

AGENDA

Council Meeting

6.00pm Tuesday 19 December 2023

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

NEXT COUNCIL MEETING
6.00pm Tuesday 27 February 2024

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 28 November 2023.

5 DECLARATION OF CONFLICT OF INTEREST

6 PUBLIC QUESTION TIME

7 BUSINESS REPORTS FOR DECISION



7.1 DELEGATES REPORT & INFORMAL MEETINGS OF COUNCILLORS RECORDS

File Number:

Author: Elise Holmes, Executive Assistant to the CEO

Authoriser: Eric Braslis, CEO

Attachments:

1. **Informal Meeting of Councillors Record - Strategic Briefing - 5 December 2023** 
2. **Informal Meeting of Councillors Record - Briefing - 12 December 2023** 

RECOMMENDATION

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

EXECUTIVE SUMMARY

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

MANDATORY BOARDS / COMMITTEES / MEETINGS

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

COMMUNITY ENGAGEMENT / EVENTS

Cr Cunningham

- Bannockburn Chamber of Commerce Christmas Function at Bannockburn Bowls Club
- Peri Urban Councils Victoria Board Meeting
- Golden Plains Farmers' Market in Bannockburn
- Geelong West CFA – Linton Bushfire Memorial Service
- International Day of People with Disability Guest Speaker at Bannockburn
- Barwon Water Breakfast
- Golden Plains Wind Farm Tour – Rokewood
- Greater Ballarat Regional Alliance of Councils Committee Meeting
- 2023 Mayoral Student Awards – Lethbridge Primary School

- 2023 Mayoral Student Award – St Mary MacKillop Catholic Primary School
- 2023 Mayoral Student Award – Shelford Primary School
- Golden Plains Twilight Market in Bannockburn
- Golden Plains Shire Youth Volunteer Thankyou Dinner

Cr Gamble

- Golden Plains Farmers' Market in Bannockburn
- G21 Transport and Planning Pillar Meeting
- Golden Plains Farmers Market
- Meredith Primary School – Mayoral Student Award Presentation
- Teesdale Kindergarten End of Year Event
- Golden Plains Twilight Market
- Teesdale Primary School - Mayoral Student Award Presentation
- Teesdale Twilight Market and Carols

Cr Getsom

- Mannibadar Community Plan Launch and Christmas Dinner
- Timber Towns Victoria General Meeting

Cr Kirby

- Golden Plains Farmers' Market in Bannockburn
- Golden Plains Wind Farm Tour – Rokewood
- Golden Plains Twilight Market in Bannockburn

Cr Rowe

-

Cr Sharkey

- Golden Plains Farmers' Market in Bannockburn
- Council Budget Working Group Meeting
- Ministerial Roundtable – Developing a New Plan for Victoria in Melbourne
- Golden Plains Twilight Market in Bannockburn
- Geelong Regional Library Corporation Annual Board Strategic Planning Workshop

Cr Whitfield

- Golden Plains Farmers' Market in Bannockburn
- 2023 Mayoral Student Awards – Woody Yaloak Primary School Scarsdale Campus
- Council Budget Working Group Meeting
- Golden Plains Twilight Market in Bannockburn

INFORMAL MEETINGS OF COUNCILLORS

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

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

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

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

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

7.2 COUNCIL COMMITTEE DELEGATES 2024

File Number:**Author:** Eric Braslis, CEO**Authoriser:** Eric Braslis, CEO**Attachments:** 1. Council Committee Delegates 2024 **RECOMMENDATION**

That Council appoints Councillor delegates to the various internal and external organisations and committees for 2024 as attached.

EXECUTIVE SUMMARY

To determine the appointment of Councillors and officers to various internal and external organisations and committees for 2024.

BACKGROUND

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

POLICY CONTENT

Local Government Act 2020

DISCUSSION

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

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

| | |
|---|-----|
| Financial Management (Consideration of Financial Management Principles under s.101 of LGA 2020) | No |
| Service Performance (Consideration of Service Performance Principles under s.106 of LGA 2020) | No |
| Risk Assessment | No |
| Communication | Yes |
| Human Rights Charter | Yes |

COMMUNICATION

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

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 - That Council resolves to appoint Councillors to the various committees.

This option recommended by officers.

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

This option is not recommended by officers.

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

This option is not recommended by officers.

CONFLICT OF INTEREST

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

CONCLUSION

Council is required to determine its representatives on several internal and external committees for 2024.

7.3 SCHEDULE FOR 2024 COUNCIL MEETINGS

File Number:**Author:** Elise Holmes, Executive Assistant to the CEO**Authoriser:** Eric Braslis, CEO**Attachments:** 1. 2024 Council Meeting Schedule - Rotation **RECOMMENDATION**

That Council adopt Option 1, as attached, as the 2024 Council Meetings schedule.

EXECUTIVE SUMMARY

To confirm the Council meeting schedule for 2024.

BACKGROUND

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

DISCUSSIONMeeting Locations

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

Since the onset of COVID and the introduction of state-of-the-art technology within the Golden Plains Civic Centre Council Chambers and The Well, the tyranny of distance no longer exists, as residents from across the whole of the Shire can watch and interact with the Council virtually. The use of the technology has been widely accepted by the Community with many more watching the Livestream and You Tube recordings, than had previously attended Council meetings.

The public are increasing taking the opportunity to make submissions or ask public questions virtually, all appreciating the opportunity of not having to drive to a Council meeting, but still able to voice their positions and interact with Councillors from the comfort of their home.

Not only does this technology improve the level of engagement for the community, but also ensure that Councillors are not disadvantaged should they not be able to attend a Council meeting and need to participate virtually. Again, these facilities are only available from the Civic Centre and The Well.

