaks/Steiglitz Community Plan Launch
- "Civility in Local Government", VLGA Melbourne
- G21 Annual General Meeting and Launch of the 2050 Region Plan

Cr Getsom

- Nil

Cr Kirby

- Golden Plains Wind Farm Presentation to Rokewood RSL Subbranch
- Rokewood Remembrance Day Ceremony
- Council Listening Post – Smythesdale Country Market

Cr Rowe

- Nil

Cr Sharkey

- Golden Plains Farmers' Market
- Geelong Regional Libraries Corporation Board Meeting
- GRLC All Staff day - Guest Speakers

Cr Whitfield

- Golden Plains Farmers' Market
- Inverleigh Remembrance Day Ceremony

INFORMAL MEETINGS OF COUNCILLORS

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

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

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

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

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

7.3 COMMUNITY STRENGTHENING GRANTS 2023 ROUND 2

File Number:**Author:** Akemi Kida, Community Development & Grants Officer**Authoriser:** Emma Wheatland, Acting Director Community, Planning and Growth**Attachments:** Nil**RECOMMENDATION**

That Council;

1. Note the approved Community Strengthening Grants 2023 Round 2 to the following recipients:
 - The Bop Arts Co-op Ltd – *‘Reactive The BOP Workshops’* – \$10,000
 - Smythesdale Community Arts and Music Fiesta – *‘Smythesdale Community Arts and Music Fiesta 2024’* – \$6,877.50
 - Trust for Nature (Victoria) – *‘Working together to heal Country – Dog Rocks Reserve’* - \$10,000
 - Meredith Community Centre Inc. – *‘Seniors Out and About’* – \$7,000
 - Smythesdale Craft and Cuppa- *‘Craft and Cuppa Program 2024’* – \$1,500
 - Inverleigh senior Citizens Club Inc. – *‘Inverleigh Seniors Community Engagement’* – \$7,000
 - Haddon Community Learning Centre Inc. – *‘Chairs, Tables, and Trolley Replacement and Upgrade’* – \$7,170
 - Golden Plains VEX Robotics Club – *‘Golden Plains VEX Robotics Club’* – \$8,082
 - Golden Oldies Mens Activity Group – *‘Golden Oldies Mens Activity Group’* – \$7,000
 - Shelford Community Garden – *‘Shelford Community Garden’* – \$1,936
 - Smythesdale Cemetery Trust – *‘Safety Barriers at Smythesdale Cemetery’* – \$920
 - Shelford Recreation Reserve Committee of Management – *‘Carpark Undergrowth Clean Up’* – \$8,646
 - Cape Clear Recreation Reserve – *‘Extreme Weather Days’* – \$1,971
2. Request that officers undertake a review of the funding criteria and guidelines prior to the next round of community strengthening grants.

EXECUTIVE SUMMARY

Council's Chief Executive Officer (CEO) has approved funding for 13 community projects, through Council's Community Strengthening Grants Program 2023 Round 2 based on recommendations from the assessment process.

Council received 16 applications during September 2023. The 13 successful applications will be supported by a total Council contribution of \$78,102.50 across the grant streams as follows:

- Healthy Active Living: \$39,688 (for health and wellbeing, sports and recreation projects)
- Environment and Sustainability: \$10,000 (for environmental projects)
- Creative Community: \$16,877.50 (for arts, culture and heritage projects)
- Community Safety: \$11,537 (for safety related projects)

Council's contribution of \$78,102.50 for the Round 2 Community Strengthening Grants 2023 will deliver in 13 projects with a combined total project value of \$174,000. Some of the key community benefits across the eight projects are:

- Promoting increased physical activity and social connection, and bringing communities together
- Providing educational and social support services
- Enhancing accessibility, and improving safety and appeal of community spaces

BACKGROUND

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

There are two rounds of grants annually with the funding of up to \$10,000 in the following four streams:

- Creative Community
- Environment and Sustainability
- Health Active Living
- Community Safety

DISCUSSION

Round 2 of the Community Strengthening Grants 2023 opened on 1 September and closed on 2 October 2023.

Community Engagement

Extensive promotion was delivered via the following:

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

The following webinars were held leading up to the grant round:

- 'Insurance for Community Projects'
 - Presented by John Casha from JLT Public Sector on 28 August 2023 to assist community groups gain an understanding of risk management for community projects.
- 'Cultural Education for Community Projects'
 - Presented by Corrina Eccles from Wadawurrung Traditional Owners Aboriginal Corporation on 13 September 2023 to help increase awareness of Wadawurrung culture and perspectives and provide guidance for community projects that require Wadawurrung consultation.

Over 13 community members participated across both sessions, including representatives from Senior Citizens Groups, Progress Associations, Landcare Groups and local art groups. With positive feedback received by participants from both sessions.

Assessment

An assessment panel was formed for each stream and was made up of three Council officers whose roles and/or expertise are directly related to each of the streams. The panel members independently assessed each application against the weighted merit criteria set out in the Community Strengthening Grants Standard Guidelines and scored using the SmartyGrants system. Once the individual assessments were completed, these assessments were collated into a matrix by the Community Development and Grants Officer, and discussions held with the Manager Community Wellbeing and the Coordinator Community Development to review ranking of each application to finalise funding recommendations to the CEO.

Council received 16 applications for the Community Strengthening Grants 2023 Round 2 requesting \$112,851.50 in funding. One application was withdrawn. Council officers have offered to assist working with the applicants to identify projects that will be supported in future funding rounds or alternative options. The remaining 15 applications were assessed by an internal panel against the funding criteria set out in the Guidelines. Two applications were assessed as unsuccessful. Council officers will contact the above applicants to advise of the outcome and assist with future applications or alternative options through other funding sources.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

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

POLICY/RELEVANT LAW

Council 5.1 Community Grants Program Policy; *The Community Grants Program aims to enable community groups to further enhance the wellbeing and quality of life of the wider community in a partnership relationship with Council.*

ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

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

COMMUNITY ENGAGEMENT

The following strategies were undertaken to promote the Community Strengthening Grants Program 2023, Round 2:

- Promotional articles published in the Golden Plains Gazette and in a number of community newsletters.
- Emails were provided to community groups, sport and recreation clubs, community and coordinators.
- Two webinars, 'Insurance for Community Projects' and 'Cultural Education for Community Projects' were held leading up to the grant round.
- A variety of articles and promotion was undertaken via Council's website and Social Media platforms including the promotion of webinars.
- One-on-one mentoring was offered and provided via meetings, online conferencing or over the telephone.

PUBLIC TRANSPARENCY

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

FINANCIAL MANAGEMENT

Council's 2023/24 Budget provides an allocation of \$145,000 toward the Community Strengthening Grants Program. Funding of \$78,102.50 in these round leaves \$45,000 in budget.

RISK ASSESSMENT

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

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

COMMUNICATION

Communication on the outcome of all applications received for the Community Strengthening Grants will occur following the Council meeting on 28 November 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

A Gender Impact Assessment has been conducted and there are no identified gender inequality implications.

OPTIONS

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

This option is recommended by officers as a comprehensive process has been undertaken, including thorough evaluation and assessment, to determine the outcome of each application.

Option 2 – That Council does not note the approved community grants recipients as detailed in this report.

This option is not recommended by officers as there has been a comprehensive process undertaken of evaluation and assessment and the outcomes have already been determined.

CONFLICT OF INTEREST

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

CONCLUSION

Council's Community Strengthening Grants Program is an important initiative that has been highly valued by the community for many years. Under the second round of the 2023 program, a further 13 projects will be delivered, adding \$78,102.50 of Council investment and a total return of \$174,000 in total project value to local communities across Golden Plains Shire.

Council officers are conducting a review of Council's Community Grants Programs and guidelines over the next three months. Recommendations will then be presented to council for endorsement prior to any future Community Strengthening Grant rounds being delivered.

7.4 INTRODUCTION OF GLASS BIN - FINAL TRANSITION PLAN

File Number:**Author:** Marina Desa, Resource Recovery and Waste Officer**Authoriser:** Phil Josipovic, Director Infrastructure and Environment**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Note the introduction of the new glass service as mandated by the State Government's four-stream waste and recycling system will commence from October 2024.
 2. Authorise the purchase of the new 140L glass bins through Councils kerbside collection contractor: Cleanaway and that they be funded from Councils waste reserve and a State Government grant.
 3. Note the introduction of this new glass service will coincide with a change to the Recycle Bin collection from weekly to fortnightly.
 4. Note the fourth bin which will provide for Food and Green organics (FOGO) will likely commence in early 2026 in line with the opening of the Region Renewable Organics Network (RRON).
-

EXECUTIVE SUMMARY

The Victorian Government introduced the Circular Economy (Waste Reduction and Recycling) Act 2021. One of the main actions under the Act is the introduction of a four-bin waste management system across the state.

