

AGENDA

Ordinary Council Meeting

6.00pm Tuesday 17 December 2019

VENUE:
Linton Customer Service Centre
Council Chambers
68 Sussex Street, Linton

NEXT ORDINARY COUNCIL MEETING
6.00pm Tuesday 25 February 2020

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.

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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

Council acknowledge the traditional Wadawurrung owners of the land where we meet today. Council pays its respects to Wadawurrung Elders both past and present and 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 the minutes of the Ordinary Council Meeting held on Tuesday 26 November 2019 as circulated, be confirmed.

5 DECLARATION OF CONFLICT OF INTEREST**6 PUBLIC QUESTION TIME**

7 BUSINESS REPORTS FOR DECISION

7.1 ASSEMBLY OF COUNCILLORS

File Number: 02-03-004

Author: Sharon Naylor, Executive Assistant - Chief Executive Officer

Authoriser: Eric Braslis, CEO

Attachments: 1. Assembly of Councillors Record 10.12.19

RECOMMENDATION

That Council notes the Assembly of Councillors Record from 27 November 2019 to 16 December 2019 as attached.

EXECUTIVE SUMMARY

To present Council with written records of Assembly of Councillors in accordance with section 80A of the *Local Government Act 1989* from 27 November 2019 to 16 December 2019

BACKGROUND

In accordance with Section 80A of the *Local Government Act 1989* a written record of assembly of Councillors must be reported at an ordinary Council meeting and minuted as soon as practicable.

DISCUSSION

The record must include:

1. The names of all Councillors and members of Council staff attending
2. The matters considered
3. Any conflict of interest disclosures made by a Councillor attending
4. Whether a Councillor who has disclosed a conflict of interest left the assembly

CONSULTATION

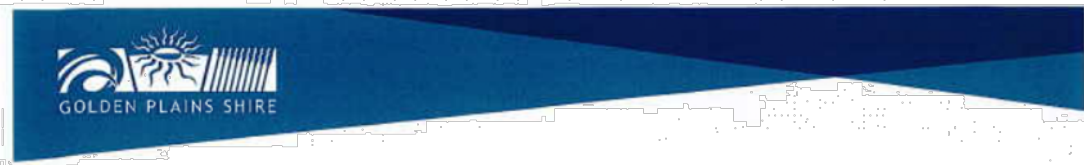
A formal consultation process is not required.

CONFLICT OF INTEREST

In Accordance with Section 80B of the *Local Government Act 1989*, the Officer preparing this report declares no conflict of interest in regards to this matter.

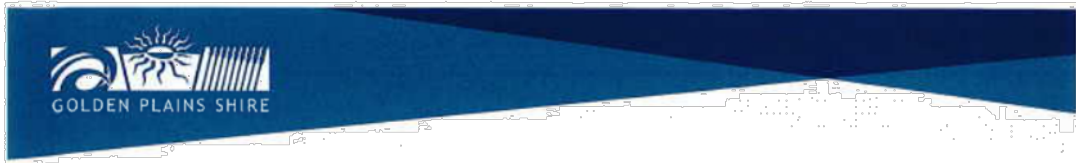
CONCLUSION

The information provided in this report is compliant with Section 76A of the *Local Government Act 1989*.



Assembly of Councillors Record

Date of meeting:	Tuesday 10 December 2019
Time:	12.40pm
Purpose of meeting:	Councillor Briefing session
Councillors present:	Cr Owen Sharkey, Mayor Cr Helena Kirby Cr Nathan Hansford Cr Les Rowe Cr David Evans
Apologies:	Cr Des Phelan, Cr Joanne Gilbert
Council staff present:	Eric Braslis, Chief Executive Officer Steven Sagona, Acting Director Assets & Amenity Lisa Letic, Director Community Services Philippa O'Sullivan, Director Corporate Services Candice Robinson, Corporate Governance Coordinator Suzanne Blaire – Family Day Care Coordinator David Greaves – Works Manager Claire Tehan – People & Culture Manager Fiona Rae – Finance Manager Dean Veenstra – Recreation Team Leader Sarah Fisher – Statutory Planning Team Leader Shannon Fielder – Community Partnerships Officer Matthew McIntyre – Team Leader Development Engineering Sharon MacDonald – Technical Support Officer Tony Talevski – Roads and Waste Services Team Leader Marina Desa – Resource Recovery and Waste Officer
Other people present:	Katie Becker – Consultant at Ricardo Energy Environment and Planning
Conflict of Interest Disclosures (Councillors)	Nil
Conflict of Interest Disclosures (Officers)	Nil
Matters discussed:	<p>Presentations</p> <ul style="list-style-type: none"> Leadership Ballarat and Western Region 2019 Golden Plains Shire Council participant Suzanne Blair Draft Capital budget 2020 Rating Strategy Update <p>Reports</p> <ul style="list-style-type: none"> P19-014 Three lot subdivision at 8 Merino Drive, Teesdale Naming Proposal for Teesdale Tip Road Renaming Line Marking Services - Panel of Suppliers (GPSC - RFT 14/2019) - Awarding of tender 2019 Employee Feedback survey Community Satisfaction Survey - questions for survey in 2020 G21 Geelong Region Alliance - Memorandum of Understanding Public Interest Disclosure Policy Gifts, Benefits and Hospitality Policy Respect Women: Call it out campaign <p>Updates</p> <ul style="list-style-type: none"> Play Space Strategy 2019-2029 - Adoption Waste Management Community Engagement Report Community Grants Review 2020 - Progress Update School Crossings and Electronic School Speed Signs Application for Sheep Farm in Surf Coast Shire



	Confidential Reports Bannockburn Children's Service Long Day Care Proposed Lease Terms Australia Day Awards 2020 Strategic Land Acquisition
Completed by:	Eric Braslis, Chief Executive Officer 

7.2 DELEGATES REPORT - 27 NOVEMBER 2019 TO 16 DECEMBER 2019**File Number:** 78-07-002**Author:** Sharon Naylor, Executive Assistant - Chief Executive Officer**Authoriser:** Eric Braslis, CEO**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Delegates Report – 27 November 2019 to 16 December 2019.