In terms of those that still wish to physical attend a Council meeting, The Well is in our largest northern township, is in the Shire's Northern Service Hub, is a modern facility and contains permanent staff that can assist with the setup and clean-up before and after the Council meetings. The Well services the broader community and is only 5-10min from the nearby communities of Linton, Scarsdale, Haddon and Ross Creek. Similarly, the Golden Plains Civic Centre provides all the above facilities and functions and is 10min from the surrounding townships of Inverleigh, Teesdale, Lethbridge and Batesford.

Community participation is an essential component of local democracy and given that there are 2 modern and contemporary facilities (north and south) that allow for the addition of virtual interaction, it is unreasonable that Council require members of the community to spend 2 hours driving back and forth to a Council meeting when we have the technology at the service centres that allow them to attend virtually.

Meeting Rotations

It is noted that across the nine G21 and Ballarat Regional Alliance of Councils, 5 host meetings from the primary office only and the remainder split meetings between venues; but primarily from the main centre and a couple from a smaller township.

| | |
|--------------------|--|
| Queenscliff | Queenscliff Town Hall |
| Ballarat | Ballarat Town Hall |
| Central Goldfields | Maryborough Community Hub |
| Hepburn | Daylesford Town Hall |
| Moorabool | Ballan Council Chambers |
| Pyrenees | Shire Office Beaufort (10) - Avoca (2) |
| Colac Otway | Colac Otway Performing Arts & Cultural Centre (9) - Apollo Bay (2) |
| Surf Coast Shire | Surf Coast Shire Office Torquay (9) – other location (2) |
| Geelong | Geelong City Hall (8) – other location (4) |

Based on the above and the fact that over 60% of GPS population surrounding the Civic Centre and less than 30% surrounds The Well, Option 3 would be a more appropriate schedule.

Legislative Compliance

Council must have regard for the recent changes to the Local Government Act and our Governance Rules, where it is now legislated that Councillors are able to attend meetings virtually. At the moment, this cannot occur when meetings are held at the Linton Community Hub, therefore disadvantaging Councillors when meetings are held elsewhere. This inadvertently impacts upon democracy if a Councillor is not able to participate in a Council meeting due meetings being held at facilities that are not appropriately serviced.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

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

COMMUNICATION

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

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 - That Council resolves to adopt Option 1 for the schedule for the 2024 Council Meetings.

This option is recommended by officers.

Option 2 - That Council resolves to adopt another Option for the schedule for the 2024 Council Meetings.

Alternative schedules could be considered for meeting locations.

Option 3 - That Council resolves to defer the decision on the schedule for the 2024 Council Meetings.

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

CONFLICT OF INTEREST

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

CONCLUSION

Council is required to confirm Council Meeting dates for 2024.

7.4 COUNCILLOR ENGAGEMENT 2024

File Number:**Author:** Lisa Baldock, Coordinator Communications and Engagement**Authoriser:** Eric Braslis, CEO**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Acknowledge the success of the Councillor Engagement 2023 program.
 2. Conduct Community Engagement on the draft Annual Budget in May 2024, including providing the community an opportunity to speak their submissions.
 3. Conduct Councillor Listening Posts at the Bannockburn Farmers Market in February 2024 and the Smythesdale Community Market in the first quarter of 2024.
 4. Note that it must be concluded by the 30 June 2024.
-

EXECUTIVE SUMMARY

Golden Plains Shire is a large and diverse local government area, and it is Council's responsibility to ensure all community members have an opportunity to engage with Councillors on matters that affect them and the community's future.

The priorities of the Golden Plains communities will differ. The complexity of issues will differ and it is Council's aims to involve and collaborate more, and to champion an early, broad and more deliberative approach with the community.

Council is committed to working with the community to make better decisions in the interest of the Golden Plains Shire and is working to articulate the Council's priorities set out in the 2021 Community Engagement Policy. The Policy sets out a whole-of-council commitment to community engagement where the community will be:

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

Reflecting the clear commitment of the Golden Plains Shire councillor group, a successful program of councillor engagement was undertaken in 2021, the first year of the council term. In 2022, a feature of the second year of Council was advocacy for the Federal and State elections.

Balancing these commitments, the 2023 Councillor Engagement Program included participating in two virtual forums for the development of the Budget 2023/24, attending 4 local community events; Inverleigh Food Swap, Linton Food Truck and Movie Night, Golden Plains Farmers Market and Smythesdale Country Market, in addition to various Community Plan launches.

BACKGROUND

In 2021, Council adopted its Community Engagement Policy, promoting the Community Engagement Register and launching the Engage e-newsletter. Over the past three years, various engagement opportunities, including Coffee with your Councillors events, Councillor listening posts, virtual forums, community group meetings, presentations at markets in and around the Shire, providing the roadmap for strengthening the connection between Councillors and the community.

Since the Councillor Engagement Program was launched, various engagement opportunities have been held. Coffee with your Councillors events have been held in Haddon, Ross Creek, Linton, Napoleons, Cape Clear, Meredith, Lethbridge, Teesdale Inverleigh, Scarsdale, Smythesdale, Garibaldi, Enfield, Dereel, Rokewood, Shelford, Murgheboluc, Batesford and Bannockburn. Connecting Councillors and Community Groups was achieved through an expressions of interest from local community groups and associations to host Golden Plains Shire Councillors at a meeting of their groups. Additionally, Councillor hosted stalls at Markets and attend the launches of Community Plans.

DISCUSSION

Council is committed to open engagement, seeking genuine input from residents and ratepayers on decisions impacting their lives. The Councillor Engagement Program, including Conversation Posts and virtual forums, facilitates face-to-face and virtual interactions, ensures Councillors are well-informed about residents' views and concerns, that impact their lives and their communities.