The Act requires Councils to provide municipal waste and recycling services which must include the following:

- Residual (general) waste
- Commingled Recyclables (excluding glass)
- Glass (to be introduced before 2027)
- Food organics and garden organics (FOGO) (to be introduced before 2030)

Following the development of a draft transition plan in September 2020, and granting of a kerbside reform grant, Council engaged MRA consultants to undertake a review of waste services. Multiple scenarios were assessed, with the following recommended:

- 140 L General waste bins collected fortnightly
- 240 L Recycling bins collected fortnightly
- 240 L FOGO bins collected fortnightly
- 140 L Glass bins collected 4 weekly

In addition to this assessment, Council was successful in receiving additional funding support to purchase the glass bins and roll out the service before the end of 2024.

This report concludes a series of presentations and completes all the assessment work completed on modelling the introduction of the glass service. This report seeks formal endorsement and authorisation of the new glass service arrangements as set out in this report, commencing October 2024.

To summarise, introduction of the glass service from October 2024 will provide the following benefits:

- Significant capital cost savings for Council by accessing additional financial support from DEECA.
- Reduction of recycling frequency: alignment with service delivery benchmarking across Victorian Councils and better value for money proposition for rate payers.
- Risk mitigation - anticipating bin supply issues in subsequent years as glass bins implemented State-wide. This provides confidence to Council in procuring bins early, and compliance with the Circular Economy (Waste Reduction and Recycling) Act 2021.
- Operationally: opportunity to assess the impact of bin roll out and disperse service delivery risk by staging the Glass and FOGO services implementations.

BACKGROUND

Golden Plains currently offer a kerbside collection service of fortnightly general waste and weekly recycling. Under the new legislation, Council is required to introduce a Glass service by 2027 and Food Organic and Green Organic service by 2030 to the municipality.

Council's draft Transition plan to the 4-bin system was submitted to Department of Environment, Land, Water and Planning (DEWLP – Ex Department of Energy environment and Climate Actions DEECA) in September 2020 which included the introduction of a glass service by Mid-2024.

An Expression of Interest was submitted in mid-December 2022 for funding to assist with the transition and offset some of the initial capital cost of implementing the glass collection service.

On 28 April 2023, Council received from the Minister for Environment a conditional funding offer (amount is subject to non-disclosure) to assist with the introduction of a glass service by end of 2024. Council's CEO accepted the offer on behalf of Council on 27 June 2023 as the additional financial support will save on upfront capital costs of purchasing new bins and provided a report for the June 2023 Council Meeting.

On 27 June 2023, Council endorsed CEO acceptance of a conditional funding offer from the Minister for Environment to assist with the introduction of a glass collection service by the end of 2024. It also acknowledged this offer is confidential.

DISCUSSION

During 2022 and early 2023, Council worked with MRA, a consultant specialising in waste, to undertake a review of the waste services and assess how the mandated FOGO and Glass services would be best introduced to the Shire. A multi criteria analysis was completed to evaluate 8 options compared to the current service. The option that ranked first includes provision of glass service through kerbside collection service shire wide. This option provided highest level of resource recovery, cost savings and environmental benefits.

Councillors have received several presentations on Waste Services and updates on the kerbside reform projects to understand how the final recommendation was reached:

- A series of waste management presentations were provided to Council on 16 March 2021, 3 August 2021 and 16 November 2021, part of which discussed the need to introduce additional services in accordance with the "Recycling Victoria – A New Economy" Waste presentations.
- Officers and consultants prepared and assessed options for introduction of new mandated services. The findings of this work was presented to Council at a briefing on 2 August 2022
- Officers and consultants presented further options to Councillors on 2 May 2023 analysing the impact of keeping the current general waste bin size when introducing the FOGO bin.
- On 4 July 2023, Officers presented further analysis and modelling completed on 3 options with differing commencement dates for Glass and FOGO services. The outcome of this presentation was the recommendation to implement option 1: Glass by October 2024 and FOGO in line with the operation start of the Regional Renewable Organics Network facility (currently scheduled for 2026).

In April 2022, Council awarded the new kerbside collection contract to Cleanaway, which started in October 2022. This contract includes the bulk supply of new bins for the introduction of new services.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

Outcomes for community:

As part of the MRA study, a multi-criteria analysis was completed. The Multi-criteria Analysis provided an integrated approach to rank options based on qualitative (economic and environmental) and quantitative criteria (policy alignment, behaviour change required, and service delivery). The analysis ranked the new proposed waste service first, as it will provide the highest levels of resource recovery, cost savings and environmental benefits.

Furthermore, this option results in the lowest increase in costs per household. It is also the option that will be the most supported by community in the longer term as the option provides a consistent level of service to all ratepayers municipal wide (i.e., same service, and same municipal charge applies).

Continuous service delivery improvement

Recycling service provided weekly is not currently being fully utilised. This is evidenced through data collated and provided by Cleanaway during the last twelve months. The collection contractor (Cleanaway) has reported collection of 60% to 70% of recycling bins from tenements on a weekly

basis. Furthermore, no other Councils are providing a weekly recycling service in 240L bins, therefore, GPSC will align state-wide with other local governments service delivery, saving on collection costs for recycling.

Additionally, Council continues to deal with high contamination rates in the recyclables stream. Due to the weekly collection frequency, some residents dispose of garbage bags in their recycling bins despite ongoing communication and education efforts undertaken by the communication and environmental teams.

Strategic Planning

Under the new Circular Economy Act Legislation, Council is required to introduce a Glass service by 2027 and Food Organic and Green Organic service by 2030 to the municipality.

Collaboration

Council is collaborating with five other Regional and Metro Councils for the procurement of the processing contracts for the recyclables and glass materials.

POLICY/RELEVANT LAW

The *Circular Economy (Waste Reduction and Recycling) Act 2021* requires all Victorian Councils to provide the following services:

- Residual (general) waste
- Recycling (non-glass)
- Glass recycling (to be introduced before 2027)
- Food organics and garden organics (FOGO) (to be introduced before 2030)

Council's Waste and Resource Recovery Policy will be updated to reflect the provision of the new glass service.

ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

With the introduction of a separate glass kerbside collection service, Council will comply with the Circular Economy Act. It will ensure glass recycling is better recovered through a single stream compared to glass in the recycling commingled. It will improve the quality of the remaining recyclables without glass stream.

Operational costs can be reduced, and the quality of recovered materials is improved, building council's resilience to future challenges.

The early introduction of a service enhances these benefits. There is currently high demand for separate glass, which puts councils in a strong position to negotiate favourable contracts. This position will change as other councils introduce services supplying this demand.

COMMUNITY ENGAGEMENT

As per IAP2 (International Association of Public Participation) framework for engagement, and in alignment with Council policy, the type of engagement will be to *inform* and *consult* the community through a multi-phase communications and engagement campaign. There will be five phases:

- Preparation
- Bin roll out
- Start of Service
- Monitoring
- On-going

For Glass, the aim of this campaign is to *inform* the community about when the bins will be rolled out, explain how to use the bins, support community members with information when they receive their bins in order for behaviour change to be successful. Council will also monitor the new service to ensure it is used effectively.

The implementation of the new glass service will coincide with a change to the Yellow Recycle Bin collection from weekly to fortnightly. A targeted consultation campaign in early 2024 will be developed, with a focus on listening to community feedback related to planned changes for recycling, to identify early preferences related to future FOGO implementation and provide opportunity for community to identify preferred communications materials to support the waste transition across the Shire.

Council wants the community to embrace the new glass recycling service and to see them effectively move from putting glass in their recycling bin to using the glass only bin. Our goal is to explain the importance of a separate glass collection, so the community understands the need to participate. We also want to see a reduction of glass in the mixed recycling stream.

The primary audience is all existing residential tenements of Golden Plains Shire, commercial tenements and community facilities, as well as new tenements added every year.

PUBLIC TRANSPARENCY

The decision making undertaken in relation to this project can be made publicly available. Some details remain commercial in confidence.

STRATEGIES/PLANS

The introduction of a glass service is mandatory and complies with Council's adopted Waste and Resource Recovery Strategy: 2020 – 2030.

FINANCIAL MANAGEMENT

The cost to purchase and roll out new glass bins is estimated at \$655,000 for all residential, commercial and community facilities. Council will receive financial support from DEECA to cover a portion of the capital costs of the bins. The total amount provided by DEECA is subject to a non-disclosure clause. The remaining capital costs will be financed through the waste management reserve.

Council is yet to confirm the impact on the waste charge as procurement for the glass processing contracts and commingled recyclables processing contract are not finalised yet. The final estimated costs and impacts on the waste charge will be developed and presented to Council for consideration during deliberations for the 2024/25 budget.