Cr Owen Sharkey

28 November	Presentation from students involved in the Equine Youth Leadership Project
28 November	2019 Annual General Meeting Committee of Geelong Sustainability
29 November	G21 Board Meeting
04 December	RDV Meetin
06 December	BBWF CEC Meeting
09 December	TGB Board Meeting
10 December	Councillor Briefing Meeting
11 December	Sport and Active Recreation Strategy 2020-2030 - Initial Community Reference Group Meeting
12 December	Equine Youth Leadership Project Presentation
13 December	PUGRC Mayor and CEO Forum
13 December	Student Award Presentation – Teesdale Primary
16 December	St Mary MacKillop Graduation Ceremony

Cr David Evans

28 November	G21 Anti Smoking Event
05 December	Teesdale Mechanics Institute Committee of Management AGM
06 December	Rural and Peri Urban Advisory Committee
10 December	G21 Transport Pillar Meeting
10 December	Councillor Briefing Meeting
16 December	Geelong Advisory Committee Event

Cr Les Rowe

10 December	Councillor Briefing Meeting
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7.3 RESPECT WOMEN: CALL IT OUT CAMPAIGN

File Number:**Author:** Lisa Letic, Director Community Services**Authoriser:** Lisa Letic, Director Community Services**Attachments:** Nil**RECOMMENDATION**

That Council receive and note Golden Plains Shires involvement in the Respect Women: Call it out Campaign.

EXECUTIVE SUMMARY

To provide Councillors with information about the Respect Women Call it out Campaign conducted between 25 November and 10 December 2019.

BACKGROUND

The Municipal Association of Victoria (MAV) supported Council with a \$1500 grant to participate in a state-wide campaign 'Respect Women: Call it Out' to coincide with the United Nations (UN) initiative 16 Days of Activism against Gender- Based Violence, 25 November - 10 December 2019.

Councils across Victoria have joined in collective action to prevent gender based violence against women and asked those who see sexism, sexual harassment and disrespect towards women to 'call it out'.

An internal working group have collaborated to develop a multifaceted approach to the local campaign including local identities or influencers making commitments to 'call it out' when they witnessed gender based violence towards women. These statements were videoed and shared through social media and Council's web page.

We know that there is power in using local faces in a behaviour change campaign. 16 recognisable local identities were filmed sharing a united message that 'they supported the campaign and that they would be 'active bystanders''. Pleasingly we were able to get a great cross sections of men, women, age cohorts and geographical representation with residents from Smythesdale, Teesdale, Meredith, Bannockburn, Inverleigh, Batesford, Lethbridge and Linton all appearing in the campaign.

Their videos or still shots have been rolling out across Council's social media and on Councils website and has been supplemented by a range of other initiatives with the consistent call to action including email signatures, stencils asking people to 'call it out' on the footpaths of customer service centres, a story in Plain Talking and feature website banners on Councils website.

CONFLICT OF INTEREST

In accordance with Section 80B of the *Local Government Act 1989*, the Officer preparing this report declares no conflict of interest in regards to this matter.

CONCLUSION

The final video in the series is a positive visual representation of a community united against gender based violence against women <https://gplains.app.box.com/file/571162606064>

7.4 P19-014 THREE LOT SUBDIVISION AT 8 MERINO DRIVE, TEESDALE**File Number:****Author:** Sandra Tomic, Town Planner**Authoriser:** Steven Sagona, Acting Director Planning & Infrastructure**Attachments:**

1. Draft Conditions (under separate cover)
2. Objections (under separate cover)
3. Full Officers Report (under separate cover)
4. Permit Application (under separate cover)

RECOMMENDATION

That Council issue a Notice of Decision to Grant a Planning Permit for the development of a three (3) lot subdivision at 8 Merino Drive, Teesdale, subject to the conditions as attached.

EXECUTIVE SUMMARY

This report relates to a planning permit application for the development of land for the purposes of a three (3) lot subdivision at 8 Merino Road, Teesdale. The application has been referred to the Council meeting for determination because there are objections to the application. This report provides background to the application and a summary of the relevant planning considerations.

The application was referred to Council's Works department for the consideration of drainage matters. Works did not object to the proposal and have also recommended conditions to address drainage and access. Works are required to be undertaken in accordance with Council's Infrastructure Design Manual (IDM).

Objectors are concerned that the proposed subdivision will have a detrimental impact on the character of the area, as they are concerned that the smaller lots (at 0.4ha) will not provide for appropriate spacing between dwellings, and that as a result the character of the area would become more suburban. Objectors stated that the reason that they had moved to Teesdale was for space, with dwellings located central to lots and landscaping which would provide for the screening of buildings. It was considered that the positive aspects of the built form would be lost with smaller lots proposed.

The proposed subdivision satisfies Council's policies surrounding Low Density Residential Development which are designed to protect neighbourhood character. As discussed the proposed lot layout retains existing vegetation and provides opportunities for landscaping, and creates a sufficient size to provide setbacks in accordance with the DDO5.