Council's commitment to meaningful consultation is embedded in the development of Council's strategies, plans and projects and all community engagement is presented to Council in reports seeking decisions on the relevant activities.

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

In the pivotal year of 2024, as the political landscape undergoes its quadrennial transformation, the significance of councillors prioritising council engagement cannot be overstated. In an election year, the decisions made by local representatives resonate profoundly with constituents, shaping the community's trajectory for years to come.

It is recommended that Council commit to the annual Budget Submissions process in May with listening posts in Bannockburn and Smythesdale. Additionally, Council commit to providing residents an opportunity to speak to their submission on the Draft Council Budget in May via in person conversations with Council at a date to be determined, including an online forum.

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) | No |
| Strategies and Plans (Consideration of Strategic Planning Principles under s.89 of LGA 2020) | Yes |
| Financial Management (Consideration of Financial Management Principles under s.101 of LGA 2020) | No |
| Service Performance (Consideration of Service Performance Principles under s.106 of LGA 2020) | No |
| Risk Assessment | No |
| Communication | Yes |
| Human Rights Charter | Yes |

POLICY/RELEVANT LAW

- Election Period Policy will apply from 24 September 2024 until 6pm on Election Day, being 26 October 2024 inclusive.
- The policy contains restrictions on the type of communication and engagement that can be conducted during this period.

COMMUNITY ENGAGEMENT

The Councillor Engagement Program strategically aligns with the Council's commitment to quality, open community engagement. These direct consultations foster open dialogue, allowing Councillors to hear firsthand from community members, reinforcing the relationship between Council and the community.

Council engagement forms the bedrock of a vibrant democracy, serving as a conduit for dialogue between elected officials and the public. Councillors, cognizant of the electoral pulse, must actively seek and value the input of their constituents. Transparent communication and inclusive decision-making enhance public trust, fostering a sense of shared responsibility in shaping the future.

Ultimately, as 2024 unfolds, councillors should recognise that robust council engagement not only bolsters the democratic process but also fortifies the foundation upon which a thriving, responsive local government stands. In this election year, the resonance of community voices becomes a defining factor in the success and legitimacy of elected representatives.

STRATEGIES/PLANS

Community Engagement Policy

Council Plan 2021-2025

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

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

RISK ASSESSMENT

COMMUNICATION

The Councillor Engagement Program will be promoted through varied communications channels including, digital and print formats, for example; the Gazette, Council News in the Golden Plains Times, Council's website, Council's social media, Council's Mayoral social media, Council's email newsletters, community newsletters and In The Loop newsletter.

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: As per Recommendation.

Option 2: Amend the Community Engagement Program to include additional events.

CONFLICT OF INTEREST

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



CONCLUSION

Following the success of the Councillor Engagement program and as 2024 unfolds, councillors should recognise that robust council engagement not only bolsters the democratic process but also fortifies the foundation upon which a thriving, responsive local government stands. In this election year, the resonance of community voices becomes a defining factor in the success and legitimacy of elected representatives.

Councillors are asked to consider their views on whether to host a Councillor Engagement 2024 program. Should Council determine to host a program, note that it must be concluded by the 30 June 2024.

Your input will guide the planning and execution of the 2024 Councillor Engagement Program.

7.5 MUNICIPAL HEALTH AND WELLBEING PLAN YEAR 2 - MONITORING AND EVALUATION REPORT

File Number:**Author:** Jess Bowen, Social and Population Health Planner**Authoriser:** Emma Wheatland, Acting Director Community, Planning and Growth**Attachments:**
1. Municipal Health and Wellbeing Year 2 Infographic Report 
2. Year 2 Monitoring & Evaluation Report **RECOMMENDATION**

That Council:

1. Notes that the Municipal Health and Wellbeing Plan Year 2, Monitoring and Evaluation Report fulfils Council's annual review requirements under the Public Health and Wellbeing Act 2008.
 2. Notes that the year 2 monitoring and evaluation process has been effective in documenting both short and medium-term outcomes as well as measuring the collective success of our work across our five health priority areas.
 3. Notes that the Community Health and Wellbeing team will revise and update the monitoring and evaluation processes for year 3 of the Municipal Public Health and Wellbeing Plan.
-

EXECUTIVE SUMMARY

This report presents the year 2 monitoring and evaluation report for the Municipal Health and Wellbeing Plan (MPHWP) fulfilling Council's requirements under the Public Health and Wellbeing Act 2008 to review the MPHWP annually. It documents the activities of contributing partners (both internal council departments and external partner organisations) as they work towards improving the health and wellbeing of our communities via the MPHWP action plan.

A wide array of successes and learnings from partner activities are documented, noting significant involvement from additional contributors. The evaluation has introduced medium term impact evaluation questions for the first time with encouraging uptake by partners. The processes used to collect and interpret data will be reviewed and refined for future years of the MPHWP.

BACKGROUND

An annual review of the Golden Plains Shire MPHWP 2021-25 is a requirement of the Public Health and Wellbeing Act 2008, Section 26 (4) which states "A Council must review its MPHWP annually, and if appropriate, amend the Plan". In April 2018, the Health and Wellbeing team developed a Monitoring and Evaluation Framework and Plan, to assist health and wellbeing partners to capture learnings and the progress of collective health and wellbeing activities.

