

PERFORMANCE

STRATEGIC OBJECTIVE 3:

MAINTAINING NATURAL AND BUILT ENVIRONMENTS



The following statement reviews the performance of Council against the Council Plan, including results achieved in relation to the strategic indicators.

Strategic Indicator/measure	Result	Comments
Increased environmental sustainability and quality	—	Continued working with the Grampians Regional Climate Adaptation Group to develop a regional climate adaptation strategy. Commenced development of a Climate Change Action Plan for Council Planned 2019-20 activities completed. Council's Greenhouse Gas Emissions profile and Emissions Reduction Action Plan is in progress and a final draft completed. Findings from this work will give guidance to Council to decrease its emissions footprint. Local Government Power Purchase Agreement project for 100% renewable electricity supply ongoing. Some 40 Victorian Councils are participating in this project. Continuing to investigate solar for the roof of the BCC. Supplier appointed following request for quotation process. Initial structural engineer's report received indicating roof structure cannot support the weight of solar panels. Investigations commenced to identify works, if possible, to increase weight bearing capacity of roof.
Ensure that land use planning facilitates sustainable growth and maintains township character	—	Amendment C87 to incorporate the Inverleigh Structure Plan into the Planning Scheme was referred to an independent planning panel during Q2. The Panel Hearing was delayed due to COVID-19 however after lobbying from Council officers the panel hearing was held in July. Amendment C85 relating to the Northern Settlement Strategy was adopted by Council and referred to the Minister for Planning for approval. Council's collaboration with the Victorian Planning Authority on a new Bannockburn Growth Plan were finalised and significant progress on drafting the plan was achieved in the year. Council and the VPA are liaising closely with stakeholders and agencies to prepare a draft growth plan following the completion of 90% of the technical work. engaged consultants to prepare a servicing report to consider the development of land in the Cambrian Hill area and the likely costs associated with servicing development. This work has been finalised and will provide guidance to encourage private development. finalised the Teesdale Structure Plan which was adopted by Council in April. Officer are preparing the amendment to incorporate the new Structure Plan into the Golden Plains Planning Scheme. The amendment will be exhibited shortly after the Planning Policy Framework translation amendment is gazetted.
Recognition of Aboriginal Cultural Heritage in planning and development	—	Through land use planning and environmental management processes Council seeks to ensure that best practice principles are employed in the consideration of Aboriginal Cultural Heritage matters.
Ensure consistent delivery of the Roads Maintenance Program to adopted standards	—	Council has commenced the review of the Road Management Plan and nearing completion taking into account asset management plans. Council has undertaken proactive unsealed road maintenance as per the Gravel Road Maintenance Charter. Council and the Department of Transport (DoT) meet on a bi-annual schedule to discuss key issues and priorities for improvement works on the arterial road network within Golden Plains Shire. Recent discussion with DoT have focused on improvements to the Geelong Road, Clyde Road & Kelly Road intersection and the Midland Highway, Clyde Road intersection. Recent Government announcements confirmed funding for both these projects had been secured.

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Strategic Indicator/measure	Result	Comments
Improved and maintained community infrastructure and open space	—	A review of the Community Grants Program was completed to ensure the program was delivered efficiently and inline with best practice and aligned to Council's strategic direction. The new model was implemented in early 2020 with encouraging civic pride and community responsibility. *A variety of applications were received to the different streams which represents a shift towards a broader community development initiative. These included: - Projects to maintain and increase community connection through and after COVID-19 - 3 applications for a Community Safety Grant - 4 applications for a Creative Community Grant - 7 applications for a Healthy Active Living Grant - 3 applications for an Environment and Sustainability Grant. *Small grants guidelines for events and youth projects have been developed for projects which will encourage community connection and revitalisation of community pride. Implementation of these grants are currently on hold until further easing of COVID-19 restrictions.
Improved walkability and travel connections	\$54K grant	Path works as approved by Council in 2019-20 budget completed, including a new footpath along the east side of Byron street, connecting Pope street to Milton street and servicing the Bannockburn Heart. This project was partly funded by TAC via a \$54,000 grant. Other projects completed include Rokewood - 1.5m wide concrete path (Aitchison Street (Gibb Street & McMillan), rehabilitation of 1.5m wide asphalt path in Scarsdale along east side of Pitfield Scarsdale Road. In addition, 'Explore Bannockburn' Walking Loops signage designs completed.
Reduce fire impacts within the community	—	Roadside burning preparation (grading) completed. CFA have undertaken Planned burning of numerous roadsides with traffic control paid for by Council Fire Hazard Inspections were completed in February with 510 properties requiring a Fire Prevention Notice. Contractors arranged to slash 25 non-compliant properties. Contractors completed a second grass slash or areas that required further work due to growth. All works listed in the Municipal Fire Management Plan have been implemented. All infringements for Failing to Comply with Fire Prevention Notices have been dealt with by sending to Fines Victoria, paying in full or entering a payment plan. Roadsides and some Council reserves were subject to prescribed burns throughout the period.

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The following statement reviews the progress of Council in relation to major initiatives identified in the 2019-20 Budget for the year.

Major Initiatives	Progress
Construction of stage one of the Bannockburn Heart Precinct. Stage one was officially opened on 19 December 2019. The project includes a play space with water play elements, a new car park, public toilets, a BBQ area, shade and a paved plaza next to the Bannockburn Library and Cultural Centre. Relevant approvals, further community consultation and the appointment of architectural services were completed in 2018-19.	The Bannockburn Heart project was completed on December 2019
Council will be further developing its current asset management practices and processes. This will include the procurement and implementation of new or improved asset management software, review of Council's road management plan, review of operational practices and procedures and increased funding, for maintenance and renewal of gravel and sealed local road.	<ul style="list-style-type: none"> • Oval Lighting Upgrade completed at Rokewood Oval • Oval Lighting Upgrade at Bannockburn ovals 1 and 2. • Haddon Stadium Floor Upgrade completed • Inverleigh Netball Courts Upgrade completed • Tennis Court Upgrade at Teesdale Don Wallace completed. • New acoustic panelling for Smythesdale Well completed • Concept plans for Bannockburn Heart Stage 2 developed • Schematic plans developed for Inverleigh Change Room Upgrade • New Shade Sail for Bannockburn Recreation Precinct completed • Annual Major Facility Maintenance program completed. • Schematics developed for Youth Hub project. • Bannockburn second soccer pitch construction commenced.

The following statement provides information in relation to the services funded in the 2019-20 Budget and the persons or sections of the community who are provided the service.