Although it is acknowledged that the lot sizes are smaller than those within Merino Drive, the original subdivision was developed at a time when the minimum lot size was greater than 0.4ha. The proposed lot sizes comply with the minimum lot size within the Low Density Residential Zone. The site is within the Teesdale town boundary.

BACKGROUND

The subject land is situated on the corner of Bannockburn-Shelford Road and Merino Drive Teesdale. The site currently contains a dwelling, a shed and swimming pool and is further characterised by existing boundary vegetation. Vehicle access is gained from Merino Drive a sealed Council road. There is no access from Bannockburn-Shelford Road, which is managed by VicRoads.

The site is located within the Low Density Residential Zone (LDRZ) and is subject to the Design and Development Overlay – Schedule 5 (DDO5). The land is not affected by any restrictive covenants.

This application originally proposed three (3) lots. The application was amended back to two (2) lots post consultation meeting however no objections were withdrawn. As a consequence the applicant amended the application back to three (3) lots as originally proposed.

POLICY CONTEXT

The site and surrounding land is located in a Low Density Residential Zone (LDRZ). A permit is required to subdivide land under the provisions of the LDRZ. The minimum lot size in the LDRZ is 0.4 hectares. The land is affected by the Design & Development Overlay Schedule 5 (DDO5) which relates to setbacks for the construction of buildings.

The local policy for Low Density Residential Subdivision (Clause 22.09) applies to this application. This policy seeks to ensure the elements of land capability and character are addressed when considering subdivision applications.

DISCUSSION

The proposed subdivision is considered to satisfy the relevant provisions of the planning scheme including State and the local planning policy for Low Density Residential Development (Clause 22.09).

Low Density Residential Development (Clause 22.09) seeks to ensure new lots are of sufficient size for on-site effluent disposal and to maintain the character of low density residential areas. The proposed subdivision design contributes to the character of the area by creating lots of sufficient size to provide setbacks in accordance with the DDO5, retaining existing vegetation where possible and providing space for additional landscaping. The layout will also provide for adequate access from Merino Drive. A land capability assessment submitted with the application demonstrates that the proposed lots are capable of accommodating on-site effluent disposal and the proposed subdivision has adequate infrastructure including sealed road access, drainage and utilities.

CONSULTATION

Notice of the application was given in accordance with Section 52 (1) (a) of the *Planning and Environment Act 1987*. Notice was provided by mail to six (6) adjoining owners and occupiers. Notice was also carried out by placing a sign on the site. Five objections were received.

The objectors and applicant were invited to a consultation meeting held on 30 August 2019. The applicant amended the number of lots proposed down to 2 lots post consultation. There was no resolution or agreement reached. The objections were not withdrawn, and the applicant amended the application back to three (3) lots as originally proposed.

CONFLICT OF INTEREST

In accordance with Section 80B of the *Local Government Act 1989*, the Officer preparing this report declares no conflict of interest in regards to this matter.

CONCLUSION

The application satisfies the provisions of the Planning Scheme, including State and Local planning policies, particularly the Local Policy for Low Density Residential Development (Clause 22.09), the provisions of the Low Density Residential Zone and Design & Development Overlay – Schedule 5, and the decision guidelines of the Planning Scheme (Clause 65). The proposed subdivision design maintains the character of the area and the proposed lots are considered to be capable of on-site effluent disposal.

7.5 PLAY SPACE STRATEGY 2019-2029 - ADOPTION

File Number:**Author:** Brodie Marston, Recreation Development Officer**Authoriser:** Lisa Letic, Director Community Services**Attachments:**

1. Final Play Space Strategy 2019-2029 (under separate cover)
2. Community Feedback Info Graphic (under separate cover)
3. Replacement or Redevelopment Plan (under separate cover)

RECOMMENDATION

That Council:

1. Note the 48 unique public submissions received, inclusive of submissions made on behalf of community groups in response to the public exhibition of the Draft Strategy.
 2. Adopt the final Play Space Strategy 2019-2029 and refer \$300,000 to the draft 2020/21 budget.
 3. Endorse the list of townships identified for play space upgrades: Linton, Dereel, Smythesdale, Ross Creek, Meredith, Napoleons and Lethbridge.
 4. Adopt the recommended *Play Space Replacement or Redevelopment plan* Attachment 3 in relation to the following Play spaces: Bannockburn Dalcruin Drive, Berringa, Corindhap, Inverleigh Lawson's Park, Inverleigh Tennis Club, Maude Tennis Courts, Murgheboluc, Scarsdale, Smythesdale Gardens, Sutherland's Creek Tennis Courts and Teesdale.
-

EXECUTIVE SUMMARY

Council commissioned '@Leisure Planners' to develop a '*Play Space Strategy*' to inform its planning and delivery of outdoor play infrastructure for the period 2019 – 2029.

The draft strategy provides a framework for Council's future management of play spaces giving attention to the provision of high quality play spaces with increased play value. It also recognises that Council has limited resources and capacity to sustain the current level of service provision and maintenance and therefore recommends that whilst some play spaces are enhanced others cannot be maintained without significant additional investment.

A key strategic outcome of the draft strategy is to enhance the play value of some sites to include inclusive play environments where families of all abilities can socialise and play together. The following townships are identified for play upgrades Linton, Dereel, Smythesdale, Ross Creek, Meredith, Napoleons and Lethbridge.