SERVICE PERFORMANCE

Changes to waste services are required to meet legislative requirements. This will result in consistent waste services across the State and improved environmental outcomes by maximising recycling and minimising landfill disposal.

As recommended by MRA report, the new waste collection service from October 2024 will be as follows:

- General waste collected fortnightly in 240 L bins (no change to existing service)
- Recycling bins collected fortnightly in 240 L bins (reduced frequency from current weekly collection)
- Glass bins collected 4 weekly in 140 L bins (new service).

In a typical month, the waste services will be scheduled as follows:

- Week1: General Waste
- Week 2: Recycling
- Week 3: General Waste
- Week 4: Recycling & Glass

Once the Food Organics Green Organics service starts, coinciding with the Barwon Water Regional Renewable Organics Network (RRON) facility being estimated to be operational in 2026, a FOGO service will be added to Week 1 and 3.

RISK ASSESSMENT

Potential risk implications associated with the glass bin implementation have been identified below.

Potential risk	Mitigation Action	Likelihood (1-5)	Impact (Low - High)
BIN ROLL OUT			
Inability to identify which property the bin belongs to in rural areas where properties group their bins at a collection point.	Each new bin to be delivered with a bin sticker, with ID number and address label as well as RFID tag technology.	3	Low
Missing bins, or taken away by wrong property	Requirement for the distributor, Cleanaway to keep an up to date bin register. Bin left on the kerbside will be able to be identified with their ID number and address label	3	Low
Property owner not at home to take their bin inside their property	Council to request Cleanaway to keep track of bins left out on the kerbside once collection service start. Customer Service and/or waste team to contact property separately.	3	Low
CDS impact on glass bin utilisation	Managing communication around accepted glass material through CDS scheme. Review of glass collection frequency if necessary, and reduce to bi-monthly	4	Medium
COMMUNICATION*			
Awareness of Community	Council is developing a clear Communication and Engagement plan to deliver key messages to the Community, and following Sustainability Victoria recommendations. *	5	High
Negative perception by the Community	Provide transparent and clear messages in the communication material.	5	High
Message not understood by the Community	2021 Census data is showing that 68 persons where either English is not their first language, or they do not speak English. Council will investigate inclusive methods to best communicate the changes. Council is investigating developing materials for visually impaired	2	Low

	residents		
GOVERNANCE			
Timing of project	Contract Management with Cleanaway. Creation of project plan specific to Cleanaway. Regular meetings to be held to monitor completion of actions.	5	High
	Governance structure: careful management in regards to briefing Council and reporting to all levels of government.	4	Medium
	Managing the project through clear governance and reporting channels and dedicated staff allocated to manage the project.	5	High

COMMUNICATION

Council is developing a Waste and Communication Plan listing all activities that will be undertaken by the Communication and Environment and Sustainability team.

GENDER EQUALITY

A gender impact assessment will be conducted as the introduction of the new glass service will impact the whole community. Council officers are currently developing the Gender Impact Assessment.

OPTIONS

Option 1 – Councillors endorse the roll out of the new glass only bin to the Golden Plains Shire community.

New glass bin collection service commences in October 2024. That Council authorises the purchase of glass bins for all tenements receiving a waste service using funds available in the waste reserve and State Government funding received.

This option is recommended by officers as it aligns with the requirements of Circular Economy Act, mandating Councils to introduce a glass service by 2027, and enables Council to receive additional funding to support the purchase of the bins.

Option 2 – Councillors do not endorse the roll out of the glass bin.

This option is not recommended by officers as it will delay the introduction of the mandated glass service, and preclude Council to accessing additional funding for purchasing the new bins.

CONFLICT OF INTEREST

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

CONCLUSION

This report seeks endorsement of the purchase of bins, the roll out of the glass bin service and commencement of the new service in October 2024. Following endorsement of these actions, Council officers will confirm the order of the glass new bins to Cleanaway.

7.5 DRAFT TRACKS AND TRAILS STRATEGY - ENDORSE FOR EXHIBITION

File Number:

Author: Ben Jordan, Manager Recreation & Community Infrastructure

Authoriser: Phil Josipovic, Director Infrastructure and Environment

Attachments: 1. DRAFT Tracks and Trails Strategy - Detailed Action Plan
2. DRAFT Tracks and Trails Strategy 2023

RECOMMENDATION

That Council endorse the attached draft 'Tracks and Trails Strategy' for public exhibition and feedback.

EXECUTIVE SUMMARY

The draft 'Tracks and Trails Strategy' aims to guide the future planning, development and activation of Tracks and Trails across Golden Plains for the next 10 years.

Council received funding under Sport and Recreation Victoria's (SRV) Local Sports Infrastructure Fund: Planning Stream, to support the delivery of this strategy.

The process to develop this strategic document commenced in late 2022, and the draft document highlights key findings, current trends and strategic priorities for Tracks and Trails throughout Golden Plains Shire and the wider region. It also responds to feedback collected following an extensive community consultation process.

The draft 'Tracks and Trails Strategy' has been reviewed by officers and SRV representatives, and it is proposed that it be made available and advertised to the Golden Plains community for a period of 6 weeks from 30 November 2023 to 11 January 2024. Feedback received during the public exhibition process will be considered for informing the final Strategy prior to being presented to Council in February 2024 for adoption.

BACKGROUND

In June 2022, Council was notified of being successful in securing funding from Sport and Recreation Victoria for the development of a Golden Plains Shire 'Tracks and Trails Strategy'.

Following a Request For Quote process in late 2022, Tredwell Management Services was appointed to develop a 'Tracks and Trails Strategy'. The Strategy seeks to build on the efforts and achievements of the initial Golden Plains Shire Paths and Trails Strategy 2013 – 2017 and aims to provide a roadmap for the continued enhancement of infrastructure provision and participation, as well as an updated strategic framework to support and improve 'Tracks and Trails' in Golden Plains Shire over the next 10 years.

The draft 'Tracks and Trails Strategy' (Attachment 1) has been developed following extensive community engagement using a variety of platforms that were promoted via Council communications. This included an online survey, public workshops in the North and South of the Shire, online, internal and external interviews and conversations with neighbouring LGA's.

The draft 'Tracks and Trails Strategy' is supported by a draft 'Detailed Action Plan' (Attachment 2) and informed by an extensive evidence base through the Issues and Opportunities Report that was previously presented to Councillors for discussion at the June 2023 Strategic Councillor Briefing.

DISCUSSION

The draft 'Tracks and Trails Strategy' specifically aims to:

- Embrace and build upon the region's recreational tracks and trails network
- Identify recommendations for addressing new trails, missing links and realignments

- Improve liveability, and health and wellbeing outcomes for all residents
- Promote safe, active transport and commuting options to reducing reliance on motor vehicles and improve environmental outcomes
- Reflect the needs of the community.

In a considered effort to activate Councils existing tracks and trails network, encourage utilisation, and respond to trends in physical activity and active recreation, Council determined it necessary to review and renew its existing Paths and Trails Strategy.

The term 'Tracks and Trails' refers to the region's recreational trail network (urban roadside footpaths specifically excluded from the scope of the strategy). This includes community accessible paths, managed by Council or other public authorities, that cater for walking, cycling, jogging, trail running, mountain biking and horse riding.

The draft 'Tracks and Trails Strategy' has considered a range of regional and local issues specific to Golden Plains Shire and how Council can encourage physical activity, monitor, and evaluate utilisation and create a sustainable network of tracks and trails. It highlights critical issues that Council face regarding the provision and ongoing maintenance of tracks and trails across the Shire and notes the need to prioritise and plan for upgrades and new developments, as well as forecasting future budget requirements.

Key elements as documented and presented in the draft 'Tracks and Trails Strategy' include:

- Context & Analysis
- Demand for Tracks and Trails
- Participation, Activation and Recreation
- Key Issues and Opportunities
- Action Plan Overview
- Implementation and Review

The Key Issues and Opportunities and Action Plan Overview sections refer to both the existing and future tracks and trails network within the Shire (with more specific depth provided in the draft 'Detailed Action Plan' document). A total of 36 trails were identified, mapped and audited across the Shire which provide a broad range of experiences, and 18 key future track and trail opportunities were identified. Additionally, a series of specific recommendations and considerations to promote and activate trails and encourage physical activity have been identified.

The draft Strategy provides Council with both short and long-term deliverables as underpinned by the following five Strategic Goals:

- Integrated Planning and Management
- Quality, Safe, and Sustainable Network of Existing Trails
- Sustainable, Responsible and Relevant Trail Developments
- Information and Marketing
- Community, Tourism & Economic Development.

Potential trail infrastructure enhancement opportunities on the existing network are addressed in 'Quality, Safe, and Sustainable Network of Existing Trails', and 'Sustainable, Responsible and Relevant Trail Developments' provides options for new trail developments.