Service Area	Description of Services and Initiatives	Expenditure Revenue Net Cost
Major Projects	Planning and development of major projects, including halls, recreation reserves, and pavilions and sporting facilities. Major land development projects undertaken by Council are also included in this program. <i>Initiatives:</i> <ul style="list-style-type: none"> • Planning for proposed future major projects • Monitoring of current major projects. 	150 (1,505) (1,355)

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Service Area	Description of Services and Initiatives	Expenditure Revenue Net Cost
Land Use Planning	To provide for fair, orderly, economic and sustainable use and development of land within the Shire and to undertake all strategic and statutory land use planning functions. <i>Initiatives:</i> <ul style="list-style-type: none"> • Land Use Planning • Inverleigh Flood Study • Panel & VCAT Hearings • Major Planning Applications • Strategic Planning & Amendments • Heritage Adviser • Implement the Rural Land Use Strategy (2008) • Implement the Bruces Creek Masterplan • Undertake planning scheme enforcement and compliance checks when and where necessary • Develop and implement town structure plans and urban design frameworks • Conduct a review of the Inverleigh Structure Plan • Implement the revised Meredith and Lethbridge Structure Plans • Implement the Gheringhap Structure Plan • Implement the Napoleons Structure Plan review • To continue the development of a comprehensive settlement strategy for the north of Golden Plains Shire • To explore opportunities for the identification of new employment land within the Shire. 	826 (1,126) (301)
Building Control	To undertake a range of regulatory compliance actions to ensure a safe build environment for all Golden Plains Shire residents. To provide complementary statutory and non-statutory building services to facilitate compliant building activity throughout Golden Plains Shire. <i>Initiatives:</i> <ul style="list-style-type: none"> • Building control • Essential Safety Measures program • Building compliance • Swimming pool safety program • To develop and implement a comprehensive program of Essential • Safety Measures audit and inspections • To implement a targeted inspection program for Swimming Pool compliance. 	313 (165) 148
Fire Protection	To identify potential fire hazards and to minimise the risks in the event of bushfire. <i>Initiatives:</i> <ul style="list-style-type: none"> • Protect the community against fire risk • Eradication of fire hazards • Fire access road maintenance • Standpipe operations • Standpipe & Drought Bore Maintenance. 	257 (59) 546

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Service Area	Description of Services and Initiatives	Expenditure Revenue Net Cost
Environmental Management	To protect and enhance the natural environment. <i>Initiatives:</i> <ul style="list-style-type: none"> Environmental Management Pest, plant & animal control Environmental Strategy implementation Roadside weed control* Develop Shire responses on Government Environment and Land Use Strategies, including native vegetation, catchments, biodiversity, river health, etc. 	605 (59) 546
Community Protection	Educate the community about local laws and animal control and enforce Council's local laws. <i>Initiatives:</i> <ul style="list-style-type: none"> Community protection School crossing supervision* Local laws Implement new Domestic Animal Management Plan Animal control Impounding expenses Registration, tags, forms and postage DPI animal registration fee. 	678 (418) 260
Public Health	To protect and enhance the health of the public and the environment via education and enforcement of Food Safety and Environmental Health. <i>Initiatives:</i> <ul style="list-style-type: none"> Public Health Sampling Analysis – Public Health Domestic Waste Water Management Plan implementation Immunisation Undertake a program incorporating targeted compliance, education and awareness for all tobacco retailers within Golden Plains Shire* Undertake a range of food safety program actions. 	527 (289) 238
Sealed Roads Routine Maintenance	Routine maintenance of the sealed local road network. <i>Initiatives:</i> <ul style="list-style-type: none"> Routine maintenance of 1,005km of the Shire's sealed roads network. 	2,035 (212) 1,822
Local Roads Depreciation	100% of this budget relates to depreciation.	3,671 (0) 3,671
Local Roads resealing Rehabilitation	Local Roads Rehabilitation. Bituminous resealing of Council's local sealed road network. <i>Initiatives:</i> <ul style="list-style-type: none"> Deliver the resealing program as per the resealing schedule 17% of this budget is allocated to major patching of sealed roads. 	451 (3) 448

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Service Area	Description of Services and Initiatives	Expenditure Revenue Net Cost
Local Roads Improvements	Creating improvements to Council's local road network. <i>Initiatives:</i> <ul style="list-style-type: none"> Deliver local road improvement projects approved by Council Deliver the Roads to Recovery Funding Program 	109 (2,623) (2,514)
Gravel Roads Routine Maintenance	Routine maintenance of Council's local gravel road network. <i>Initiatives:</i> <ul style="list-style-type: none"> Maintenance of 738km of Council Gravel road network Dust suppressant. 	1,440 (9) 1,431
Gravel Road Depreciation	This budget relates to depreciation.	1,191 0 1,191
Bridge Maintenance	Maintenance of Council's bridges and major culverts. 70% of this budget relates to depreciation. <i>Initiatives:</i> <ul style="list-style-type: none"> Routine bridge maintenance. 	869 (615) 254
Tree Clearing	Tree clearing works on Council's local road network, to ensure community safety. <i>Initiatives:</i> <ul style="list-style-type: none"> Tree clearing as per customer requests (400 per year) Basic maintenance of Meredith & Inverleigh Avenues of Honour Minimal roadside verge clearing. 	538 (2) 535
Gravel Pits	Operation and rehabilitation of Council operated gravel pits. <i>Initiatives:</i> <ul style="list-style-type: none"> Gravel procurement and sales Continue a program to restore gravel pits where Council utilised the resource Monitor and rehabilitate Council land that is being, or has been, utilised as landfill sites. 	155 (104) 50
Asset Management	Management of Council's road and bridge assets. <i>Initiatives:</i> <ul style="list-style-type: none"> Maintenance of asset systems to ensure accurate records of roads, bridges, drainage, buildings, footpaths, etc. are maintained Maintain an intervention level of 7.5 on Moloney Asset Management System Road and Bridge asset revaluation and condition assessment. 	735 (129) 606
Drainage Maintenance	Maintenance of Council's township and rural drainage assets. 24% of this budget relates to depreciation. <i>Initiatives:</i> <ul style="list-style-type: none"> Rural drainage maintenance (42% of budget) Townships drainage maintenance (26% of budget). 	803 (45) 758
Private Works	Provision of private works services for residents, other Councils and developers. <i>Initiatives:</i> <ul style="list-style-type: none"> Undertake private works projects as required. 	13 (2) 11
Street Lighting	Provision of street lighting across Council's local road network. <i>Initiatives:</i> <ul style="list-style-type: none"> Street light operations Participate in Stage 1 of the G21 LED Street lighting program. 	183 (1) 182