Five health priority areas (which align with the Council Plan priorities) are identified in the MPHWP and include:

- Improving Mental Health
- Increasing Active Living
- Preventing Family Violence and Advancing Gender Equity
- Increasing Healthy Eating
- Tackling Climate Change and its Impact on Health

The MPHWP action plan, brings together the activities of around 35 partners. Golden Plains Shire Council is uniquely positioned to receive Department of Health 'Community Health – Health

Promotion Funds' which provides essential resourcing and support to assist with the delivery of the MPHWP Action Plan and in providing support to partners.

Both quantitative and qualitative data has been collected using a personalised reporting template for each partner, listing their activities within the plan. The template asks the following evaluation questions to inform this monitoring and evaluation report:

- What did we do?
- How well did we do it?
- COVID-19 impact
- What are the changes we are seeing?

Partners participated in facilitated discussions at the annual partner forum delivered by the Health and Wellbeing Team. Discussions focused on the five MPHWP priorities, sharing insights, experiences and knowledge of their activities. The table discussions were designed to assist partners in planning their activities forward as well as reflecting on and sharing information about their activities. Topics for discussion included target groups, barriers, challenges, successes, and new ideas.

DISCUSSION

Year 2 of the MPHWP Action Plan has seen widespread collaboration between internal council departments, external partner organisations and additional contributors throughout the shire. This evaluation has been effective in documenting short- and medium-term outcomes, measuring the collective success of our work across our five health priority areas.

The impacts of partner activities were categorized across the broad areas of:

- Knowledge and awareness
- Skills and confidence
- Behaviors
- Environments
- Finances and funding

Successes and learnings/opportunities were identified in the broad areas of:

- Collective action/Collaboration
- Communication and promotion
- Engagement
- Adaptation
- Budgets, funding and resources
- Infrastructure, location and facilities
- Program design and delivery
- Accessibility and travel
- Evaluation, impact measuring and reporting
- Training and capacity building
- Community involvement and volunteering

The plan for year 3 of the MPHWP 2021-2025 is continued implementation of our Monitoring and Evaluation Plan with enhanced partner capacity building and engagement. The annual partner forum will be refined, and the evaluation template will be reviewed and improved, to enhance efficiency and ease of use. This report will be shared with all partners to communicate our learnings and inform the remaining years of the 2021-2025 planning cycle.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

The process of creating the MPHWP year 2 monitoring and evaluation report was undertaken in accordance with the Governance Principles of Section 9 of the Local Government Act 2020 which includes:

- Priority is given to achieving the best outcomes for the municipal community;
- Innovation and continuous improvement are to be pursued;

Key to the principles of governance is utilising this report to improve the processes used to collect the information informing the report. The Health and Wellbeing team share these results with partners to enhance the delivery of new and innovative projects and activities.

POLICY/RELEVANT LAW

Every four years, Council is required to prepare a Municipal Public Health and Wellbeing Plan (MPHWP), as a requirement under the Public Health and Wellbeing Act 2008. An annual review of

the Golden Plains Shire MPHWP 2021-25 is a requirement of the Public Health and Wellbeing Act 2008, Section 26 (4) states “A Council must review its MPHWP annually, and if appropriate, amend the Plan”.

ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

With *tackling climate change and its impacts on health* listed as one of the five health and wellbeing priorities on the MPHWP. This report ensures that partner activities contributing to environment and sustainability are a core element of the report. Including environment and sustainability implications acknowledges the many intersections between economic, social, environmental and climate change and the effects on health and wellbeing.

COMMUNITY ENGAGEMENT

The data used to inform this report was collected directly from stakeholders and did not involve community engagement.

PUBLIC TRANSPARENCY

The development of the MPHWP year 2 monitoring and evaluation report has been an open and transparent process in accordance with the public transparency principles of the Local Government Act 2020.

STRATEGIES/PLANS

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

The processes and collection of data which informs the MPHWP year 2 monitoring and evaluation report has been undertaken in accordance with strategic planning principles including using an integrated approach to planning and monitoring, addressing the community vision and providing ongoing monitoring of the progress and regular reviews to identify and address changing circumstances.

FINANCIAL MANAGEMENT

Golden Plains Shire Council is uniquely positioned to receive Department of Health ‘Community Health – Health Promotion Funds’ which provides essential resourcing and support to assist with the delivery of the MPHWP Action Plan and in providing support to our partners. There are no immediate financial considerations associated with this report beyond this funding.

SERVICE PERFORMANCE

In accordance with the service performance principles under s.106 of the LGA 2020, this MPHWP year 2 monitoring and evaluation report documents activities delivered to the community which can assist in determining the needs of these communities and the effectiveness of current activities and programs. The report demonstrates a commitment to continuously improve service delivery to the municipal community which aligns with these service performance principles.

RISK ASSESSMENT

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

The MPHWP year 2 monitoring and evaluation report provides valuable information to both internal and external council partners across the five health and wellbeing priority areas. This information allows for refinement and improvement of the activities delivered to the community. The processes used to collect the data helps to enhance partner engagement. Without this collection of both qualitative and quantitative data used to develop the report, it is possible that the quality of activities may be reduced with impacts on the community in the areas of:

- Improving Mental Health
- Increasing Active Living
- Preventing Family Violence and Advancing Gender Equity
- Increasing Healthy Eating
- Tackling Climate Change and its Impact on Health

COMMUNICATION

The MPHWP year 2 monitoring and evaluation report will be shared with all partners involved in the MPHWP action plan. Any updates to the processes involved in the collection of data to inform the report will be communicated with all partners.

HUMAN RIGHTS CHARTER

This report does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act 2006 (VIC).

GENDER EQUALITY

Although there are no immediate gender inequality considerations associated with this report, Gender Impact Assessments will be undertaken at the appropriate time to ensure that the design of the report and the processes used to collect the data which informs it, will be considerate of gender equality.