Eighteen potential new/extended trails are highlighted and prioritised some of which could be subject to further feasibility and/or become future major capital projects. High priority options in this list connecting to major population centres or existing trails include:

- Inverleigh to Bannockburn Trail
- Bannockburn to Teesdale Trail
- Bannockburn to Lethbridge Trail

- Leigh River/Barwon River Junction Trail extension
- Teesdale to Shelford Trail
- Ballarat/Skipton Rail Trail to the centre of Ballarat
- Ballarat to Geelong Trail
- Goldfields Track - connection from Golden Plains Shire.

Representing potential project options in the draft Strategy provides the best possible chance of advocacy, securing external funding or prioritising further planning works to ensure feasibility and financial sustainability/viability prior to development (shelf-ready projects).

Other major highlights and deliverables outlined in the draft 'Tracks and Trails Strategy' include:

- A key focus on activating trails through accessibility, community connections, recreation connections, event suitability and providing unique experiences.
- Identifying the opportunities for upgrades and developments with the greatest potential to benefit the community, local economy and the natural environment by facilitating sustainable opportunities for exploring natural areas, focussing on tourism related developments and promoting environmentally friendly transportation options.
- Identification of tracks and trails hierarchy and trail type to help categorise and prioritise future investment and development, with estimated cost ranges and maintenance estimates provided to assist with planning and decision making.
- The need for adequate resourcing to deliver on the identified goals and actions which would be subject to future funding decisions and opportunities.
- Council staff, in collaboration with key stakeholders, should report to Council annually on implementation. It is recommended that overall progress should be evaluated after 5 years, with amendments to the goals, actions and supporting information as required.

Consistent with other key Council documents and strategies, it is proposed that following Council's endorsement, the draft 'Tracks and Trails Strategy' be made available to the community from 30 November 2023 to 11 January 2024. This window provides an additional two weeks on top of Council's regular four-week public exhibition and feedback period to account for the Christmas/New Year period.

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* have been considered in the preparation of this report including:

- Collaboration with other Councils and 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 draft 'Tracks and Trails Strategy'. The process included engaging with stakeholders through a Project Control Group (PCG), extensive consultation with internal Council departments and officers, consulting neighbouring LGAs, State Government Departments (including SRV, Parks Victoria and DECCA) and the wider local community – which included conducting in person public forums, an online survey, social media engagements and broad public promotion.

The formal public exhibition period for the draft 'Tracks and Trails Strategy' will provide opportunities for wider engagement/feedback from Golden Plains residents and community groups as proposed in this report.

PUBLIC TRANSPARENCY

Public transparency principles have been considered in the preparation of this report and the recommendation to provide the draft 'Tracks and Trails 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 'Tracks and Trails Strategy' is an update that builds on the previous Strategy and has been informed by an extensive evidence base which includes audits of existing facilities, regional participation data, strategic frameworks, facility guidelines, growth area and infrastructure plans.

This strategy provides current data, reflective of industry trends, governing body requirements and community needs. It provides regional alignment for the development of any local level plans and strategies and is consistent 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

Tredwell Management Services were engaged by Council to undertake this process, following a formal 'Request for Quote' process. Council have allocated \$30,000 towards this project, sharing financial commitments with the State Government, who contributed an additional \$30,000 funding following a successful Sport and Recreation Victoria, *Local Sports Infrastructure Fund* application.

The report and attached draft 'Tracks and Trails Strategy' do not commit Council to further financial contributions or budget implications at this time and any future investment or funding applications for improvement works would be subject to subsequent decisions.

RISK ASSESSMENT

The draft 'Tracks and Trails Strategy' 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

Should the recommendations in this report be endorsed, Council Officers will promote the draft 'Tracks and Trails Strategy' and public exhibition and feedback process via Council's print, online and social media platforms and through written communication with key stakeholders, including the Project Control Group.

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 process for developing the draft Strategy has been considered in accordance with s.9 of Gender Equality Act 2020.

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

OPTIONS

Option 1 – That Council endorse the draft 'Tracks and Trails Strategy' for public exhibition and feedback.

This option is recommended by officers as a comprehensive process has been undertaken, including thorough research and community engagement, to develop and provide a draft 'Tracks and Trails Strategy' for the next ten years.

Option 2 – That Council does not endorse the draft 'Tracks and Trails Strategy' for public exhibition and feedback.

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

Option 3 – That Council delay endorsing the draft 'Tracks and Trails Strategy' for public exhibition.

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 'Tracks and Trails Strategy' for public exhibition and comment. Further delays may compromise Council's reputation and commitments with the external funding partner (SRV).

CONFLICT OF INTEREST

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

CONCLUSION

Following presentation to Council of an Issues and Opportunities Report in June 2023, a draft 'Tracks and Trails Strategy' has been developed for Golden Plains through detailed research, a review of the existing track and trails and analysis of community engagement activities. The draft 'Tracks and Trails Strategy' is supported by a draft 'Detailed Action Plan' to provide strategic direction and identify investment and advocacy opportunities for the region's recreational tracks and trails network over the next 10 years from 2023 to 2033.

It is recommended that the draft 'Tracks and Trails Strategy' be provided for public exhibition and submission from 30 November 2023 to 11 January 2024. At the conclusion of this period, community feedback will be considered and discussed by the project control group and a final 'Tracks and Trails Strategy' will be presented for adoption at the February 2024 Council Meeting.

7.6 AUTHORISATION FOR PLANNING SCHEME AMENDMENT - C102GLPA

File Number:**Author:** Susan Ryan, Strategic Planner**Authoriser:** Emma Wheatland, Acting Director Community, Planning and Growth

Attachments:

1. Golden Plains Planning Scheme Review 2022 (under separate cover)
2. Golden Plains C102gpla Explanatory Report Authorisation (under separate cover)
3. Golden Plains C102gpla Instruction Sheet Authorisation (under separate cover)
4. Golden Plains C102gpla Maps Exhibition (under separate cover)
5. Golden Plains C102 Ordinance (under separate cover)
6. Golden Plains C102 Track Changed Ordinance (under separate cover)

RECOMMENDATION

That Council:

1. Adopt the *Golden Plains Planning Scheme Review 2022*.
2. Authorise the preparation and exhibition of an amendment to the Golden Plains Planning Scheme in accordance with section 20(2) of the *Planning and Environment Act 1987* to apply policy neutral changes to the ordinance and planning scheme maps as recommended by the recent review of the Golden Plains Planning Scheme 2022.

EXECUTIVE SUMMARY

This report seeks the adoption of the *Golden Plains Shire Planning Scheme Review 2022*, as required under Section 12(B) of the *Planning and Environment Act 1987* (the Act) and seeks authority to prepare and exhibit Amendment C102gpla.

Amendment C102gpla implements the policy neutral recommendations of the *Golden Planning Scheme Review 2022*. The amendment enables Golden Plains Shire Council (Council) to respond to its planning function under 12(B) of the *Planning and Environment Act 1987*, which requires Council to periodically review its planning scheme and subsequently work towards enhancing the effectiveness and efficiency of the planning scheme.

BACKGROUND

The findings of the review fall into several categories, and following this amendment Council will continue to work through implementing the additional findings. The categories include:

Planning scheme changes including policy neutral changes to the ordinance and planning scheme maps; new policies that have been developed through various Council planning strategies and documents since the previous review and an update to Clause 74.02 further strategic work that prioritises the strategic work program based on the findings of the review.

Process improvements to the efficiency of the planning scheme and planning decisions through a reduction in overall processing time of statutory applications; and to monitor the impact of Amendment C99gpla.

Advocacy actions including advocating to the Victorian government the impact of the use of restrictive covenants; and clearer balancing tools between bushfire planning and vegetation protection focussing on fire mitigation. Clearer direction on where settlement may not be the best outcome to maintain vegetation values is required.

Council requested assistance from the Regional Planning Hubs funding program to prepare the policy neutral planning scheme changes to comply with the Ministerial Direction on the Form and Content of Planning Schemes.

DISCUSSION

The Regional Planning Hubs program provided in-house Department of Transport and Planning (DTP) assistance to prepare the amendment documentation for all matters that could be considered under a 20(2)-amendment pathway and carried out consultation with Council officers and DTP Grampians Regional Planners as part of a pre-authorisation review.