In August, Council endorsed the draft Play Space Strategy for public exhibition for a period of 4 weeks from 28 August to 25 September 2019, giving the community and opportunity to contribute to the draft Strategy.

48 unique submissions or other related feedback have been received during this time, with several submissions representing larger groups. Further community feedback was received following the November Council briefing regarding 3 play spaces recommended for decommission, being Berringa and Shelford Recreation Reserves and Sutherlands Creek Tennis Club.

The Strategic recommendations within the Play Space Strategy 2019-2029 are important for Council to ensure its future provision and maintenance of play spaces align with the needs of the community, whilst being realistic, sustainable and achievable. A separate plan is provided at attachment 3 for sites requiring replacement or removal.

BACKGROUND

Council in partnership with the State Government (Department of Sport and Recreation Victoria) funded the development of a ten year Play Space Strategy to inform Council's planning and delivery of outdoor play infrastructure and services in Golden Plains for the period 2019 – 2029. A copy of the final strategy is provided at attachment 1.

This Play Space Strategy was developed to:

- Define Council's vision and objectives for play space facilities
- Outline the classification and distribution of play spaces within Golden Plains Shire
- Guide Council's future investment in play spaces in the long term through agreed classification and distribution frameworks for Golden Plains Shire

The goals outlined in the Strategy include:

- An affordable distribution of built play spaces across Golden Plains Shire
- Residential areas that support play in their design
- Better quality and value of play spaces through detailed master planning and site design
- More trees and other natural elements in play space
- More opportunities for people of all ages and abilities to play
- Better maintenance of the current play facilities
- Improve the promotion and provision of information about where to play in Golden Plains Shire

Further to this the implementation of the strategy confirms Council's commitment to ensure that play spaces installed and managed by Council need to be safe and comply with the Australian Standards for the development, installation, inspection, maintenance and operation of Playgrounds and playground equipment as per AS/NZS 4486.1:1997 and understanding of the benefit of play spaces and that they are valued by local communities.

POLICY CONTEXT

The *Play Space Strategy 2019-2029* aligns with the following strategic directions in the *2017-2021 Council Plan*:

Promoting Healthy & Connected Communities

- Providing and supporting programs, activities and spaces to promote and encourage health and wellbeing for people of all ages and abilities;
- Supporting local sporting and community groups to provide participation and engagement opportunities.

Managing the natural and built environment

- Work with the community to plan and provide natural and built environments that create safe, accessible, inclusive and inviting public spaces, social infrastructure, open space and destinations for all.

The *Australian Standards* for the development, installation, inspection, maintenance and operation of operation of Playgrounds and playground equipment are specified in *AS/NZS 4486.1:1997*. Council must comply with this standard.

DISCUSSION

The Draft Play Space Strategy was released for public comment on Wednesday 28 August, closing Wednesday 25 September 2019. Copies were made available at the Bannockburn, Linton and Smythesdale Customer Service Centres and on Council's 'Have your Say' website and social media platforms with re-posts during the exhibition period. Invitations to review the Strategy were also emailed directly to community coordinators.

Council received a significant response with 52 submissions in total, 48 of which were unique responses. Several submissions represented larger groups outlined below with the most significant being Sutherlands Creek that represented 88 residents (expressing a consistent view). While 28 submissions were received through the formal 'Have your Say' submission process, the remaining feedback/submissions have been captured from social media responses, direct phone calls and emails to staff.

Community/Community groups represented by submissions include:

- Bannockburn Community Planning Group
- Inverleigh Matters
- Maude Recreation Reserve Committee of Management
- Rokewood/Corindhap Community Coordinators
- Smythes/Ross Creek Community Coordinators
- Woody Yaloak Primary School Committee (4 campuses including Ross Creek).
- Sutherlands Creek Community (88 residents)

An info graphic has been prepared that has 'themed' the community feedback and is available at Attachment 2. Much of this feedback is related directly to those sites identified for removal or replacement in Attachment 3.

Through the consultation phase an error in the draft strategy was identified relating to the Ross Creek play space and a recommendation to decommission this site. The play space at the Ross Creek Recreation Reserve is planned for improvement in the Recreation Strategy 2015-2019 and the Ross Creek Recreation Reserve Masterplan therefore the draft strategy has been amended to reflect that Ross Creek is one of 8 township sites identified for improvement in the strategy (Table 1, page 16), replacing the previously proposed township play space development in Inverleigh who successfully applied for State funding through the 'Pick my Project' grants program. This grant has resulted in the construction of a new play space at the recently named 'Inverleigh River Park'.

In response to the feedback received Councillors requested that staff seek further clarification from the community with regard to three sites: Berringa Recreation Reserve, Shelford Recreation Reserve and Sutherlands Creek Tennis Reserve. All of these sites had been identified for removal. These communities were asked their thoughts on the recommendations and whether they would be interested in alternate play options such as the provision of suitable storage and loose play materials. These Community stakeholders have advised:

- That the play space at Berringa Recreation Reserve is valued by community and should be retained. The reserve is used monthly for a local equestrian activities and regularly by local residents. The community contributed to the development of the play space through fundraising initiatives and support from Ballarat South Rotary. Loose play options are not of interest.
- The Shelford Recreation Reserve play space should remain as it supports female cricket participation by providing activities for children of club cricketers. The reserve hosts a number of community activities and has been earmarked by community as potential site for a future community hub. The site location is ideal as it's elevated and generally safe from flood water experienced at the reserve. Loose play options are not of interest.
- Sutherlands Creek Tennis Club participants and the wider community utilise the play space frequently and that the space should be renewed and a physical play ground provided. Should this not be an option, a suitable, defined and landscaped area needs to be provided, with seating and shade alongside the provision of a storage space filled with loose play materials.