OPTIONS

Option 1 – That Council notes and accepts the Municipal Public Health and Wellbeing plan year 2 monitoring and evaluation report as presented in this briefing report.

This option is recommended by officers as this report fulfils Council's requirements under the Public Health and Wellbeing Act 2008 to review the Municipal Public Health and Wellbeing plan annually.

Option 2 – That Council notes the Municipal Public Health and Wellbeing plan year 2 monitoring and evaluation report and recommend amendments to future reports.

Any recommendations for amendments will be considered for inclusion in the revise and update process for year 3 of the Municipal Public Health and Wellbeing Plan.

CONFLICT OF INTEREST

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

CONCLUSION

Year 2 of the MPHWP Action Plan has seen widespread collaboration between internal council departments and external partner organisations across the shire. The evaluation has been effective in documenting short- and medium-term outcomes and measuring the collective success of work across five Health Priority Areas.

This report will be shared with our health and wellbeing partners to communicate learnings and will inform the remaining years of the 2021-2025 planning cycle. The results will assist in reviewing current activities, and modifying or adjusting projects where necessary, with the opportunity to deliver new and innovative projects and activities. The aim of the Community Health and Wellbeing team is to ensure that we can deliver and evaluate activities that are impactful, effective, sustainable and meet the evolving needs of the community.

7.6 COVID-19 FINANCIAL HARDSHIP POLICY - RESCIND

File Number:

Author: Fiona Rae, Manager Finance

Authoriser: Lynnere Gray, Director Corporate Services

Attachments:

1. COVID-19 Financial Hardship Policy expired (without attachments)
2. Financial Hardship Policy (current) 

RECOMMENDATION

That Council rescind the expired COVID-19 Financial Hardship Policy.

EXECUTIVE SUMMARY

Council continues to provide financial hardship support to ratepayers in accordance with the Financial Hardship Policy through several mechanisms. These mechanisms are focussed on providing payment timing flexibility for ratepayers such as monthly and quarterly instalments options, supplemented by the ability to enter into a bespoke payment plan. The COVID-19 Financial Hardship Policy was a temporary policy to provide specific support to ratepayers during the COVID-19 pandemic. This policy lapsed in June 2022 and requires formal rescission.

BACKGROUND

Council approved the Finance Policy Updates (Attachment 1) at the August 2022 Council meeting which provided updates to the Financial Hardship Policy and the Borrowings Policy. The updates to the Financial Hardship Policy addressed a number of matters including:

- the completion of the COVID-19 financial hardship support package;
- incorporation of findings from the Victorian Ombudsman review of 2021; and
- guidelines from LGV and FinPro working group.

DISCUSSION

The purpose of this paper is to address an administrative oversight. The policy was rescinded and removed from Council's website, however, the recommendations included in the Finance Policy Updates paper failed to include the rescission recommendation specifically. This paper is aimed at correcting that error.

The Financial Hardship Policy includes a rescission statement in relation to the COVID-19 Financial Hardship Policy at page 11 of 11 (Attachment 2), therefore this information has been made publicly available since that time. This correction will formally record this decision in Council minutes.

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 |

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

GOVERNANCE PRINCIPLES

This 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 2014

Annual Budget

Financial Hardship Policy

COMMUNITY ENGAGEMENT

A formal consultation process was not required.

STRATEGIES/PLANS

The COVID-19 Financial Hardship Policy was approved by Council to support the ratepayers of Golden Plains Shire Council during the COVID-19 pandemic and has since lapsed. Post the pandemic, Council has approved updates to the Financial Hardship Policy.

FINANCIAL MANAGEMENT

Council provides assistance to customers will assist in the collection of rates and charges from customers as outlined in the current Financial Hardship Policy.

RISK ASSESSMENT

The COVID-19 Financial Hardship Policy lapsed in June 2022 and updates to the Financial Hardship Policy are in place. The lapsed Policy was removed from Council's website in August 2022. The risk assessment of this action is deemed to be low as is undertaking an administrative correction.

HUMAN RIGHTS CHARTER

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

OPTIONSOption 1 – That Council rescind the expired temporary COVID-19 Financial Hardship Policy.

This option is recommended by officers as the temporary policy is expired and is no longer required. The current Financial Hardship Policy outlines the support provided by Council to customers.

Option 2 – That Council not rescind the expired temporary COVID-19 Financial Hardship Policy.

This option is not recommended by officers as it the temporary policy is expired and no longer required.

CONFLICT OF INTEREST

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

CONCLUSION

The Financial Hardship Policy outlines the support and assistance provided by Council and is the current prevailing policy.

7.7 AWARDING OF TENDER - NETBALL PAVILION - VICTORIA PARK BANNOCKBURN**File Number:****Author:** Ben Jordan, Manager Recreation & Community Infrastructure**Authoriser:** Phil Josipovic, Director Infrastructure and Environment**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Resolves to award the Contract GPSC-RFT-17-2023- Bannockburn Victoria Park Netball Pavilion project to Bowden Corp Pty Ltd for the sum of \$904,114 excluding GST.
 2. Delegates to the Chief Executive Officer or his delegate authority to execute the contract on behalf of Council.
-

EXECUTIVE SUMMARY

Golden Plains Shire Council wishes to engage suitably qualified and experienced contractors to undertake the construction of a new netball pavilion at Victoria Park Recreation Reserve, Bannockburn.

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

BACKGROUND

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

The Bannockburn Football Netball Club netball pavilion has been highlighted as an area of concern and subject to community and Council advocacy due to the lack of adequate facilities available for participants, volunteers and spectators. The current facilities are basic and do not meet the demands of a strong and growing club in the Geelong District Football Netball League.