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Service Area	Description of Services and Initiatives	Expenditure Revenue Net Cost
Line marking, Guideposts and Signs	Maintenance of line-marking, and delineation in the form of guideposts and signage across Council's local road network. <i>Initiatives:</i> <ul style="list-style-type: none"> Sign and guidepost maintenance Re-stripping of 350 km centre line plus Statcon markings (centreline repainting based on a 24 month cycle) plus 12 rail crossings plus school crossings. 	267 (2) 265
Township Maintenance	Provision of street beautification works including grass cutting in townships in accordance with Council policy. <i>Initiatives:</i> <ul style="list-style-type: none"> Township mowing and maintenance Tree planting in townships Street furniture maintenance. 	868 (12) 856
Bus Shelters	Provision and maintenance of bus shelters across the Shire. <i>Initiatives:</i> <ul style="list-style-type: none"> Minor repairs to existing shelters including painting of up to two shelters. 	58 (38) 20
Paths and Trails	Maintenance of Council's network of footpaths. 70% of this budget relates to depreciation. <i>Initiatives:</i> <ul style="list-style-type: none"> Maintain Council paths and trails Rail Trail maintenance Maintenance of Ballarat – Skipton Rail Trail including minor bridge repairs. 	1,303 (54) 1,249
Garbage Collections	Collection of domestic garbage and recyclables and disposal of garbage across the Shire. <i>Initiatives:</i> <ul style="list-style-type: none"> Household garbage collection Disposal of waste to landfill Recycling collection and education Review waste management strategy Advocate for local projects funded by Sustainability Victoria Participate in the regional waste and resource recovery group. 	2,605 (3,069) (465)
Municipal Landfills	Rehabilitation and environmental monitoring of Council's landfill sites and operation of the Rokewood Transfer Station. <i>Initiatives:</i> <ul style="list-style-type: none"> Rehabilitation and environmental monitoring of Council's landfill sites. 	108 (23) 85
Litter Control	Control litter and illegal dumping across the Shire. <i>Initiatives:</i> <ul style="list-style-type: none"> Litter control Garbage collection from public spaces Improve process for reporting and investigation of litter and illegal dumping. 	96 (1) (95)

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Service/Indicator/measure	Result				Material Variations
	2017	2018	2019	2020	
Statutory Planning					
<i>Timeliness</i> <i>Time taken to decide planning applications</i> [The median number of days between receipt of a planning application and a decision on the application].	66.69	77.00	68.00	80.00	Increase in complexity and volume of applications in 2019-20.
<i>Service standard</i> <i>Planning applications decided within 60 days</i> [Number of planning application decisions made within 60 days / Number of planning application decisions made] x100.	67.82%	46.94%	83.80%	77.81%	77% is the rural average in determining planning applications.
<i>Service cost</i> <i>Cost of statutory planning service</i> [Direct cost of statutory planning service / Number of planning applications received].	\$1,689.64	\$1,731.84	\$1,679.15	\$1,035.16	Decrease in costs of delivering the Statutory Planning service due to staff vacancies during 2019-20. The cost will increase once the team have a full complement of staff.
<i>Decision making</i> <i>Council planning decisions upheld at VCAT</i> [Number of VCAT decisions that did not set aside Council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100.	100%	100%	0%	100%	Council did not have any planning decisions determined by VCAT during 2019-20.
Animal Management					
<i>Timeliness</i> <i>Time taken to action animal management requests</i> [Number of days between receipt and first response action for all animal management requests / Number of animal management requests].	1.00	1.00	1.00	1.00	Council actions all animal management requests on the day that they are received.
<i>Service standard</i> <i>Animals reclaimed</i> [Number of animals reclaimed / Number of animals collected].	38.58%	19.85%	22.95%	25.22%	58 animals were reclaimed by residents in 2019-20, an increase from 56 reclaimed in 2018-19 and 48 in 2017-18.
<i>Service cost</i> <i>Cost of animal management service</i> [Direct cost of the animal management service / Number of registered animals].	\$68.86	\$61.39	\$45.80	\$17.12	The indicator changed in 2019-20 to calculate the cost of the service per population.

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Service/Indicator/measure	Result				Material Variations
	2017	2018	2019	2020	
Health and safety					
<i>Animal management prosecutions</i> [Number of successful animal management prosecutions].	2*	5	5	N/A	
Food Safety					
Timeliness					
<i>Time taken to action food complaints</i> [Number of days between receipt and first response action for all food complaints / Number of food complaints]	1.00	1.06	1.92	1.00	Eight food complaints were received during 2019-20 which were all actioned within eight days.
Service standard					
<i>Food safety assessments</i> [Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the <i>Food Act 1984</i> / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the <i>Food Act 1984</i>] x100	98.08%	100%	100%	100%	All 119 premises that required assessments were assessed during the year.
Service cost					
<i>Cost of food safety service</i> [Direct cost of the food safety service / Number of food premises registered or notified in accordance with the <i>Food Act 1984</i>]	\$272.54	\$207.64	\$201.19	\$225.67	A reduction of six premises occurred during the year, increasing the cost per premise.
Health and safety					
<i>Critical and major non-compliance outcome notifications</i> [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about food premises] x100.	94.12%	100%	100%	100%	All 61 critical and major non-compliance notifications were followed up.

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Service/Indicator/measure	Result				Material Variations
	2017	2018	2019	2020	
Roads					
Satisfaction of use					
<i>Sealed local road requests</i> [Number of sealed local road requests / Kilometres of sealed local roads] x100	38.85%	7.43%	28.86%	52.08%	Council received a total of 563 requests in 2019-20 compared to 312 in 2018-19 and 73 in 2017-18. Council now logs all sealed road requests on its computerised Customer Action Requests System. In prior reporting periods this data was collected manually. The new system has improved the accuracy of the collection of this data.
Condition					
<i>Sealed local roads below the intervention level</i> [Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100.	98.54%	99.52%	98.98%	98.98%	Council has maintained the condition standard of its road network above 98% in each of the past 4 years.
Service cost					
<i>Cost of sealed local road reconstruction</i> [Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed].	\$43.15	\$33.71	\$49.25	\$42.67	The program costs year to year vary dependant on the rural or urban nature of the works. 2018-19 included some large projects that incorporated significant drainage works that escalated the unit rate of this type of work in 2018-19.
<i>Cost of sealed local road resealing</i> [Direct cost of sealed local road resealing / Square metres of sealed local roads resealed].	\$3.85	\$3.87	\$4.64	\$4.25	The increase in the resealing costs in 2018-19 compared to the previous year is as a result of a significant increase in the costs of bitumen.
Satisfaction					
<i>Satisfaction with sealed local roads</i> [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads].	38	47	44	39	Council continues to implement its maintenance and reseal program.

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Service/Indicator/measure	Result				Material Variations
	2017	2018	2019	2020	
Waste Collection					
Satisfaction					
<i>Kerbside bin collection requests</i> [Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x1,000.	67.53	83.18	87.95	101.48	Council received a total of 891 requests relating to bin collection in 2019-20, compared to 753 in 2018-19.
Service standard					
<i>Kerbside collection bins missed</i> [Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x10,000.	2.70	2.89	2.70	4.85	Increase in number of collection bins missed in 2019-20.
Service cost					
<i>Cost of kerbside garbage collection service</i> [Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins].	\$130.09	\$137.56	\$132.97	\$129.75	
<i>Cost of kerbside recyclables collection service</i> [Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins].	\$77.13	\$82.15	\$112.09	\$140.48	Increase in cost due to recyclables taken to landfill during recycling crisis (July until mid-December 2019). Increase of processing cost for recyclables.
Waste Diversion					
<i>Kerbside collection waste diverted from landfill</i> [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100.	40.65%	40.81%	38.13%	22.46%	No recycling collection during recycling crisis from July to mid-December 2019.

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STRATEGIC OBJECTIVE 4:

DELIVERING GOOD GOVERNANCE AND LEADERSHIP



We will govern with integrity, plan for the future, and advocate for our community.