Whilst this feedback has been noted, Council staff propose the original recommendations given the strategic rationale and cost barriers. The financial implications of adopting the policy as is includes a commitment to an annual maintenance budget allocation of \$150K and an annual capital budget allocation of \$150K.

Should Council decide to retain any of the sites in Attachment 3, both the maintenance and capital budgets will need to increase accordingly as per the financial analysis previously provided. These figures are in the order of an additional (on top of the \$300,000 per annum above) \$30,000 per annum maintenance cost and an additional \$600,000 capital replacement cost over the life of the strategy however much of this would be required in the first three years.

In order to facilitate the recommendations within this report it is proposed that a policy be developed to guide the steps taken prior to a final decision being made on each playspace identified for removal which would include requirements for:

- Community consultation
- An agreed methodology for obtaining usage data and defined service/intervention levels (cost per head of usage, percentage usage based on township population)
- Exploration of alternate options for maintaining/managing the play space such as through expressions of interest from community groups in taking on the maintenance responsibility including obtaining public liability insurance coverage that would indemnify Council
- Detailed quotes for ongoing maintenance/renewal
- Seeking Council approval before removing a play space.

Once adopted, Council will progressively work towards the actions and goals within the strategy over the next ten years and follow the key directions outlined:

- Improve the quality, accessibility, diversity, amenity, play and environmental value of play spaces in Golden Plains Shire
- Strategically redevelop 8 key Township parks for play and complete construction of the Bannockburn Heart and in doing so, consolidate provision where there are low value, low use play spaces or two or more play spaces within the one township (in line with future assessment against replacement/redevelopment policy)
- Seek to improve the standard of future urban subdivisions to encourage play, access to nature, independent mobility and liveability
- Adopt guidelines for design requirements, location criteria and what should be provided in each hierarchy of play space
- Maintain a higher annual budget for play space maintenance and renewal in line with the above recommendations and introduce a more regular program of inspections and maintenance for play spaces, especially skate and BMX facilities.
- Seek funding to upgrade all skate parks to increase the size of concrete, prevent maintenance issues and extend usage opportunities
- Improve the promotion of play spaces across Golden Plains Shire
- Develop a policy that guides the approach taken in making the future decisions for removal of play spaces on a case by case basis

CONSULTATION

The draft Play Space Strategy 2019-2029 was endorsed by Council for public exhibition in August, and was available for community feedback from 28 August until 25 September 2019.

The development of the final Play Space Strategy 2019-2029 included significant consultation with the Golden Plains Shire community and input from key internal and external stakeholders. The following engagement methods were used during this process:

- Establishment of a PCG with representatives from Councils Recreation, Health & Wellbeing and Works Teams and Sport & Recreation Victoria
- Community workshops in the South, Centre and North of the Shire (Bannockburn, Dereel and Smythesdale) in September 2018
- An online survey
- Two staff workshops

- Phone interviews with Community Coordinators (where available)
- Promotion of the public exhibition period for feedback on the draft Play Space Strategy.

Consultations were promoted via Councils volunteer database, on the Golden Plains Shire website, on Councils social media platforms and through partner networks, including local schools.

CONFLICT OF INTEREST

In accordance with Section 80B of the *Local Government Act 1989*, the Officer preparing this report declares no conflict of interest in regards to this matter.

CONCLUSION

Council gave public notice of the Draft Play Space Strategy 2019-2029 and received (48) unique submissions, with several representing community groups. Staff have reviewed the submissions received and have made recommendations for changes and options for Council to consider prior to the adoption of the final Play Space Strategy 2019-2029.

The Play Space Strategy 2019-2029 provides Council with strategic direction for the planning and delivery of outdoor play infrastructure and play spaces over the next ten years.

'@Leisure Planners' have produced a final strategy which considers the challenges Council face, whilst being reflective of the community's needs.

7.6 NAMING PROPOSAL FOR TEESDALE TIP ROAD RENAMING

File Number:**Author:** Philippa O'Sullivan, Director Corporate Services**Authoriser:** Philippa O'Sullivan, Director Corporate Services**Attachments:** 1. Map - Teesdale Tip Road, Teesdale (under separate cover)

RECOMMENDATION

That Council:

1. In accordance with the *Naming Rules for places in Victoria – Statutory Requirements for naming roads, features and localities - 2016* consider the proposed name change of 'Teesdale Tip Road' to 'Lightwood Road'.
2. In accordance with Section 223 of the *Local Government Act 1989* invite public submissions for a minimum period of 30 days in response to the proposed name change.

EXECUTIVE SUMMARY

Council received a request from a member of the community (the submitter) to rename 'Teesdale Tip Road' in Teesdale from where it commences at Bannockburn-Shelford Road, Teesdale to where it currently ends at 176 Teesdale Tip Road, Teesdale (see attached map). It was suggested to "use a name more fitting to that area" and make it more appealing to visitors on approach to the town. Following communication with the submitter over the course of the last 3 months the submitter has proposed to rename the road 'Lightwood Road'.

BACKGROUND

There are 2 owners of property on Teesdale Tip Road with no residential dwellings currently addressed to the road. One property owner has the majority of land fronting the road with Golden Plains Shire Council also owning 1 parcel of land (14.29Ha) at 176 Teesdale Tip Road. A portion of this land includes the fenced Teesdale Tip site occupying 6.1Ha with another 3.3Ha currently leased to the Geelong Miniature Aircraft Association Inc. until 30 April 2026. There is one other large parcel of land that has a small portion backing on to Teesdale Tip Road, however this property currently has a Teesdale-Lethbridge Road address.