Specifically amendment C102gpla:

- Clarifies and improves the style, format, language, and grammatical form of local policy to ensure it aligns with the principles set out in *A Practitioner's Guide to Victorian Planning Schemes* where the intended effect of the respective clause is not changed.
- Adjusts the structure of local content to ensure it aligns with the *Ministerial Direction on the Form and Content of Planning Schemes*.
- Updates department names, document references, terminology, and statistical data.
- Removes or updates references to outdated content.
- Reinstates local transport related content formally found in Clause 21.06-1 that was inadvertently omitted during the Planning Policy Framework translation.
- Reinstates the Victoria Planning Provisions and local content associated with Clause 17.01 that was inadvertently omitted following Amendment C91.
- Updates Clause 02.01 Context to include appropriate recognition of the Traditional Owners of the land in which the Golden Plains Shire Council sits.
- Updates Clause 02.02 Vision to include reference to the most recently adopted Council Plan.
- Introduces factual content from the *Golden Plains Economic Development and Tourism Strategy 2017-2021* and the *Golden Plains Sport and Active Recreation Strategy 2020-2030* to the context sections of Clause 02.03-8 Transport and Clause 02.03-9 Infrastructure.
- Updates schedule 2 at Clause 32.03 to remove the permit requirement for outbuildings that was inadvertently included as part of Amendment C91.
- Inserts a new schedule at Clause 35.03 Rural Living Zone to ensure the proper use of the Victoria Planning Provisions.
- Updates the schedule to Clause 74.02 Further Strategic Work to prioritise Council's strategic work program based on the findings of the Review.
- Updates Clause 11.01-1L-02 Settlement in Golden Plains South East, 11.03 6L-02 Gheringhap, and 11.03 6L-04 Smythesdale policy to expire six years from the date of gazettal of Amendment C90gpla.

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

GOVERNANCE PRINCIPLES

It is considered that the proposed amendment upholds the governance principles in *s.9 of the Local Government Act 2020*, as it ensures the optimal performance and improved function of the Golden Plains Planning Scheme. The changes proposed through Amendment C102gpla will ensure that planning provisions are consistently and correctly applied throughout Golden Plains Shire, resulting in improved outcomes for the community.

POLICY/RELEVANT LAW

Amendment C102gpla is proposed to proceed in accordance with the provisions of the Planning and Environment Act 1987. The pathway for the amendment process under a 20(2) Ministers exemption is shown below. The Amendment's current stage in the process is indicated by a green oval.

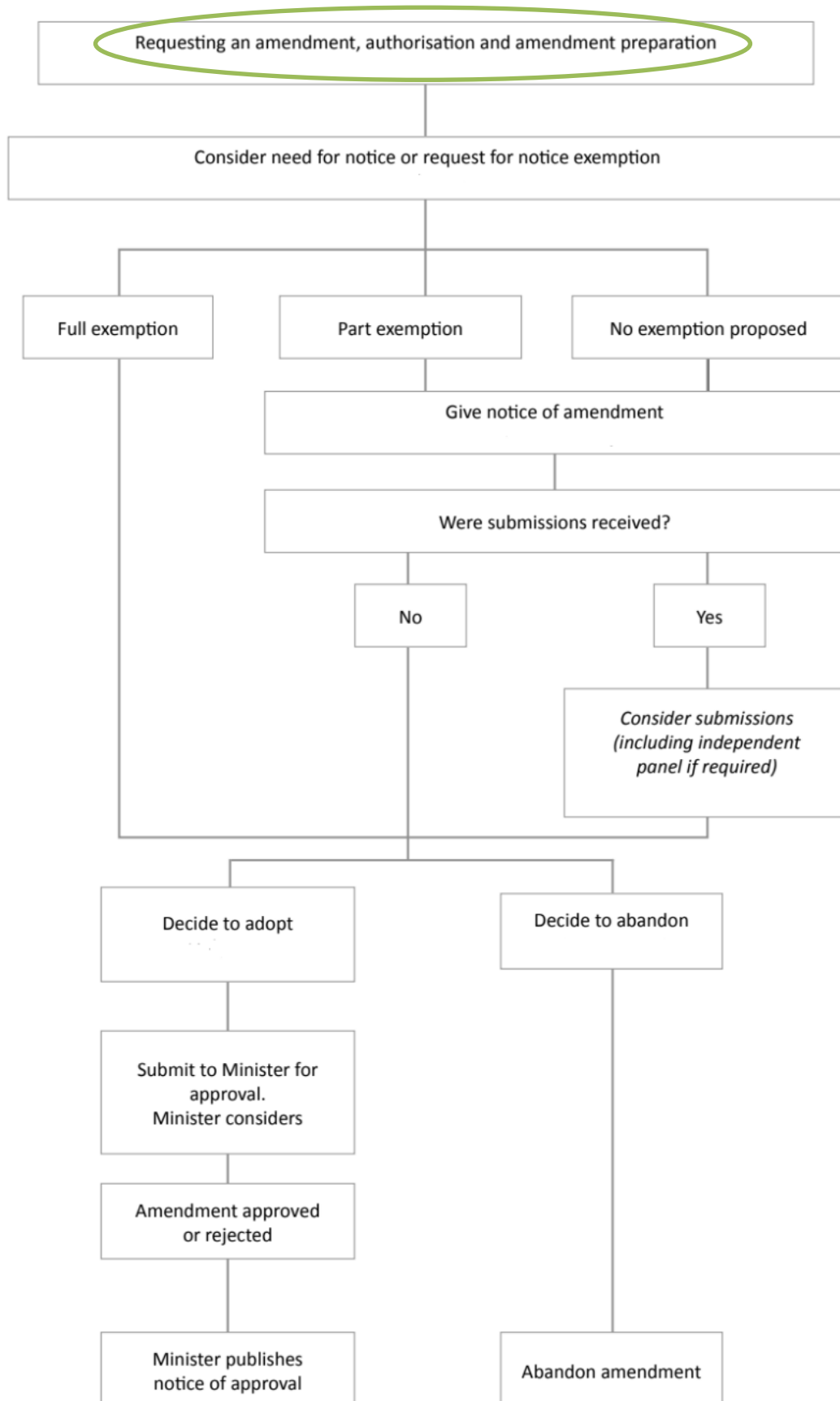


Figure 1: Planning Scheme Amendment process flow chart

SERVICE PERFORMANCE

After consideration to the service performance principles under s. 106 of the LGA 202, the Golden Plains Planning Scheme Review and Amendment C102gpla will correct anomalies and inaccuracies while providing greater clarity to officers and residents as to planning provision applied to properties in Golden Plains Shire.

COMMUNICATION

Communication of the Amendment C102gpla will be in accordance with the *Planning and Environment Act 1987*, and Ministerial direction.

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 – Adopt the *Golden Plains Planning Scheme Review 2022* and authorise the preparation and exhibition of a policy neutral Amendment C102gpla to the Golden Plains Planning Scheme

This option is recommended by officers as a required planning scheme review accompanied with a routine policy neutral amendment is an important responsibility of Council to ensure the Planning Scheme is operating efficiently and accurately.

Option 2 – Adopt the *Golden Plains Planning Scheme Review 2022* and authorise the preparation and exhibition of the policy neutral Amendment C102gpla to the Golden Plains Planning Scheme with changes.

This option is not recommended by officers as all elements of the *Golden Plains Planning Scheme Review 2022* and amendment C102gpla have been comprehensively considered by Council officers, the Department of Transport and Planning and Regional Planning Hubs. Each element proposed ensures the improvement to Golden Plains Planning Scheme and changing the contents of the amendment is therefore not a recommended course of action.

Option 3 – Adopt only the *Golden Plains Planning Scheme Review 2022*.

This option is not recommended by officers as all elements of amendment C102gpla have been comprehensively considered by Council officers, the Department of Transport and Planning and Regional Planning Hubs. Each element proposed ensures the improvement to Golden Plains Planning Scheme and changing the contents of the amendment is therefore not a recommended course of action.

Option 4 – Abandon the *Golden Plains Planning Scheme Review 2022* and authorise the preparation and exhibition of the policy neutral amendment C102gpla to the Golden Plains Planning Scheme

This option is not recommended by officers as all elements of the *Golden Plains Planning Scheme Review 2022* and amendment C102gpla have been comprehensively considered by Council officers, the Department of Transport and Planning and Regional Planning Hubs. Each element proposed ensures the improvement to Golden Plains Planning Scheme and changing the contents of the amendment is therefore not a recommended course of action.

CONFLICT OF INTEREST

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

CONCLUSION

The *Golden Plains Planning Scheme Review 2002* provides clear direction on how Council can improve its Planning Scheme to ensure it operates efficiently and accurately. Amendment C102gpla implements the policy neutral findings from this review providing greater clarity for officers and residents.

7.7 FINANCE REPORT - QUARTER 1

File Number:**Author:** Fiona Rae, Manager Finance**Authoriser:** Lynnere Gray, Director Corporate Services**Attachments:** 1. Finance Q1 Reports**RECOMMENDATION**

That Council note the Quarter 1 Finance Report for the 3 months ended 30 September 2023.