Nimons Bridge in Newtown

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STRATEGIC OBJECTIVE 4:
DELIVERING GOOD GOVERNANCE AND LEADERSHIP



The following statement reviews the performance of Council against the Council Plan, including results achieved in relation to the strategic indicators.

Strategic Indicator/measure	Result	Comments
Improved community engagement	49	Council continued its commitment to inform, and engage with, its residents in varied traditional and digital communication platforms. In 2019-20, Council continued to publish the Gazette community magazine, sent to every home and business; the weekly Council News page in the Golden Plains Times; the monthly Council News page in local community newsletters; media releases and web stories on Council's website; and daily posts on Council's social media, including its new Instagram account. Council's commitment to transparent and genuine community engagement continued, with greater reporting back to the community on engagement results in all Council's communication platforms. In 2019-20, there were several significant Shire-wide engagement opportunities including the Waste & Resource Recovery Strategy 2020-2030, Sport & Active Recreation Strategy 2020-2030, Bannockburn Growth Plan, Playspace Strategy 2019-2029, Community Vision 2040, Active Ageing and Inclusion Strategy 2020-2024, and Teesdale Structure Plan.
Increased leadership in the area of family violence, gender equity and inclusion	"Take the Lead" female leadership program developed Facebook 18 posts: (13 videos, 5 still images) Reach: 20,737, Video Views: 4,111 Engagements: 6,317 Twitter 18 Posts: (13 Videos, 5 Still images) Impressions: 4,143, Video Views: 324 Engagements: 99 1 Video post, Impressions: 218, Video Views: 60	Rolled out intensive training for all senior leaders on Act@ Work program with support of Women's Health Grampians. The Act@Work Leadership group developed a draft Action Plan which was based on the gender audit, policy checklist and baseline survey results. The Action Plan contains short term, longer term and ongoing/ recurrent activities. The Action Plan contains actions which addresses the five essential action areas to reduce violence against women: 1. Challenge Violence Against Women 2. Empower Women and Girls 3. Challenge Stereotypes and Norms 4. Build Respectful Relationships 5. Promote and advance gender equity. Council delivered "16 Days of Activism Campaign" - A social media campaign that featured 16 community leaders/influencers talking to camera/still shot reinforcing 16 Days of Activism messaging.
Improved community ratings for overall Council direction, leadership and advocacy	49	Council's overall performance remained the same as previous year in the 2020 Community Satisfaction Survey – index score of 49. • Council Advocacy improved from an index score of 47 in 2019 to and 49 in 2020. • Making Community Decisions remained the same in 2020 as in 2019 – index score of 47. • Council Direction dropped from an index score of 46 in 2019 to 45 in 2020.

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Strategic Indicator/measure	Result	Comments
Maintain financial sustainability	Achieved	The information contained within the Report of Operations, Financial Report and Performance Statement demonstrates that Council is currently in a financially sustainable position. Amongst other positive indicators this includes a healthy cash balance and a sustainable level of debt. This position is complimented by Council's 2019-2023 Strategic Resource Plan than demonstrates that this position will be maintained over the medium term. In order to maintain long term financial sustainability within the current 'rate-capped' environment, Council must ensure appropriate investment in asset renewal.
Recognition of long term planning in Council decision making.	Achieved	Council has a 10-year financial plan in place that guides short and medium term decisions within the Annual Budget and Strategic Resource Plan.



Every year, Council holds Citizenship Ceremonies to welcome local residents hailing from around the world and their family members and friends as they celebrate becoming Australian citizens.

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DELIVERING GOOD GOVERNANCE AND LEADERSHIP

The following statement reviews the progress of Council in relation to major initiatives identified in the 2019-20 Budget for the year.



Major Initiatives	Progress
<p>Governance is the process of decision-making and the process by which decisions are implemented. This program aims to strengthen Council's decision making capacity and identifies key areas of advocacy that Council will focus on in the 2018-19 financial year.</p> <p>Initiatives:</p> <ul style="list-style-type: none"> Continued to refine and enhance Council decision making processes through robust governance framework. Implemented stage 1 of the new <i>Local Government Act, 2020</i> that received royal assent on 24 March 2020. Enhanced commitment to corporate governance activities and practices to ensure compliance strategies are defined and strengthened in accordance with best practice. 	<p>Completed 2019-20 Development of the annual obligations and compliance schedule.</p> <p>Completion of the policy and procedure framework.</p> <p>Review and completion of a number of policies and procedures to update to best practice guidelines.</p>
<p>Golden Plains Civic Centre – Golden Plains Shire Council is focused on providing quality customer service and achieving efficiencies for residents. As part of these efforts. The 2019-20 budget included the construction and completion of Stage 1 of the redevelopment of the existing customer service centre located at 2 Pope Street, Bannockburn. This follows an extensive community engagement and consultation process that was undertaken during 2017-18.</p> <p>This building, the Golden Plains Civic Centre, is one aspect of a broader Civic Precinct planned for the site. This will enable Council to deliver community services from this site for many years to come.</p> <p>Council has made this decision for a number of reasons, including the need to provide more modern and welcoming public areas, improve efficiencies in our operations, and provide improved access and transparency around monthly Council meetings.</p> <p>The existing Shire Hall and Customer Service Centre are more than 120 and 40 years old respectively and present a number of building compliance and safety issues, resulting in increased spending on building maintenance. In addition, the customer service areas are outdated and do not provide privacy for residents to discuss sensitive issues such as planning matters.</p> <p>The redeveloped facility has an increased focus on the availability of dedicated community space within the central building.</p>	<p>Construction of the GPCC started in March 2019 following the awarding of contract to SJ Weir via public tender process.</p> <p>Stage 1 was completed in May 2020, stage 2 will be completed in December 2020 and stage 3 completed in February 2021.</p>

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Service Area	Description of Services and Initiatives	Expenditure Revenue Net Cost
Communications and Marketing	<p>Clear articulation of Council initiatives, strategies, benefits and services to internal and external stakeholders through communication channels including corporate publications.</p> <p>Facilitation of effective communication between Council, residents, community groups, businesses and media.</p> <p>Transformation to digital communications through website, social media and other digitized platforms.</p> <p>Leading Council's community engagement initiatives and plans.</p> <p>Initiatives:</p> <ul style="list-style-type: none"> Communications and Marketing Strategy implementation Community Engagement Strategy implementation Website development Social Media communications Media relations Marketing and advertising Publications including Golden Plains Gazette Advocacy and Lobbying Community Engagement 	<p>751</p> <p>(9)</p> <p>742</p>
Customer Services Centres	<p>Operation of customer service centres to provide bases from which Council can deliver services.</p> <p>Initiatives:</p> <ul style="list-style-type: none"> Undertake a community satisfaction survey Implement customer service strategy action plan. 	<p>473</p> <p>(7)</p> <p>466</p>
Governance	<p>Governance is the process of decision-making and the process by which decisions are implemented. This program aims to strengthen Council's decision making capacity and identifies key areas of advocacy that Council will focus on in the 2019-20 financial year.</p> <p>Initiatives:</p> <ul style="list-style-type: none"> Mayoral & Councillor's allowances Councillors travel, accommodation, meals and other expenses Councillor communications Councillor's conferences and professional development Corporate Memberships Civic ceremonies and memorabilia Independent audit committee members Lobbying of politicians and key players in the local government industry Advocacy on behalf of the community on key government issues. 	<p>754</p> <p>(9)</p> <p>745</p>