A new Netball Pavilion will support current and future participation and cater for a more diverse range of user groups. The pavilion upgrade will help bridge the gap between male and female facilities and provide a space that can be multipurpose in use. As the club is growing and there are many senior and junior scope participants, the pavilion will help address this increase and support other community groups to make use of the facility.

DISCUSSION

To support the timely delivery of this priority project, Council was successful in securing external funding from the following sources:

- \$690,000 from the Federal Government as a 2022 election commitment – to be provided as part of the 'Investing in Our Communities' program.
- \$1.1 million from the Victorian State Government as a 2022 election commitment - funding to be provided under Sport & Recreation Victoria's 2022-23 'Local Community Sport and Recreation' program.

To action these commitments, Council was required to submit applications to both funding streams in partnership with community.

Key deliverables outlined within the funding agreements include:

- the construction of a new netball pavilion which will include female friendly changerooms (x2), female friendly umpires change rooms (x2) with shared amenities, first aid room, office and dedicated storage space. The facility will also include DDA amenities.
- Refurbishments to the existing football change facilities to provide more female friendly rooms for umpires/players and DDA amenities. These works will be tendered as a separate project in early 2024.

The new netball pavilion will complement the existing netball and tennis courts, and further achieve key priorities outlined in both the Recreation Strategy and Site Masterplan.

Following the undertaking of a Detailed Design process in consultation with Bannockburn FNC and Sport and Recreation Victoria, works to deliver the Bannockburn Victoria Park Netball Pavilion will include:

- Two (2) female friendly player change rooms with amenities
- Two (2) female friendly umpires change rooms with shared amenities
- First Aid Room
- Office Space
- Dedicated storage space
- DDA WC amenities

The advertising of a public tender for the Bannockburn Victoria Park Netball Pavilion was undertaken between 13 October and 10 November 2023 with a total of ten (10) tenders received.

All ten tender submissions were reviewed and compliance checked, with all being deemed compliant. The Evaluation Panel members reviewed and scored each tender separately prior to a consensus evaluation meeting being held on the 23 November 2023 to agree on a consensus score for all criteria based on the documents submitted.

A further meeting was then held on the 30th of November to discuss clarifications and to confirm that the panel was recommending Bowden Corporation Pty Ltd as the preferred contractor.

Based on the qualitative (Capability, Capacity, Methodology, Local Content) and price scores, the panel all agreed by consensus that Bowden Corporation Pty Ltd is recommended as the preferred supplier for construction of the Netball Pavilion.

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

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

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

GOVERNANCE PRINCIPLES

The overarching Governance Principles of the Local Government 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-17-2023-Bannockburn Victoria Park Netball Pavilion complies with GPSC Procurement Policy and the *Local Government Act 2020*.

PUBLIC TRANSPARENCY

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

STRATEGIES/PLANS

The construction of a new Bannockburn Victoria Park Netball Pavilion actions a major item identified in the Bannockburn Victoria Park Recreation Reserve Masterplan (2020 Update).

This project is aligned with the objectives and principles of the Golden Plains Shire Community Vision 2040, Council Plan 2021-2025 and Sport and Active Recreation Strategy 2020-2030.

FINANCIAL MANAGEMENT

The project is co-funded by Sport and Recreation Victoria grant and Federal Government commitments. The total project budget is \$1.79 million (ex GST) inclusive of a 10% construction contingency sum from the following sources:

- | | |
|---------------------------------|----------------|
| • Sport and Recreation Victoria | \$1,100,000.00 |
| • Federal Election Commitments | \$ 690,000.00 |

Therefore, the '**whole of project**' funding is **\$1,790,000.00**

The 'whole of project' includes the following items:

- Victoria Park Netball Pavilion - Tendered Price for scope of works associated with this report - \$904,114
- Construction Contingency Sum of approx. 10% - \$90,411
- Professional Services – Architectural Fees and Municipal Building Surveyor - \$78,050
- Victoria Park AFL Female Friendly Change Room Refurbishment – to be undertaken as a later stage of works with remaining budget.

RISK ASSESSMENT

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

COMMUNICATION

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

HUMAN RIGHTS CHARTER

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

GENDER EQUALITY

The construction of a new Netball Pavilion at Victoria Park in Bannockburn will see the specific provision of gender-neutral change facilities for all users.

A GIA has been conducted and there are no identified gender inequality implications.

OPTIONS

Option 1 – Approve Tender Award – GPSC-RFT-17-2023-Bannockburn Victoria Park Netball Pavilion project to Bowden Corp Pty Ltd.

This option is recommended by Council officers through the Tender evaluation and selection process which recommends GPSC-RFT-17-2023- Bannockburn Victoria Park Netball Pavilion project to be awarded to Bowden Corp Pty Ltd.

Option 2 – Approve Tender Award – GPSC-RFT-17-2023-Bannockburn Victoria Park Netball Pavilion project to an alternative contractor.

This option is not recommended by Council officers as a thorough evaluation and selection process has been undertaken of all submissions presented for GPSC-RFT-17-2023- Bannockburn Victoria Park Netball Pavilion Reconstruction and Bowden Corp Pty Ltd was identified by panel consensus as the most suitable provider for these project works for Council.

Option 3 – Not award contract to any tenderer.

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

CONFLICT OF INTEREST

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

CONCLUSION

The Evaluation Panel has conducted a comprehensive and detailed assessment of the submissions received in response to Council's request for tender GPSC-RFT-17-2023-Bannockburn Victoria Park Netball Pavilion project as outlined in this report to ensure compliance with:

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

In conclusion, Bowden Corp Pty Ltd met Council's tender requirements for the Bannockburn Victoria Park Netball Pavilion and is considered best placed to provide these construction works for Council.