EXECUTIVE SUMMARY

The Quarter 1 Finance Report outlines the financial results for the three months ended 30 September 2023, together with a comparison to the revised budget adopted by Council (inclusive of carry forwards from 2022-23 and additional funding received to complete projects).

This report includes a summary of Council's financial performance and position for the 2023-24 year up to 30 September 2023, and an update on capital projects as at 30 September 2023. A high-level full year forecast is also included in the financial statements.

The Quarter 1 report was presented to the Audit and Risk Committee at their 14 November 2023 meeting.

BACKGROUND

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

Council has completed three months of the 2023-24 financial year. The attached budget report has been prepared on an operating basis and includes a comparison of actual results for the period to 30 September 2023 to the annual budget adopted by Council for the following financial statements:

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

DISCUSSION

The financial report and attachments provide a comprehensive overview of Council's financial performance and current financial state, for the first quarter of the 2023-24 financial year up to 30 September 2023 and an update on the status and progress of capital projects.

Operating Result

The operating result for the period is reporting a surplus of \$21.0m compared to the budget revised Q1 surplus of \$20.5m. This \$486k favourable variance is primarily due to:

- Rates and charges – supplementary rates raised in Q1 higher than budgeted supplementary rates for the year.
- Grants – operating and capital – unfavourable due to the \$2m additional General Purpose Grant received in 2022-23 that was budgeted in 2023-24 as per usual timing of receipt.
- Monetary contributions – public open space contributions \$294k higher than budget offset by windfarm income \$63k lower than budget. Windfarm income will be received in Q2.

- Materials and services – underspend of \$344k in garbage disposal invoices, \$111k playground maintenance, \$50k bridge maintenance, and \$145k core system transformation project. These variances are due to timing either in terms of budget phasing or delayed receipt of invoicing.
- Employee Benefits – delay in workcover insurance costs of \$440k.
- Depreciation –significant increase in asset values of \$46.8m from the asset revaluation of building and infrastructure assets at June 2023 has generated \$365k higher depreciation costs than budget in the first quarter. The impact of this for the year will be the vicinity of \$1.4m which the relevant teams are working collaboratively together to determine relevant adjustments and savings.

Adjusted Underlying Result

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

At 30 September 2023 the 'Adjusted Underlying Result' is generating a surplus of \$20.1m, compared to a revised budget underlying surplus of \$19.7m. This favourable variance of \$403k to the revised budget is primarily due to variances in the operating result as outlined above (underspend in materials and services and employee benefits). The high underlying result is generated from a timing difference with the majority of rates and charges income recognised in the first quarter with annual rates notices issued in August, and the expenses recognised throughout the year.

Council's 2023-24 budget generated an Adjusted Underlying Deficit of \$443k. A revised budget has been formulated which includes a forecast of grants received in advance, includes an additional \$280k for the reimbursement of flood damage costs and \$150k additional interest income due to holding higher cash balances than budget which generates an Adjusted Underlying Surplus of \$123k.

Financial Snapshot

	2023-24 Annual Original Budget	2023-24 Annual Revised Budget	Revised Budget September 2023	Actual September 2023
Operating Result	12,398	13,985	20,499	20,985
Adjusted Underlying Result	(443)	123	19,697	20,100
Capital Expenditure	22,678	29,947	3,410	1,371
Cash Balance	13,052	7,428	n/a	19,276
Total Borrowings	8,333	8,350	n/a	9,763

Actual September - Operating result includes full year rate revenue as annual rates notices issued in first quarter, only one quarter of expenditure included in first quarter.

Key Issues/Risks

The key items and risks to note at the end of the first quarter of the 2023-24 financial year up until 30 September 2023 are:

- One lot from the Lomandra Drive development has been sold, with three more lots included in the 2023-24 budgeted income.

- \$500k contribution towards the bridge replacement project will be refunded by Surfcoast Shire and revisited when new options are available for consideration.
- 2022-23 expenses included \$2.1m in flood emergency works with claims of \$230k included in 2022-23 income and \$280k included in 2023-24 income. An additional \$900k in claims is anticipated to be lodged in 2023-24.
- Depreciation expense will be higher than budget due to an increase in asset values of \$46.8m resulting from an asset revaluation of infrastructure and building assets required due to material movements in indices. The impact from the increase in asset values is estimated to generate an additional \$1.4m in depreciation for the year.
- Officers are working on contingencies to pause expenses if Lomandra Drive lots do not sell (refer below).

Operational Budget Review

Officers have conducted a review of operational budgets to identify \$1m of potential areas to pause/defer or reduce service levels on the presumption that only 2 Lomandra Drive lots are sold by 30 June 2024, compared to the 4 lots included in the 2023-24 budget. Items identified include those reported at the October briefing plus items identified through the continuing process and will be reflected in the Q2 revised budget.

Capital Projects

Actual versus Budget

Total expenditure in the Statement of Capital Works is \$1.4m which is \$2.0m below the revised budget of \$3.4m.

The capital program has delivered 40% of the YTD revised budget. The revised budget includes projects totalling \$7.3m rolled forward into 2023-24 for multi-year projects and projects that were delayed due to the damage to road assets from the flood events of October and November 2022 requiring rectification works.

Delivery of Projects

The following project has been completed during the quarter as outlined below:

Project	Project Budget \$	Project Cost \$	\$ Variance	% Variance
Youth Hub Toilet Upgrade	56,317	50,280	\$6,037 favourable	10% favourable

The projects carried over from 2022-23 into the 2023-24 year include but not limited to:

- \$1.3m Local Roads Improvements (Roads to Recovery)
- \$863k Local Roads Improvements
- \$498k Inverleigh Drainage and Car Park Works
- \$768k Rokewood Landfill Rehabilitation Works
- \$375k LRCI Phase 3 – public open space asset renewal
- \$871k Linton Oval Reconstruction
- \$400k Lethbridge Play Space
- \$250k Leighdale Equestrian Upgrade Female Friendly

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

As part of continuous improvement and reporting in relation to procurement activities, contracts that have been awarded between the values of \$200,000 and \$450,000 are presented to the Contracts, Tenders and Grants Committee to recommend for approval to the CEO. Contracts awarded between these values during the quarter are listed in the table below.

Contracts Awarded – Contract Value Between \$200,000 - \$400,000			
Project	Approved By	Awarded To	Contract Value \$
Purchase of Flocon Truck	SMT	Isuzu Australia Pty Ltd	439,829 (GST incl)
Inverleigh Carpark and Drainage Improvements	SMT	C.J.L. Civil Pty Ltd	259,083 (GST incl)

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

- Tree Planting, Establishment and Maintenance
- Panel of Suppliers – Electrical Services and Maintenance Works
- Bannockburn Shire Hall Lease

The table below outlines tenders/RFQs awarded during the quarter.

Project	Awarded To	Contract Value (ex-GST) \$
Panel of Suppliers – General Maintenance Services	Burkhan Pty Ltd trading as Dolls Cleaning Services, Mr T At Work and Zantagra Group	Schedule of rates
Cape-Clear-Rokewood Road Improvement	Fulton Hogan Industries Ltd Ltd	450,150
Panel of Suppliers – Plumbing Maintenance Services	Plubming Logistics Pty Ltd, Complete-plumbing, Construction-Concepts Pty Ltd and Total Plumbing Solutions	Schedule of rates
Panel of Suppliers – Minor Civil Works and Plant Hire	East Contractors, Fulton Hogan Industries Pty Ltd, Total Plumbing-Solutions, Begbies Earthmoving, Patash And Civil Group Pty Ltd, Begbies Contracting	Schedule of rates
Linton Oval Reconstruction – Construction Tender	Global Turf Projects Ltd	1,200,134
Kopkies Road Widening, Haddon	Begbies Contracting	931,551
Jetpatcher	Isuzu Australia Pty Ltd	542,210
Linton-Piggoreet Road, Piggoreet – Bridge Replacement	Fulton Hogan Industries Pty Ltd	1,223,667
Rehabilitation of Three Flood Damages Fords	Ontrack Civil Earthworks Pty Ltd	140,041

In addition, if there have been any contract variations to contracts valued over \$200,000 greater than 10% but less than 15%, they will be reported to provide transparency in relation to variances. There were no variations in this category during the quarter:

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

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

POLICY/RELEVANT LAW

Local Government Act 2020

Local Government Amendment (Fair Go Rates) Act 2015

Local Government (Planning and Reporting) Regulations 2020

Financial Plan

Annual Budget

ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

Environmentally sustainable design and construction is included for all projects.

COMMUNITY ENGAGEMENT

A formal consultation process was not required.

STRATEGIES/PLANS

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

FINANCIAL MANAGEMENT

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

RISK ASSESSMENT

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

In accordance Section 138 of the *Local Government Act 2020* a Quarterly Finance Report comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is required to be presented to Council at least every three months.