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STRATEGIC OBJECTIVE 4:

DELIVERING GOOD GOVERNANCE AND LEADERSHIP



Service Area	Description of Services and Initiatives	Expenditure Revenue Net Cost
Elections	Maintenance of voters' rolls in readiness for 2020 election. <i>Initiatives:</i> • Maintenance of voters' rolls.	11 (3) 8
Meetings	Conduct Council meetings, committee meetings, workshops and other meetings of Council with management. <i>Initiatives:</i> • Prepare for, and conduct, Council meetings, committee meetings, workshops, retreats and other meetings of Council with Management.	46 (0) 46
Corporate Planning	Maintenance of an integrated approach to corporate planning, financial planning, budgeting and resource allocation, and the maintenance and measurement of organisational performance and promotion of cultural change to meet customer service needs. <i>Initiatives:</i> • Provision of sound advice to aid the Council Plan and Strategic Resource Plan processes • Ongoing and systematic analysis of the organisation's activities and strategic direction.	1,683 (31) 1,652
Emergency Management Plan	Maintenance of the Shire's Municipal Emergency Plan in accordance with State legislation and training of emergency management staff. <i>Initiatives:</i> • Maintenance of neighbourhood safer places* • Emergency management meetings* • Promote safer emergency practices by the community* • Emergency management materials • Contribution to Barwon flood warning management.	114 (124) (10)
Risk Management and OH & S	Identify, monitor and manage Council's risks in relation to employee relations, occupational health and safety, workforce requirements, infrastructure, property and business operations. <i>Initiatives:</i> • Implement MAV WorkCare OTTSMS Plan • Staff flu vaccinations • Implement council's Risk Management Strategy action plan and Occupational Health and Safety plan.	359 (3) 355

PERFORMANCE

Service Area	Description of Services and Initiatives	Expenditure Revenue Net Cost
General revenue	Levying of rates and charges, managing and collecting interest on rates, receipt of Victoria Grants Commission general purpose grant, managing investments to maximise interest, and accounting for subdivisions handed to Council. <i>Initiatives:</i> • Lobby Government for extra resources for a developing municipality • Lobby Federal Government in relation to cost shifting and direct funding to Local Government.	3 (28,056) (28,083)
Property and Rating	Management of Council's rating system, including levying rates and charges, outstanding interest and valuing all rateable properties. <i>Initiatives:</i> • Supplementary valuations • Rate notice printing and postage • General revaluation.	575 (280) 295
Corporate Reporting and Budgeting	Preparation of Council's Annual Budget, annual financial statements, Strategic Resource Plan, and other statutory returns in accordance with statutory requirements. <i>Initiatives:</i> • Manage external and internal audit function • Preparation of the Annual Budget • Preparation of the Annual Report • Monthly management reporting • Coordinate asset revaluations as required.	358 (5) 353
Procurement and Contract Management	Develop and maintain documented standards for procurement governance and procurement process which result in value for money outcomes and minimal procurement risk. Also, develop the contract management capacity of Council. <i>Initiatives:</i> • Supplier relationship management • Develop procurement and contract management capacity within council • Ensure compliance with council's procurement policy • Coordination of tenders per council.	496 (5) 491

PERFORMANCE

STRATEGIC OBJECTIVE 4:

DELIVERING GOOD GOVERNANCE AND LEADERSHIP



Service Area	Description of Services and Initiatives	Expenditure Revenue Net Cost
Records Management	Effective and efficient recording, maintenance, archival and disposal of Council documents. <i>Initiatives:</i> <ul style="list-style-type: none"> Implement Records Management Strategy Actions: Records Archive Storage Maintenance and storage of historical records and memorabilia for access by Golden Plains Shire residents and researchers at the Geelong Heritage Centre. 	276 (3) 273
Borrowings	Effective management of Council borrowings. <i>Initiatives:</i> <ul style="list-style-type: none"> Evaluate and implement the most efficient method of financing Council's operations in order to achieve Best Value. 	199 (0) 199
Plant Replacement	Management and replacement of Council's plant and equipment in accordance with the plant replacement schedule. <i>Initiatives:</i> <ul style="list-style-type: none"> Replace/procure key items of plant as identified in the capital program. 	49 (14) 35



The Golden Plains Shire Australia Day event on 28 January 2020 included a celebration of 20 years of Council's award-winning community planning program.

PERFORMANCE

The following statement provides the results of the prescribed service performance indicators and measures including explanation of material variations.

Service/Indicator/measure	Result				Material Variations
	2017	2018	2019	2020	
Governance					
<i>Transparency</i> <i>Council resolutions at meetings closed to the public</i> [Number of council resolutions made at ordinary or special meetings of council, or at meetings of a special committee consisting only of councillors, closed to the public / Number of council resolutions made at ordinary or special meetings of council or at meetings of a special committee consisting only of councillors] x10	1.44%	1.36%	0.92%	5.31%	Increase largely due to the review of the Bannockburn Children's Service long day care provision and includes other decisions around the Australia Day Awards, CEO review, strategic land acquisition and appointment of Audit & Risk Committee member.
<i>Consultation and engagement</i> <i>Satisfaction with community consultation and engagement</i> Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement	48	50	47	49	A Community Engagement Strategy and Action Plan 2016-2020 was developed and formally adopted by Council at the August 2016 Council meeting. Delivery of this strategy is in progress.
<i>Attendance</i> <i>Council attendance at Council meetings</i> [The sum of the number of councillors who attended each ordinary and special council meeting / (Number of ordinary and special council meetings) x (Number of councillors elected at the last council general election)] x100	97.14%	99.05%	96.94%	95.92%	Of a possible 98 meetings (14 meeting x 7 Councillors), Councillors attended 95.
<i>Service cost</i> <i>Cost of governance</i> [Direct cost of the governance service / Number of councillors elected at the last council general election]	\$34,581	\$35,833	\$42,700	\$44,124	Increase in governance service resources to meet increased compliance requirements. This function has also had a change in name.
<i>Satisfaction</i> <i>Satisfaction with Council decisions</i> [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]	48	51	47	47	Council is committed to improving its community consultation and engagement practices. The new Community Engagement Strategy and Community Engagement Action Plan in 2017 impacted on positive results, and Council continues to connect and engage with residents on all decisions that impact their lives.

GOVERNANCE, MANAGEMENT & OTHER INFORMATION

The Customer Service Centre at the Well was upgraded, opening in May 2020 with additional operating hours and services.



GOVERNANCE

Golden Plains Shire Council is constituted under the Act to provide leadership for the good governance of the municipal district and the local community.