POLICY CONTEXT

Naming Rules for places in Victoria – Statutory requirements for naming roads, features and localities – 2016 (naming rules) sets out step-by-step information on naming, renaming or changing the boundaries of roads, features and localities in Victoria.

These naming rules are the statutory requirements allowed for under the *Geographic Place Names Act 1998*; they are therefore mandatory for all naming authorities in Victoria.

Following the requirements as set out in Section 2 of the naming rules the proposed name conforms to the general naming principles and ensures that there is no ambiguity, confusion, errors or discrimination in relation to the proposed naming.

DISCUSSION

Early thoughts in regards to a possible name were to use native, local flora and fauna or to use a name significant to the area. One of the proposed names provided by the submitter was 'Fishburn'. The submitter advised that the Fishburn family purchased part of Woolbrook back in the 1940s or 1950s however a search conducted by Council's records department did not find any significant evidence to support this name. The submitter was also unable to provide any documentation or evidence in support of their request. As a result this proposal was abandoned.

Assistance was provided to the submitter to find a suitable name to propose to Council by supplying a list of flora and fauna suggestions including the following:

- Themeda – the genus name for Kangaroo Grass (Themeda triandra), a key component of the rare native grasslands of the Victorian Volcanic Plains.
- Lightwood – The common name for Acacia implexa.
- Glycine – The genus name for Clover Glycine (Glycine latrobeana), a rare native grassland herb of the Victorian Volcanic Plains
- Sunray – Part of the common name for Hoary Sunray (Leucochrysum albicans) , a rare native grassland herb of the Victorian Volcanic Plains
- Murnong – The indigenous name for the Plains Yam Daisy (Microseris lanceolata). May possibly require approval from the Traditional Owners.

The submitter responded with a preference towards 'Lightwood' as there is some of this variety growing nearby and the name works well with street names in the adjacent Tawarri Estate being named after botanical trees.

Council should note that there is a Lightwood Park Road in Haddon however it is outside the 15km duplication radius set out in the naming rules and Lightwood Road is still able to be accepted as an appropriate name.

CONSULTATION

If this recommendation is adopted by Council, in accordance with Section 223 of the *Local Government Act 1989* public submissions will be invited in response to the proposal to formally rename 'Teesdale Tip Road' to 'Lightwood Road'.

The public consultation will be open for a period of 30 days and will include:

- Public notice in the Golden Plains Times and any other local publications deemed appropriate
- Public notice advertised on Council's website
- Social media posts with a link to the public notice on Council's website

A letter will also be forwarded to the current tenant of 176 Teesdale Tip Road and local community groups providing them with an opportunity to make a submission on the name.

CONFLICT OF INTEREST

In accordance with Section 80B of the *Local Government Act 1989*, the Officer preparing this report declares no conflict of interest in regards to this matter.

CONCLUSION

Following a period of discussion with the submitter and determination of a name that complies with the naming rules it is suggested that changing the name of 'Teesdale Tip Road' to 'Lightwood Road' would benefit the community by enhancing the approach to Teesdale. Potential growth in Teesdale may also see further development along this road.

7.7 G21 GEELONG REGION ALLIANCE - MEMORANDUM OF UNDERSTANDING

File Number:**Author:** Sharon Naylor, Executive Assistant - Chief Executive Officer**Authoriser:** Eric Braslis, CEO**Attachments:** 1. **DRAFT G21 Memorandum of Understanding 2020 - 2024 - Confidential (under separate cover)**

RECOMMENDATION

That Council:

1. Enter into the Memorandum of Understanding with G21 for the period 1 July 2020 to 30 June 2024.
2. Authorise the Chief Executive Officer to sign the Memorandum of Understanding between the G21 Geelong Region Alliance and Golden Plains Shire Council for the period 1 July 2020 to 30 June 2024.

EXECUTIVE SUMMARY

Council's approval is sought to enter into a four year Memorandum of Understanding (MOU) between Golden Plains Shire Council (as one of the five member Local Government Authorities) with the G21 Geelong Region Alliance (G21). A copy of the draft Memorandum of Understanding is attached.

BACKGROUND

G21 - Geelong Region Alliance (G21) is the formal alliance of government, business and community organisations working together to improve the lives of people within the Geelong region across five municipalities – Colac Otway, Greater Geelong, Golden Plains, Surf Coast and Queenscliff.

G21 works as a forum to discuss regional issues across interest groups and municipalities resulting in better co-ordinated research, consultation and planning. It also supports the delivery of projects that benefit the region across municipal boundaries and is a platform for the region to speak with one voice to all levels of government.

G21 is also the official Strategic Planning Committee for the G21 region and is responsible for leading the development and implementation of the region's strategic plan. In this role, G21 works closely with, and provides advice to, Regional Development Australia (RDA), the Regional Management Forum (RMF) and the state and federal governments on the region's needs and priorities. The G21 alliance consists of hundreds of members, including municipal councils, businesses, community organisations and government agencies. They are supported by more than 300 community leaders and specialists who are passionate about the future of the G21 region and who volunteer their time to be involved as G21 Pillar (working group) members.

As a not-for-profit organisation, the majority of G21's financial support comes from the five municipal council members, its broader membership base and occasional government or community foundation grants.