COMMUNICATION

The Finance Quarterly Report has been presented to the Audit and Risk Committee at the 9 May 2023 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).

CONFLICT OF INTEREST

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

CONCLUSION

The content included in this report and the attached documents are consistent with the adopted Budget and Long-Term Financial Plan after taking in to account the movements described above.

7.8 COUNCIL PLAN 2021-2025 IMPLEMENTATION - QUARTER 1

File Number:

Author: Emma Whitelaw, Business Partner Performance and Change

Authoriser: Lynnere Gray, Director Corporate Services

Attachments: 1. Council Plan Implementation Report – Quarter 1

RECOMMENDATION

That Council note the implementation of the Year 3, Quarter 1 actions (1 July 2023 to 30 September 2023) of the Council Plan 2021-2025.

EXECUTIVE SUMMARY

To update Council on the progress made in implementing Year 3, Quarter 1 actions of the Council Plan 2021-2025.

BACKGROUND

The Council Plan 2021-2025 is Council's commitment to delivering on the aspirations outlined in the Golden Plains Shire Community Vision 2040. The Plan plays a key role in setting the strategic direction of Council for the Council term and ensuring an integrated approach is taken to planning, monitoring and performance reporting.

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

The Council Plan has been informed by extensive community engagement and expands on the four Themes of the Community Vision - Community, Liveability, Sustainability and Prosperity with the inclusion of an additional theme in Leadership. The Themes and Community Priorities provide the framework for Golden Plains Shire to align its strategic objectives and actions to for the next four years.

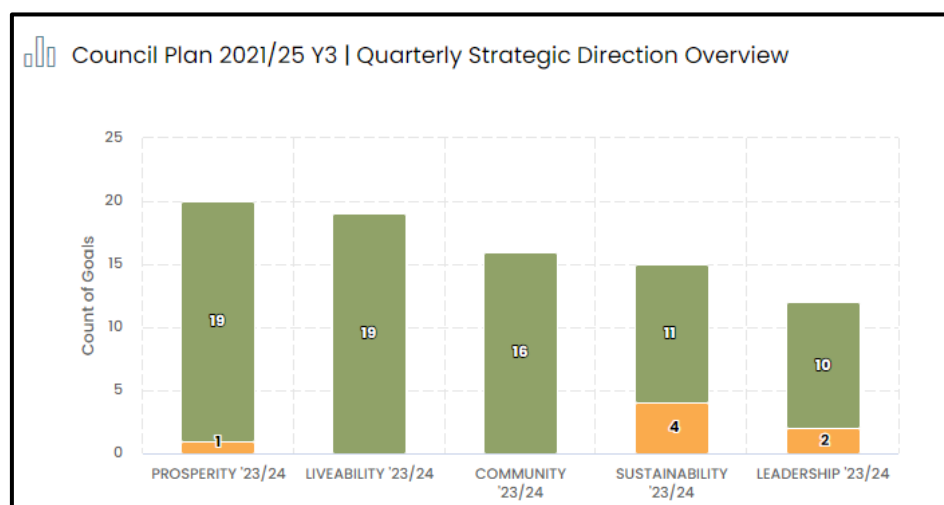
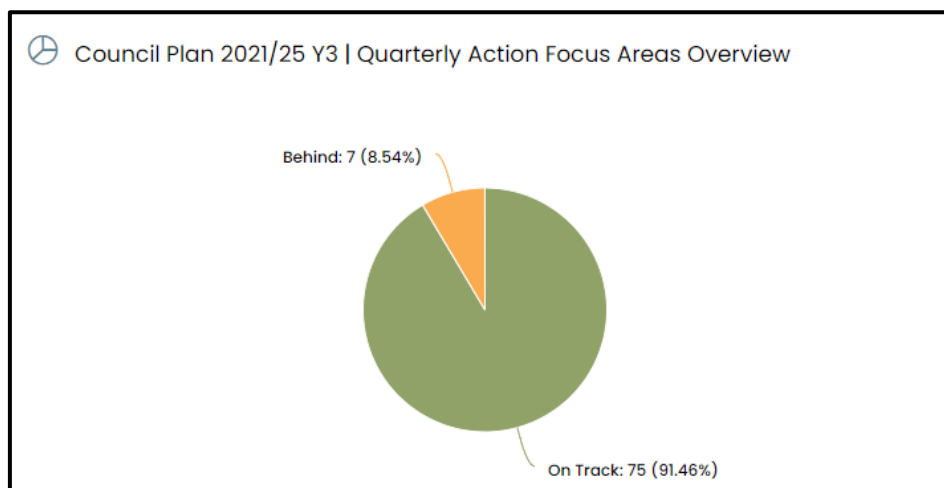
In addition, the Council Plan 2021- 2025 incorporates the Municipal Public Health and Wellbeing Plan (MPHWP) as required under the Public Health and Wellbeing Act 2008. This ensures the priorities for supporting, protecting, and improving the health and wellbeing of the Golden Plains Shire community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

DISCUSSION

Progress for the first quarter of Year 3 of the 2021-2025 Council Plan has commenced across all pillars in the implementation of the plan. A detailed explanation of all actions completed are included in Attachment: 1. Council Plan Implementation Report – Quarter 1.

Delivery of Year 3 Council Plan Actions have progressed well throughout the quarter, with progress commencing across most of the 82 actions, with some actions well underway.

Seven of the 82 actions are experiencing slight delays during the reporting period. The delays in these actions are identified and detailed in the attached report. Across the Quarter 2 reporting period Council Officers will continue to work with the Senior Management Team to address factors which are causing a delay in the achievement of these actions.



Key updates from the Strategic Direction of community for Quarter 1 include opening of Round 2 2023 Community Strengthening Grants and the awarding of six successful grant applications through the 2023 Berrybank Windfarm Community Grants for community events and recreation infrastructure. Further highlights include a Reflect Reconciliation Action Plan (RAP) review to measure progression and determine next steps in Council's Reconciliation Journey, completion of a shire wide Cultural and Creative Ecologies Mapping and Survey and ongoing support to community groups to manage community facilities including the adoption of the Smythesdale Gardens and Brewery Dam Reserve Masterplan.

Key updates from the Strategic Direction of liveability for Quarter 1 include the development of a Tracks and Trails Strategy, the completion of new footpath upgrades in Teesdale, Haddon and Rokewood and community consultation on a 10-year Footpath Strategy. Across the quarter planning and design of pedestrian crossings in a number of Shire locations commenced, and detailed designs were completed for the Victoria Park Netball Changeroom Project, Bannockburn Skate Bowl and Bike Park, Inverleigh Active Youth Space and for a Woody Yaloak Netball/ Tennis Court Upgrade. Council continues to support programs, initiatives, and services to promote health and wellbeing, highlights include the delivery of the Spring into Summer Program, planning of the 2023 Seniors Festival and launch of the Reusable Products Rebate Program.

Key updates from the Strategic Direction of sustainability for Quarter 1 include public consultation of the draft Moorabool River Reserve Master Plan and submission of funding proposal for the CCMA Kitjarra-dja-bul Bullarto langi-ut project for priority activities to be implemented as part of the Moorabool River Reserve Master Plan. Key waste activities include the preparation of a final proposal for the introduction of a glass bin across the municipality and the progressing of landfill rehabilitation plans for the closed Rokewood landfill site. Bannockburn flood studies commenced during the reporting period and three major flood recovery projects have started and include

upgrades to Parkers Road, Russell's Bridge, Nesters Road, Corindhap and Riddles Road, Bannockburn.

Key updates from the Strategic Direction of prosperity for Quarter 1 include planning and preparation of the Haddon Kindergarten and Bannockburn Extension Modular Projects which are both expected to commence during the Quarter 2 reporting period. Confirmation of 2024 three- and four-year-old kindergarten enrolments occurred this quarter and youth activities continue with the delivery of the work readiness program. Redesigning of the Buy Local Christmas Campaign commenced along with the exploration of short-stay accommodation options across the municipality and activation of participation of local food trucks and market stall holders for upcoming music festivals.

Key updates from the Strategic Direction of leadership for Quarter 1 include the preparation of the 2024 Local Government election with the adoption of an updated Election Period Policy, adoption of strategic risks and identification of efficiencies and cost savings of the 2023-24 budget and the formulation of the 2024-25 budget. Further deliverables include the delivery of the SharePoint Cloud Records project and implementation of the new Performance Review and Planning (PRP) cycle to align with the development of a future ready workforce.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

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

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

POLICY/RELEVANT LAW

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

PUBLIC TRANSPARENCY

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

STRATEGIES/PLANS

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

SERVICE PERFORMANCE

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

RISK ASSESSMENT

There are no identified risk implications associated with this report.