Council has a number of roles including:

- Taking into account the diverse needs of the local community in decision-making
- Providing leadership by establishing strategic objectives and monitoring achievements
- Ensuring that resources are managed in a responsible and accountable manner
- Advocating the interests of the local community to other communities and governments
- Fostering community cohesion and encouraging active participation in civic life.

Council is committed to effective and sustainable forms of democratic and corporate governance as the key to ensuring that Council and its administration meet the community’s priorities.

The community has many opportunities to provide input into Council’s decision-making processes including community consultation, surveys, committees and reference groups, public forums and the ability to make submissions to Council.

Council’s formal decision-making processes are conducted through council meetings. Council delegates the majority of its decision-making to Council staff. These delegations are exercised in accordance with adopted Council policies.

Council conducts open public meetings on the fourth Tuesday of each month. Members of the community are welcome to attend these meetings and observe from the gallery. Council meetings also provide the opportunity for community members to make a submission to speak to an item. For the 2019-20 year, Council held 12 ordinary meetings and 2 special meetings.

MEETINGS OF COUNCIL

Council meetings are held on the fourth Tuesday of each month. Community members are welcome to attend these meetings and observe proceedings from the gallery.

On matters presented to Council for decision, Council meetings provide an opportunity for community members to address the Council in support of their submissions.

For the 2019-20 year, Council held the following meetings:

- 12 Ordinary Council meetings
- 2 Special Council meetings.

The following table provides a summary of Councillor attendance at Ordinary meetings of Council, Special meetings of Council and Special Planning Committee meetings for the 2019-20 financial year:

Councillor	Ordinary Meetings (12 meetings)	Special Meetings (2 meetings)	Total Meetings (14 meetings)
David Evans	12	2	14
Joanne Gilbert	11	2	13
Nathan Hansford	12	1	13
Helena Kirby	12	2	14
Des Phelan	10	2	12
Les Rowe	12	2	14
Owen Sharkey	12	2	14

GOVERNANCE, MANAGEMENT & OTHER INFORMATION

SPECIAL COMMITTEES

The *Local Government Act 1989* allows Councils to establish one or more special committees consisting of Councillors, Council staff, other persons or any combination of these persons. The following table contains a list of all Special Committees established by Council that were in operation for all or part of the year and the purpose for which each committee was established.

During the financial year 19-20, there were no Section 86 committees managing Recreation facilities. All former section 86 committees transitioned to Council's new Management model before commencement of the 2018-19 financial year.

A separate committee for planning no longer exists. All Planning related matters are considered within the regular Council meeting cycle.

Special Committee	Purpose
NIL	

CODE OF CONDUCT

The *Local Government Act 1989* requires Council to review and approve a Councillor Code of Conduct within 4 months after a general election. On 24 January 2017, Council reviewed the Councillor Code of Conduct which is designed to:

- Assist Councillors to maintain the highest standards of conduct and behaviour as well as provide a means to deal with problems they may encounter
- Attract the highest level of confidence from Council's stakeholders

- Assist the Mayor and Councillors to discharge the responsibilities of their public office appropriately. In addition to setting out the Councillor Conduct Principles, the Code also outlines:

- Other conduct definitions under the Act, such as those relating to misuse of position, improper direction, breach of confidentiality and conflict of interest

- Roles and relationships
- Dispute resolution procedures.

CONFLICT OF INTEREST

Councillors are elected by the residents and ratepayers to act in the best interests of the community. This is a position of trust that requires Councillors to act in the public interest. When a Council delegates its powers to a Council officer or a Committee, the Council officer or Committee also needs to act in the public interest.

A conflict of interest occurs when a personal or private interest might compromise the ability to act in the public interest. A conflict of interest exists even if no improper act results from it. Council has a procedure in place to accommodate the disclosure of a conflict of interest. Declarations of interest is a standard agenda item for all Council meetings.

While the procedures vary depending on the particular role and circumstances, in general they involve disclosing the relevant interests in a specific way and then stepping aside from the relevant decision making process or from exercising a public duty. The minutes of Council meetings record all disclosed conflict of interests. During 2019-20, 2 conflicts of interest were declared at Council meetings.

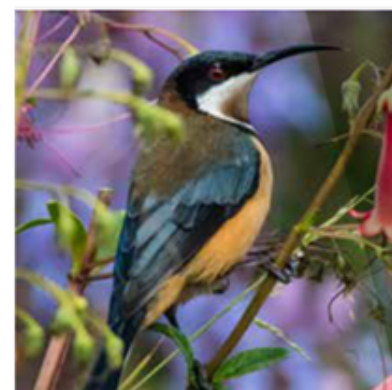
COUNCILLOR ALLOWANCES

In accordance with Section 74 of the Act, Councillors are entitled to receive an allowance while performing their duty as a Councillor. The Mayor is entitled to receive a higher allowance.

The State Government sets the upper and lower limits for all allowances paid to Councillors and Mayors. Councils are divided into three categories based on the income and population of each council. In this instance, Golden Plains Shire Council is recognised as a category one council.

For the period 1 July 2019 to 30 November 2019, the Councillor annual allowance for a category 1 council (as defined by the Act) was fixed at \$20,541 per annum and the allowance for the Mayor was \$61,623 per annum.

The Minister for Local Government approved an annual adjustment of 2.0 per cent to take effect from 1 December 2019. The annual allowances were adjusted for the period 1 December 2019 to 30 June 2020 at \$20,953 per annum for the Councillor allowance and \$62,856 per annum for the Mayoral allowance. The amount equivalent to the superannuation guarantee under Commonwealth taxation legislation is payable in addition to these amounts.



The following table contains details of allowances paid to the Mayor and Councillors during the year.

Councillor	Allowance
Cr H Kirby	\$20,781
Cr D Phelan	\$20,781
Cr N Hansford	\$20,781
Cr D Evans	\$20,781
Cr O Sharkey (07-11-18 - 30-06-19 Mayor)	\$62,342
Cr J Gilbert	\$20,781
Cr L Rowe	\$20,781

The amount equivalent to the superannuation guarantee under Commonwealth taxation legislation (currently 9.5 per cent) is payable in addition to these amounts.

AUDIT & RISK COMMITTEE INDEPENDENT MEMBERS SITTING FEE

Independent Member	Sitting Fee
Joseph Adamski	\$2,323
Philip Delahunty	\$2,323
Andrew Pearce	\$4,362

COUNCILLOR EXPENSES

In accordance with Section 75 of the *Local Government Act 1989*, Council is required to reimburse a Councillor for expenses incurred whilst performing duties as a Councillor. Council is required to adopt and maintain a policy in relation to the reimbursement of expenses for Councillors. The policy provides guidance for the payment of reimbursements of expenses to the Mayor and Councillors to enable them to discharge their duties.

Council publishes details of Councillor expenses, including reimbursement of expenses, in its Annual Report. The details of the Councillor expenses for the 2019-20 year are set out in the following table.