7.8 AWARDING OF TENDER - BANNOCKBURN SKATE BOWL

File Number:**Author:** Ben Jordan, Manager Recreation & Community Infrastructure**Authoriser:** Phil Josipovic, Director Infrastructure and Environment**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Resolves to award the Contract GPSC-RFT-16-2023 – Bannockburn Skate Bowl Construction Tender to Independent Concrete Constructions Pty Ltd for the cost of \$843,165.40 excluding GST.
2. Resolves to budget a \$50,000.00 contingency sum for the project, equating to a total project budget allowance of \$893,165.40 excluding GST.
3. Note that \$63,635 (excluding GST) of works in the contract relate to drainage maintenance that is separate to the funded project scope and will be funded from the Playgrounds and Skate Park Maintenance budget.
4. Note that the shortfall of \$70,913.23 (inclusive of a Project Construction Contingency allowance) for new Skate Bowl is to be funded from Council's Refurbishment of Playgrounds budget.
5. Delegates to the Chief Executive Officer or his delegate authority to execute the contract on behalf of Council.

EXECUTIVE SUMMARY

Golden Plains Shire Council wishes to engage a suitably qualified and experienced contractor to undertake the construction of the Bannockburn Skate Bowl and supporting infrastructure located within Victoria Park Recreational Reserve, Bannockburn.

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

BACKGROUND

This project will deliver a dynamic recreational and social space that meets the need of a rapidly growing community and is consistent with the vision, planning principles and a key recommendation of the Sport and Active Recreation Strategy 2020-2030 being *'explore opportunities to create a diversity of non-organised and unstructured physical activity opportunities that enable people to improve their health and wellbeing and to connect with one another.'*

In 2022, Council completed an upgrade to the Bannockburn Skate Park. Engagement undertaken including through a Youth Survey identified and upgraded Bannockburn Skate Park as a priority by the community for the following reasons:

- There is an increasingly strong demand from the community for more place-based, low-cost activities and programs where residents/participants can improve their health and wellbeing and at the same time make social connections with those living in their community.
- This project will aid in attracting young people (at risk of isolation) to the improved Bannockburn Skate Park, along with those who are socio-economically disadvantaged by offering a free activity that is readily accessible.

- Young women and girls will also have increased opportunities for participation in non-traditional, unstructured sporting activities and the expansion of this skate park will allow for multiple user groups to access the park at once.
- The Bannockburn Skate Park Upgrade will also provide a safe and accessible environment which, by being co-located with other facilities in their community, will allow increased supervision options for young children.

The addition of a Skate Bowl will make the Bannockburn precinct the premier skate facility in Golden Plains Shire Council and cater for the extensive projected growth. The Skate Bowl is of a small-medium size and aimed at intermediate level skate, scooter and BMX riders but considered suitable for a broad range of users and age cohorts. The project also includes seating, a picnic table, a barbeque, a shelter, sports lighting, connecting pathways and landscaping.

DISCUSSION

During mid-2022, an opportunity arose for Council to seek further funding for community infrastructure improvements, including the expansion of the existing Bannockburn Skate Park, through the Victorian State Government's Growing Suburbs Fund.

An application was prepared and submitted outlining the social and recreational benefits that improvements to the existing skate park (including a new Skate Bowl) could provide. This included safe, family-based informal recreation and the benefits that an enhanced facility could provide in attracting a broader range of users and the conducting of more youth events.

In October 2022, Council was advised of being successful in attracting \$805,000 for delivery of the next stage of the skate park development inclusive of:

- A multipurpose Skate Bowl
- Additional street furniture
- BBQ and shelter
- Facility lighting
- Connecting pathways.

Further engagement was undertaken via concept design and planning work that was presented back to community for feedback during April and May 2023. This informed the Detailed Design process, which was completed by appointed landscape architects in August 2023, for informing the construction tender documentation.

The Skate Bowl construction tender was publicly advertised from 29 September to 1 November 2023, with two (2) submissions received on closing. The submissions were reviewed, and compliance checked with both submissions being compliant.

After the Evaluation Panel members had individually reviewed and scored the two tenders, panel consensus evaluation meetings were held on 10 November 2023 and 28 November 2023 to agree on a consensus score for all criteria based on documents submitted.

On the completion of all assessments, the Evaluation Panel agreed to recommend Independent Concrete Constructions Pty Ltd as the preferred contractor for the Bannockburn Skate Park Bowl project.

Based on the qualitative measures (Capability, Capacity, Methodology, Local Content) and price scores, the panel all agreed by consensus to recommend Independent Concrete Constructions Pty Ltd as the preferred contractor for the Bannockburn Skate Park Bowl project.

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

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

The overarching Governance Principles of the Local Government 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-16-2023 – Bannockburn Skate Bowl Construction Tender complies with GPSC Procurement Policy and the Local Government Act 2020.

COMMUNITY ENGAGEMENT

Community engagement, including feedback from the Youth Survey 2021, was a key component informing the funding application for an upgraded Bannockburn Skate Park. The presentation and feedback on concept designs (inclusive of the Skate Bowl and supporting infrastructure) in early 2023 further informed the development of Detailed Designs.

PUBLIC TRANSPARENCY

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

STRATEGIES/PLANS

The Bannockburn Skate Bowl project is aligned with the objectives and principles of the Golden Plains Shire Community Vision 2040, Council Plan 2021-2025 and Sport and Active Recreation Strategy 2020-2030.

FINANCIAL MANAGEMENT

The project is funded by a Victorian Government Growing Suburbs Fund contribution of \$805,000.