G21 has a 15-member Board of Directors. The G21 Board of Directors includes:

- five Councillors representing the G21 municipalities
- five Council Officers representing the G21 municipalities
- five Directors elected by G21 members at the Annual General Meeting

The G21 Board of Directors endorse the priorities identified by the G21 Pillars. They explore methods to implement these projects by engaging with G21 member organisations and other stakeholders to influence potential project funding and support bodies.

CONFLICT OF INTEREST

In accordance with Section 80B of the *Local Government Act 1989*, the Officer preparing this report declares no conflict of interest in regards to this matter.

CONCLUSION

That Council continue it's involved in G21 as its primary vehicle and voice into both the State and Federal Governments for significant projects and policies affecting Golden Plains Shire and the broader region.

7.8 PUBLIC INTEREST DISCLOSURE POLICY

File Number:**Author:** Candice Robinson, Corporate Governance & Risk Coordinator**Authoriser:** Philippa O'Sullivan, Director Corporate Services**Attachments:** 1. Public Interest Disclosure Policy (under separate cover)**RECOMMENDATION**

That Council adopts the Public Interest Disclosure Policy as attached.

EXECUTIVE SUMMARY

The *Public Interest Disclosures Act 2012* (previously named the *Protected Disclosure Act 2012*) (the Act) specifies that agencies who receive public interest disclosures and complaints must adopt and maintain policies and procedures in relation to the handling and management of those disclosures and complaints.

The Protected Disclosures Policy was last reviewed and adopted by Council at its meeting held on 22 August 2017. Whilst the current policy is not due for review until August 2021, legislated changes under the *Public Interest Disclosures Act 2012* are due to commence on 1 January 2020 and have initiated an early review of the policy. Changes are proposed to ensure adherence to legislative requirements and demonstrate Councils commitment to the appropriate handling and management of public interest disclosures and complaints. Changes of significance include, but are not limited to:

- the terms 'protected disclosure' and 'protected disclosure complaint' replaced with 'public interest disclosure' and 'public interest complaint' to align with references in the Act;
- clearly defining the types of disclosures and complaints;
- clearly defining processes and procedures to be followed;
- ensuring correct references to legislation and internal procedures; and
- cosmetic changes including re-formatting the policy to bring it into alignment with the approved Policy template.

The policy is now provided for Council's consideration and adoption. Council should adopt the amended policy prior to legislated changes taking effect on 1 January 2020.

BACKGROUND

The policy has been developed to define and guide processes in relation to public interest disclosures and complaints. The policy is to be read and interpreted in conjunction with the *Public Interest Disclosures Act 2012*.

The policy was last reviewed and adopted by Council in August 2017. Whilst the current policy is not due for review until August 2021, legislated changes under the *Public Interest Disclosures Act 2012* are due to commence on 1 January 2020 and have initiated an early review of the policy.

Amendments have recently been made to a number of Acts relating to the operation of Victoria's integrity system, established to facilitate the confidential disclosure and investigation of improper conduct in relation to public bodies and public officers. The new legislated arrangements aim to improve access for those making disclosures and flexibility for agencies investigating disclosures.

The public interest disclosure scheme is vitally important in ensuring that people who report improper conduct and corruption in the public sector can do so in the knowledge that they will be protected. Protections include keeping the identity of the person reporting improper conduct confidential and protecting them from reprisals including bullying, harassment or legal action.

Further information can be obtained from the Independent Broad-based Anti-corruption Commission (IBAC) website: <https://www.ibac.vic.gov.au/>.

Recognising the importance of public interest disclosure scheme and the number of changes recently made to the *Public Interest Disclosures Act 2012*, an external lawyer was appointed in November 2019 to provide advice and assistance in relation to review of Councils current policies and procedures. All comments and recommendations have been incorporated in policy as attached.

POLICY CONTEXT

Legislation

Public Interest Disclosures Act 2012 (previously named the *Protected Disclosure Act 2012*)

The Local Government Act 1989

Policies and Procedures

Public Interest Disclosure Procedure

DISCUSSION

The current policy adopted in August 2017 provides a brief and high-level overview of protected disclosures processes. In preparation for legislated changes under the *Public Interest Disclosures Act 2012* to take effect on 1 January 2020, a review of the policy has been undertaken. Changes are proposed to strengthen the policy and demonstrate Councils commitment to adhering to legislated requirements. Proposed changes of significance include, but are not limited to:

- the terms 'protected disclosure' and 'protected disclosure complaint' replaced with 'public interest disclosure' and 'public interest complaint' to align with references in the Act;
- clearly defining the types of disclosures and complaints;
- clearly defining processes and procedures to be followed;
- ensuring correct references to legislation and internal procedures; and
- cosmetic changes including re-formatting the policy to bring it into alignment with the approved Policy template.

The amended policy has been prepared in conjunction with an external lawyer and is now provided to Council for consideration and adoption. Council should adopt the amended policy prior to legislated changes taking effect on 1 January 2020.

CONSULTATION

Following adoption by Council, the amended policy will be made available on Council's website. A hardcopy copy of the policy will be made available to members of the community on request. All Councillors and Council staff will be informed of the application of the policy and required undertake appropriate familiarisation training.

CONFLICT OF INTEREST

In accordance with Section 80B of the *Local Government Act 1989*, the Officer preparing this report declares no conflict of interest in regards to this matter.