Councillor	Travel	Council Car expenses	Child Care	Information & Communications	Conferences & Training	Total \$
Cr Des Phelan	-	-	-	1,051	-	1,051
Cr Helena Kirby	-	-	-	537	50	588
Cr David Evans	-	-	-	446	110	556
Cr Joanne Gilbert	400	-	-	192	1,209	1,802
Cr Nathan Hansford	-	-	-	182	243	425
Cr Les Rowe	-	-	-	162	-	162
Cr Owen Sharkey (Mayor)	829	4,058	-	260	2,258	7405

The following expenses were paid to Independent Members of the Audit & Risk Committee:

Independent Member	Travel	Car Mileage	Information & Communications	Conferences & Training	Total \$
Andrew Pearce	-	330	-	-	330
Joseph Adamski	-	119	-	-	119
Philip Delahunty	-	231	-	-	231



GOVERNANCE, MANAGEMENT & OTHER INFORMATION

INTERNAL AUDIT

Council’s internal audit function provides independent and objective assurance that the appropriate processes and controls are in place across Council. The function is provided by an external provider. A risk based three-year Strategic Internal Audit Plan (SIAP) is revised annually to ensure the audit resources remain focused on the appropriate areas. The review process considers Council’s risk framework, the Council Plan, the impact of any change on operations, systems or the business environment prior audit coverage and outcomes and management input. The SIAP is reviewed and approved by the Audit and Risk Committee.

The Internal Auditor generally attends all Audit and Risk Committee meetings to report on the status of the SIAP, to provide an update on the implementation of audit recommendations and to present findings of completed reviews. All audit issues identified are risk rated. Recommendations are assigned to the responsible Manager and tracked accordingly. Managers provide quarterly status updates that are reviewed by the Internal Auditor and reported to the Audit and Risk Committee. Quality assurance is measured through annual client satisfaction surveys, the annual Audit and Risk Committee self-assessment, completion of the internal audit plan and benchmarking against other internal audit functions.

The SIAP for 2019–20 was completed with the following reviews conducted:

- Tree Management
- Review of Actions completed on previous audits
- Payroll

EXTERNAL AUDIT

Council is externally audited by the Victorian Auditor-General. For the 2019-20 year, the annual external audit of Council’s Financial Statements and Performance Statement was conducted by McLaren Hunt, an Audit Service Provider appointed by the Victorian Auditor-General. The external auditors generally attend the February, May and September Audit and Risk Committee meetings to present the annual audit plan, interim management letter and Independent Audit Report respectfully. The final external audit management letter and responses are also provided to the Audit and Risk Committee.

RISK MANAGEMENT

Risk management is critical to the achievement of the Council Plan’s strategic objectives. Prudent decision-making regarding the use of Council’s human, financial and physical resources is vital to attaining Council’s vision of offering a lifestyle and opportunities that foster social and economic wellbeing. By fostering a risk management ethos, Council seeks to minimise resource waste by applying robust risk management practices.

Council reviews the Risk Management Strategy and Action Plan annually. The Strategy focuses on the following strategic objectives:

- Occupational health and safety;
- Emergency control;
- Business continuity;
- Public liability;
- Asset security;
- Professional indemnity;
- Fraud prevention; and
- Risk management at facilities controlled by Section 86 Committees of Council.

The Action Plan provides a program of activities which address known issues arising in these eight strategic objective areas.



MANAGEMENT

Council has implemented a number of statutory and better practice items to strengthen its management framework.

Having strong governance and management frameworks leads to better decision-making by Council. The Act requires Council to undertake an assessment against the prescribed governance and management checklist and include this in its report of operations. Council’s Governance and Management Checklist results are set out on page 104. The following items have been highlighted as important components of the management framework.

AUDIT AND RISK COMMITTEE

The Audit and Risk Committee’s role is to oversee and monitor the effectiveness of Council in carrying out its responsibilities for accountable financial management, good corporate governance, maintaining an effective system of internal control and risk management, and fostering an ethical environment. The Audit and Risk Committee consists of three independent members, Mr Andrew Pearce (Chair), Mr Joe Adamski, Mr Philip Delahunty and two Councillors. Independent members are appointed for a maximum four-year term, with a maximum of two terms.

The Audit and Risk Committee meets a minimum of four times a year. The Chief Executive Officer, Director Corporate Services, Director Infrastructure and Development, Director Community Services, Manager Finance and Manager People and Culture attend all Audit and Risk Committee meetings. Council’s Internal Auditors attends as required to present reports. The external auditors generally attend in February, May and September each year to present the audit plan, interim management letter and independent audit report respectfully.

Recommendations from each Audit and Risk Committee meeting are subsequently reported to, and noted by, Council.

GOVERNANCE, MANAGEMENT & OTHER INFORMATION

GOVERNANCE AND MANAGEMENT CHECKLIST

Golden Plains Shire Council is constituted under the *Local Government Act 1989* to provide leadership for the good governance of the municipal district and the local community.

Governance and Management Items	Assessment
1. Community engagement policy (policy outlining Council's commitment to engaging with the community on matters of public interest)	Policy Date of operation of current policy: 1 July 2016 <input checked="" type="checkbox"/>
2. Community engagement guidelines (guidelines to assist staff to determine when and how to engage with the community)	Guidelines Date of operation of current guidelines: December 2010 <input checked="" type="checkbox"/>
3. Strategic Resource Plan (plan under section 126 of the Act outlining the financial and non-financial resources required for at least the next four financial years)	Adopted in accordance with section 126 of the Act Date of adoption: 25 June 2019 <input checked="" type="checkbox"/>
4. Annual budget (plan under section 130 of the Act setting out the services to be provided and initiatives to be undertaken over the next 12 months and the funding and other resources required)	Adopted in accordance with section 130 of the Act Date of adoption: 25 June 2019 <input checked="" type="checkbox"/>
5. Asset management plans (plans that set out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years) Status report - 20	Plans Date of operation of current plans: Asset Management Policy 2018 Asset Management Steering Committee 2019 Asset Management Strategy 2019-21 Bridges & Culverts Asset Management Plan 2019 Buildings 2010 Road Management Plan 2017 Roads & Carparks Asset Management Plan 2019 Unsealed Road Grading Maintenance Charter 2019 <input checked="" type="checkbox"/>
6. Rating strategy (strategy setting out the rating structure of Council to levy rates and charges)	Strategy Date of operation of current strategy: 28 March 2017 <input checked="" type="checkbox"/>
7. Risk policy (policy outlining Council's commitment and approach to minimising the risks to Council's operations)	Policy Date of operation of current policy: Risk Management Internal Policy 19 November 2014 Risk Management Strategy and Action Plan 16 May 2018 <input checked="" type="checkbox"/>
8. Fraud policy (policy outlining council's commitment and approach to minimising the risk of fraud)	Policy Date of operation of current policy: 29 November 2016 <input checked="" type="checkbox"/>
9. Municipal emergency management plan (plan under section 20 of the <i>Emergency Management Act 1986</i> for emergency prevention, response and recovery)	Prepared and maintained in accordance with section 20 of the <i>Emergency Management Act 1986</i> Date of preparation: 22 May 2018 <input checked="" type="checkbox"/>