COMMUNICATION

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

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 – that Council note the implementation of Year 3, Quarter 1 (1 July 2023 to 30 September 2023) actions of the Council Plan 2021-2025.

This option is recommended by officers as the report provides an overview of the implementation of the actions as outlined in the Plan.

Option 2 – that Council do not note the implementation of Year 3, Quarter 1 (1 July 2023 to 30 September 2023) actions of the Council Plan 2021-2025.

This option is not recommended by officers as the actions have already taken place.

CONFLICT OF INTEREST

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

CONCLUSION

As outlined in the attached report, actions for Year 3, Quarter 1 actions (01 July 2023 to 30 September 2023) of the Council Plan 2021-2025 have commenced, with some well underway. Continued action and future planning will continue to see the successful progression and completion of the Council Plan 2021-2025.

7.9 COUNCILLOR EXPENSES AND MEETING ATTENDANCE REPORT - QUARTER 1**File Number:****Author:** Rosie Wright, Coordinator Governance and Risk**Authoriser:** Lynne Gray, Director Corporate Services**Attachments:** 1. Councillors Expenditure YTD 2023-2024**RECOMMENDATION**

That Council note the contents of the Councillor Expenses and attendance report for quarter one of 2023/24.

EXECUTIVE SUMMARY

The report provides a record of expenditure made on behalf of Councillors in the performance of their duties for quarter one of 2023/24. This report also includes quarterly updates on Councillor attendance at both scheduled and unscheduled meetings of Council, to provide transparency on Council decision making.

BACKGROUND

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

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

DISCUSSION

Summarised in the attached document are the figures for expenses for the Mayor and Councillors for quarter one of 2023/24. This report is the first report in accordance with the updated Councillor Support and Expenses Policy, adopted 25 July 2023.

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

Category	Annual Budget \$	Actual \$ YTD	Percentage spent
Conferences & Training Expenses	25,445	3,264.73	12.83%
Travel Expenses	5,830	71.98	1.24%
Car Expenses	12,999	841.63	6.48%
IT & Communications	6,685	290.03	4.34%
Childcare Expenses	-	-	-
Total Councillor Expenses	50,959	4,468.37	8.77%

Councillor attendance at scheduled and unscheduled meetings of council

The table below outlines the Councillor attendance at both scheduled and unscheduled meetings of Council for quarter one of 2023/24.

Council held the following meetings: 3 scheduled Council meetings - July (25th), August (22nd), September (25th).

Councillor	Scheduled meetings (3 meetings)	Unscheduled meetings (0 meetings)	Total meetings (Q1 Jul – Sep 2023)	Total meetings (YTD 2022-23)
Brett Cunningham	3	-	3	3
Gavin Gamble	3	-	3	3
Ian Getsom	3	-	3	3
Helena Kirby	3	-	3	3
Les Rowe	1	-	1	1
Owen Sharkey	3	-	3	3
Clayton Whitfield	3	-	3	3

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

POLICY/RELEVANT LAW

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

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

PUBLIC TRANSPARENCY

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

FINANCIAL MANAGEMENT

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

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 – That Council note the contents of this report.

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

Option 2 – That Council defer the report.

This option is not recommended by officers as the report provides an update on Councillor expenses and attendance for quarter one 2023/24.

CONFLICT OF INTEREST

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

CONCLUSION

That Council note the contents of the Councillor Expenses and attendance report for quarter one of 2023/24 being the quarter ended 30 September 2023.

7.10 AUDIT AND RISK COMMITTEE MEETING MINUTES - 14 NOVEMBER 2023**File Number:****Author:** Sophie Brown, Governance and Risk Specialist**Authoriser:** Lynne Gray, Director Corporate Services**Attachments:** 1. Unconfirmed Audit & Risk Committee Meeting Minutes - 14 November 2023**RECOMMENDATION**

That Council note the unconfirmed minutes from the Audit & Risk Committee meeting held on 14 November 2023.

EXECUTIVE SUMMARY

This report is being submitted to Council to provide a summary of business considered at the 14 November 2023 meeting of the Audit & Risk Committee.

The unconfirmed minutes are provided in Attachment 1 for Council's noting.

The Audit & Risk Committee also considered one confidential report regarding the tender for Council's internal audit services.

BACKGROUND

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

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

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

POLICY/RELEVANT LAW

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

PUBLIC TRANSPARENCY

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

RISK ASSESSMENT

There are no identified risk implications associated with this report.

HUMAN RIGHTS CHARTER

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

CONFLICT OF INTEREST

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

CONCLUSION

This report provides a summary to Council of business considered at the 14 November 2023 meeting of the Audit & Risk Committee. The next meeting of the Audit & Risk Committee will be held on 13 February 2024.

7.11 TENDER FOR SLATE QUARRY ROAD, MEREDITH - 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 the Contract GPSC-RFT-12-2023 - Slate Quarry Road Improvement, Meredith to Bild Infrastructure Pty Ltd for the sum of \$787,820 (incl. GST).
2. Delegates to the Chief Executive Officer or his delegate authority to execute the contract on behalf of council.

EXECUTIVE SUMMARY

Slate Quarry Road east from Ballan-Meredith Road is a single lane road for 800m then widens to a two-lane road connecting with Geelong-Ballarat Road. It is proposed to widen the existing single lane road section to a two-lane sealed road and improve the intersections with Ballan-Meredith Road and Watson Steet. This contract includes all Civil works required to complete the scope of works as defined in the construction drawings and schedule of quantities. Works to include widening of the existing road, installation of new box culverts across Ballan-Meredith Road and drainage improvements with upgrades to private driveway culverts.

BACKGROUND

Slate Quarry Road bridge was recently upgraded to a two-lane bridge with unrestricted access. Improvements to the remainder of Slate Quarry Road will improve safety and increase the level of service for all road users. The project is funded under the Local Roads Community Infrastructure Program Phase 4.

DISCUSSION

The tender was originally advertised on 8 September 2023, closing 4 October 2023, with 12 submissions received on closing. The submissions were reviewed, and compliance checked, with nil submissions identified as non-compliant. After the evaluation panel members had reviewed and scored each tender independently, a consensus evaluation meeting was held on 26 and 31 October 2023. Bild Infrastructure 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 detailed Confidential Tender Evaluation Report has been previously provided to Councillors.

Refer Figures below of site map, photo of existing road layout, design cross section and intersection of Ballan-Meredith Road.



REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

Implications	Applicable to this Report
Governance Principles (Consideration of the Governance Principles under s.9 of LGA 2020)	No
Policy/Relevant Law (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
Environmental/Sustainability Implications (Consideration of the Governance Principles under s.9 of LGA 2020)	No
Community Engagement (Consideration of Community Engagement Principles under s.56 LGA 2020)	Yes
Public Transparency (Consideration of Public Transparency Principles under s.58 of LGA 2020)	Yes
Strategies and Plans (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	No
Financial Management (Consideration of Financial Management Principles under s.101 of LGA 2020)	Yes
Service Performance (Consideration of Service Performance Principles under s.106 of LGA 2020)	No
Risk Assessment	Yes
Communication	Yes
Human Rights Charter	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-12-2023- Slate Quarry Road Improvement, Meredith complies with the current GPSC Procurement Policy and the *Local Government Act 2020*.

COMMUNITY ENGAGEMENT

Notification to the community will occur during construction program informing of detours and access requirements.

PUBLIC TRANSPARENCY

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

FINANCIAL MANAGEMENT

The tender is funded under Local Roads & Community Infrastructure (LCRI) Phase 4 program with a budget of \$769,282. The tender is within available budget.

RISK ASSESSMENT

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

Risks were considered by the evaluation panel requirements associated with this specific type of work including construction in road reserves, management of traffic and protection of vegetation during works. All risk activities 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-12-2023- Slate Quarry Road Improvement, Meredith.

This option is recommended by Council officers through a thorough Tender evaluation and selection process which recommends Slate Quarry Road Improvements be awarded to Bild Infrastructure Pty Ltd.

Option 2 – Approve Tender Award – GPSC-RFT-12-2023- Slate Quarry Road Improvement, Meredith to an alternative supplier.

This option is not recommended by Council officers through the Tender evaluation and selection process which recommends Slate Quarry Road Improvement, Meredith be awarded to Bild Infrastructure Pty Ltd as they were identified by panel consensus as the most suitable supplier to provide 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 is funded by the Federal Government with project milestones required to be under the funding agreement. 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 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-12-2023- Slate Quarry Road Improvement, Meredith project as outlined in this report to ensure compliance with:

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

In conclusion, Bild Infrastructure Pty Ltd met the Council's tender requirements and is considered best placed to provide these services for Council.

8 NOTICES OF MOTION

Nil

9 PETITIONS

Nil

10 CONFIDENTIAL REPORTS FOR DECISION

Nil