The design fee for the project was \$46,382.83 (ex GST), leaving a total of \$758,617.17 available for construction.

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|-------------------------------|---------------------|
| Remaining Construction Budget | \$758,617.17 |
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| ICC's price for Construction of Skate Bowl and Associated Works is: | \$779,530.40 (ex GST) |
|---|-----------------------|

| | |
|---|-------------------|
| Recommended addition of Project Construction Contingency ¹ : | \$50,000 (ex GST) |
|---|-------------------|

| | |
|--|------------------------------|
| Value of ICC project works plus contingency is | \$829,530.40 (ex GST) |
|--|------------------------------|

¹Standard construction contingency of 10% has been assessed as not considered required for a project of this nature.

The funding shortfall of \$70,913.23 (inclusive of a Project Construction Contingency allowance) is proposed to be from the CP144010 – Refurbishment of Playgrounds account with programmed play space works currently ahead of schedule.

Separate to the project, works to rectify drainage issues² at the existing skate park have been quoted and will be engaged under the same contract with ICC for \$63,635 (ex GST). These works will be fully funded from EP123105 - Playgrounds and Skate Park Annual Maintenance account.

Therefore, the total Independent Concrete Constructions Pty Ltd contract will be for **\$843,165.40 (ex GST)** and budget required to complete all works (inclusive of contingency allowance) is estimated at **\$893,165.40 (ex GST)**.

²The drainage issues pre-date the 2022 Skate Park Upgrade.

RISK ASSESSMENT

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

COMMUNICATION

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

HUMAN RIGHTS CHARTER

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

GENDER EQUALITY

The delivery of an upgrade to the Skate Park in Bannockburn will provide improved recreation and social infrastructure for users of all genders.

A GIA has been conducted and there are no identified gender inequality implications.

OPTIONS

Option 1 – Approve Tender Award – GPSC-RFT-16-2023- Bannockburn Skate Bowl – Construction Tender to Independent Concrete Constructions Pty Ltd

This option is recommended by Council officers as an outcome of the Tender evaluation and selection process which has been undertaken and recommends that GPSC-RFT-16-2023 - Bannockburn Skate Bowl Construction be awarded to Independent Concrete Constructions Pty Ltd.

Option 2 – Approve Tender Award – GPSC-RFT-16-2023- Bannockburn Skate Bowl – Construction Tender to alternative supplier.

This option is not recommended by Council officers as a thorough evaluation and selection process has been undertaken of all submissions presented for GPSC-RFT-16-2023 - Bannockburn Skate Bowl Construction and Independent Concrete Constructions Pty Ltd was identified by panel consensus as the most suitable provider of these services to Council.

Option 3 – Not award contract to any tenderer.

This option is not recommended as the works have been advertised to the market and are funded with an external partner. 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 received in response to Council's request for tender GPSC-RFT-16-2023- Bannockburn Skate Bowl Construction Tender as outlined in this report to ensure compliance with the:

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

In conclusion, Independent Concrete Constructions Pty Ltd met Council's tender requirements for the Bannockburn Skate Bowl Construction project and is considered best placed to provide these services for Council.

8 NOTICES OF MOTION

8.1 NOTICE OF MOTION - REVIEW OF CONSIDERATION OF PLANNING APPLICATIONS IN FIRST QUARTER OF 2024

File Number:

Attachments: 1. **Notice of Motion - Cr Sharkey** 

I, Councillor Owen Sharkey, give notice that at the next Ordinary Meeting of Council be held on 19 December 2023, I intend to move the following motion:-

MOTION

That Council conducts a review of the Consideration of Planning Applications in the first quarter of 2024.

RATIONALE

The purpose of this motion is to ensure a comprehensive examination of the current Call-In Policy and Procedure, fostering a collaborative environment for the improvement of our planning processes.

Supporting Points:

1. Assess the current efficiency and effectiveness of the Call-In Policy and Procedure
2. Identify any ambiguities or areas for improvement within the existing framework
3. last done in April 2022
4. Propose any necessary amendments or updates to the Call-In Policy and Procedure. This motion aligns with our commitment to continuous improvement and best practices within our organisation.

I commend this Notice of Motion to Council.

8.2 NOTICE OF MOTION - LONG TERM FINANCIAL PLAN REPORT ON LOMANDRA DRIVE, TEESDALE

File Number:

Attachments: 1. Notice of Motion - Cr Whitfield 

I, Councillor Clayton Whitfield, give notice that at the next Ordinary Meeting of Council be held on 19 December 2023, I intend to move the following motion:-

MOTION

1. A detailed report to a Council Briefing be provided within 3 months on the potential impact to the Long Term Financial Plan of directing the profits of the sale of Council owned land in Lomandra Drive, Teesdale to a dedicated Reserve in the 2024/25 budget and onwards.
2. The above report to include potential uses of the land sale profits according to council plan priorities.
3. The report to include where the current proceeds of Lomandra Drive land sales have been spent and what projects/programs the future proceeds / profits are allocated to.

RATIONALE

The motivation behind this motion stems from the sluggish sales of land at Lomandra Drive, necessitating a strategic response in the current fiscally challenged environment. Recognising the need for financial diversification and stability.

I commend this Notice of Motion to Council.

9 PETITIONS

Nil

10 CONFIDENTIAL REPORTS FOR DECISION

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 66 of the Local Government Act 2020:

10.1 Golden Plains Shire - 2024 Community Awards

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

10.2 Bannockburn Southeast Precinct Structure Plan - Community Infrastructure and Open Space

This matter is considered to be confidential under Section 3(1) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with land use planning information, being information that if prematurely released is likely to encourage speculation in land values.