GOVERNANCE, MANAGEMENT & OTHER INFORMATION

Governance and Management Items	Assessment
10. Procurement policy (policy under section 186A of the <i>Local Government Act 1989</i> outlining the matters, practices and procedures that will apply to all purchases of goods, services and works)	Prepared and approved in accordance with section 186A of the <i>Local Government Act 1989</i> Date of approval: 22 May 2018 <input checked="" type="checkbox"/>
11. Business continuity plan (plan setting out the actions that will be undertaken to ensure that key services continue to operate in the event of a disaster)	Plan Date of approval: March 2017 <input checked="" type="checkbox"/>
12. Disaster recovery plan (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)	Plan Date of preparation: March 2017 <input checked="" type="checkbox"/>
13. Risk management framework (framework outlining council's approach to managing risks to the Council's operations)	Framework Date of operation of current framework: 27 July 2017 <input checked="" type="checkbox"/>
14. Audit Committee (advisory committee of council under section 139 of the Act whose role is to oversee the integrity of a council's financial reporting, processes to manage risks to the council's operations and for compliance with applicable legal, ethical, and regulatory requirements)	Established in accordance with section 139 of the Act Date of establishment: 27 February 1997 <input checked="" type="checkbox"/>
15. Internal audit (independent accounting professionals engaged by the council to provide analyses and recommendations aimed at improving council's governance, risk and management controls)	Engaged Date of engagement of current provider: 1 July 2012 <input checked="" type="checkbox"/>
16. Performance reporting framework (a set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 131 of the Act)	Framework Date of operation of current framework: 1 July 2014 <input checked="" type="checkbox"/>
17. Council Plan reporting (report reviewing the performance of the council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year)	Reports presented to Council Date reports presented: Council Plan: 24 July 2018, 23 October 2018, 22 January 2019 and 23 April 2019 Strategic Indicators presented: 12 February 2019 <input checked="" type="checkbox"/>
18. Financial reporting (quarterly statements to Council under section 138 of the Act comparing budgeted revenue and expenditure with actual revenue and expenditure)	Statements presented to council in accordance with section 138(1) of the Act Date statements presented: 23 October 2018, 27 November 2018, 26 February 2019 and 28 May 2019 <input checked="" type="checkbox"/>
19. Risk reporting (six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies)	Reports Date Reports Presented: 12 September 2017, 14 November 2017, 13 February 2018, 5 June 2018 <input checked="" type="checkbox"/>

GOVERNANCE, MANAGEMENT & OTHER INFORMATION

Governance and Management Items	Assessment
20. Performance reporting (six monthly reports of indicators measuring results against financial and non-financial performance, including the performance indicators referred to in section 131 of the Act)	Reports Date of Reports - 12 February 2019 <input checked="" type="checkbox"/>
21. Annual report (annual report under sections 131, 132 and 133 of the Act to the community containing a report of operations and audited financial and performance statements)	Considered at a meeting of council in accordance with section 134 of the Act Date statements presented: 23 October 2018 <input checked="" type="checkbox"/>
22. Councillor Code of Conduct (Code under section 76C of the Act setting out the conduct principles and the dispute resolution processes to be followed by Councillors)	Reviewed in accordance with section 76C of the Act Date reviewed: 24 January 2017 <input checked="" type="checkbox"/>
23. Delegations (a document setting out the powers, duties and functions of council and the Chief Executive Officer that have been delegated to members of staff)	Reviewed in accordance with section 98(6) of the Act Date of review: Council to CEO 28 March 2017 Council to Staff 25 July 2017, 26 September 2017, 27 February 2018, 24 April 2018 CEO to Council Staff 1 August 2017, 1 September 2017, 1 March 2018 <input checked="" type="checkbox"/>
24. Meeting procedures (a local law governing the conduct of meetings of council and special committees)	Meeting procedures local law made in accordance with section 91(1) of the Act Date local law made: 23 April 2019 <input checked="" type="checkbox"/>

I certify that this information presents fairly the status of Council's governance and management arrangements.



Eric Braslis
Chief Executive Officer
Dated: 8 September 2020



Cr Owen Sharkey
Mayor
Dated: 8 September 2020

GOVERNANCE, MANAGEMENT & OTHER INFORMATION

STATUTORY INFORMATION

DOCUMENTS AVAILABLE FOR PUBLIC INSPECTION

In accordance with regulation 12 of the Local Government (General) Regulations 2015, the following prescribed documents are available for public inspection or copies of the documents can be obtained for the purposes of section 222 of the Act at 2 Pope Street, Bannockburn:

- a document containing details of overseas or interstate travel (other than interstate travel by land for less than three days) undertaken in an official capacity by a Councillor or any member of Council staff in the previous 12 months
- agendas for and minutes of Ordinary and Special meetings held in the previous 12 months which are kept under section 93 of the Act, other than those agendas and minutes relating to a part of a meeting which was closed to members of the public under section 89 of the Act and are confidential information within the meaning of section 77(2) of the Act
- the minutes of meetings of Special Committees established under section 86 of the Act and held in the previous 12 months, other than those minutes relating to a part of a meeting which was closed to members of the public under section 89 of the Act and are confidential information within the meaning of section 77(2) of the Act
- a register of delegations kept under sections 87(1) and 98(4) of the Act, including the date on which the last review took place under sections 86(6) and 98(6), respectively, of the Act

- a document containing details of all leases involving land which were entered into by the Council as lessor, including the lessee and the terms and the value of the lease
- a register maintained under section 224(1A) of the Act of authorised officers appointed under that section
- a list of donations and grants made by the council in the previous 12 months, including the names of persons who, or bodies which, have received a donation or grant and the amount of each donation or grant.

BEST VALUE

In accordance with section 208B of the *Local Government Act 1989* (as amended), Council is to comply with the six Best Value principles and to report to the community at least once a year on how this has been achieved.

The principles relate to:

- Quality and cost standards
- Responsiveness to community needs
- Accessibility
- Continuous improvement
- Community consultation
- Reporting to the community

Golden Plains Shire Council has embraced all of these principles by incorporating them into its management planning process to ensure it provides the services that best reflect the needs of the community.

Council's commitment is demonstrated through various initiatives including:

- Service reviews and briefings to Council
- Enhanced community consultation, listening posts, online feedback
- A Council Plan which is reflective of the community's need
- Community Satisfaction surveys
- Community planning framework
- Supporting local and regional procurement practices
- Collaboration with other Councils and various agencies

CARERS RECOGNITION

- The *Carer's Recognition Act 2012* formally acknowledges the important contribution that people in care relationships make to our community and recognises, promotes and values the role of people in care relationships.
- As a care support organisation, Golden Plains Shire Council considers the care relationship principles when developing and implementing policies, programs and services that affect people in care relationships.
- Golden Plains Shire Council values the active participation and contribution of all carers. Carers are specifically involved in individual care planning development, monitoring and review.
- Carers continue to play an active role, formally and informally as they connect with the activities of the Social Support programs.
- Respite services provide flexible and responsive support for carers, recognising the value of their caring role.