CONCLUSION

The Protected Disclosures Policy (renamed the Public Interest Disclosure Policy) was last reviewed and adopted by Council in August 2017. With legislated changes under the *Public Interest Disclosures Act 2012* due to commence on 1 January 2020, it is timely for Council to adopt an amended policy. The amended policy is attached for Council's consideration and adoption. Council should adopt the amended policy prior to legislated changes taking effect on 1 January 2020.

7.9 GIFTS, BENEFITS AND HOSPITALITY POLICY

File Number:**Author:** Candice Robinson, Corporate Governance & Risk Coordinator**Authoriser:** Philippa O'Sullivan, Director Corporate Services**Attachments:** 1. Gift, Benefits and Hospitality Policy (under separate cover)**RECOMMENDATION**

That Council adopt the Gifts, Benefits and Hospitality Policy as attached.

EXECUTIVE SUMMARY

The Gifts, Benefits and Hospitality Policy was presented to the Council at its 26 November 2019 Council meeting, however at that time Council did not adopt the proposed policy. Since that time, the policy has been updated to reflect changes discussed, mainly relating to the whether the purchase of alcohol using Council funds at external events should not be permitted. This inclusion will strengthen the previous version which stated that the purchase of alcohol using Council funds was not permitted for internal events only. It should be noted that that the ability to consume what is considered a civic and reasonable amount of alcohol may still be permitted but is required to be purchased by the individual.

Each public sector organisation is required to develop and implement a gifts, benefits and hospitality framework and policy. A review of the Golden Plains Shire Council gifts, benefits and hospitality framework and policy has recently been undertaken. The review encouraged the current Policy to be re-modelled in accordance with the Victorian Public Sector Commission's (VPSC) Gifts, Benefits and Hospitality – Policy Guide and the Department of Environment, Land, Water and Planning (DELWP) Gifts, Benefits and Hospitality – Model Policy. Whilst it is not mandated for councils to adopt the DELWP model policy, Council has an opportunity to adopt a policy that is in line with contemporary public sector best practice guidelines and community expectations of public officials.

Currently Council's framework encompasses an Organisational Policy applicable only to staff and separate provisions for the Mayor and Councillors in the Councillor Code of Conduct. It is now recommended that Council adopt a clear position in relation to the acceptance and provision of gifts benefits and hospitality and a Council Policy document that is applicable to both Councillors and staff. Proposed changes of significance include, but are not limited to:

- clearly defining the types of gifts, benefits and hospitality;
- increasing declaration requirements;
- changes to the provision of catering and alcohol, specifically, no alcohol to be purchased with Council funds at internal and external events; and
- publish a public version of the gifts, benefits and hospitality register on Council's website.

The Gifts, Benefits and Hospitality Policy was presented to Audit and Risk Committee at its 10 September 2019 meeting. The committee recommended that following presentation to the Staff Consultative Committee in early November 2019 that Council consider and adopt the policy at its 26 November 2019 Council meeting. At that meeting Council did not adopt the proposed policy. The policy has since been updated to reflect changes discussed and is now further presented.

BACKGROUND

The way organisations respond to offers of gifts, benefits and hospitality is critical to good governance, transparency and earning and sustaining the trust of the community and key stakeholders.

Each public sector organisation is required to develop and implement a gifts, benefits and hospitality policy. The VPSC publishes tools and resources to help agencies implement a suitable gifts, benefits and hospitality framework. These include a policy guide, model declaration form and register. The VPSC framework recognises that policies can include one of two approaches, either:

- a total ban on the acceptance of gifts, benefits and hospitality; or
- acceptance of gifts within an approved framework.

In addition to the VPSC tools and resources, DELWP have issued a Gifts, Benefits and Hospitality – Model Policy to support the VPSC’s second approach of acceptance of gifts within an approved framework. These resources, along with other supporting information, can be accessed on DELWPs website: <https://www2.delwp.vic.gov.au/boards-and-governance/gifts,-benefits-and-hospitality>.

Whilst it is not mandated for councils to adopt the DELWP model policy, Council has an opportunity to adopt a policy that is in line with contemporary public sector best practice guidelines and community expectations of public officials.

Currently Council’s framework encompasses an Organisational Policy applicable only to staff and separate provisions for the Mayor and Councillors in the Councillor Code of Conduct. It is now recommended that Council adopt a clear position in relation to the acceptance and provision of gifts benefits and hospitality and a Council Policy document that is applicable to both Councillors and staff.

POLICY CONTEXT

Strategic Documents, Policies or Procedures

- Code of Conduct for Employees
- Code of Conduct for Councillors
- DELWP Gifts, Benefits and Hospitality – Model Policy (July 2019)
- Minimum accountabilities for the management of gifts, benefits and hospitality
- Victorian Auditor-General’s Report – Implementing the Gifts, Benefits and Hospitality Framework
- VPSC Gifts, Benefits and Hospitality – Policy Guide (June 2018)

Legislation

- *The Local Government Act 1989*
- *Independent Broad-based Anti-corruption Commission (IBAC) Act 2011*

DISCUSSION

The policy has been developed in accordance with:

- VPSC Gifts, Benefits and Hospitality – Policy Guide (June 2018); and
- DELWP Gifts, Benefits and Hospitality – Model Policy (July 2019).

It is recommended that Council adopt an approach of acceptance of gifts within an approved framework. The purpose of the Policy is to clearly state Council’s position on:

- responding to offers of gifts, benefits and hospitality;
- providing gifts, benefits and hospitality; and
- support individuals within Council to avoid conflicts of interest and maintain high levels of integrity and public trust.

The review has incorporated a significant rewrite from the previous methodology and policy. The changes of major significance compared to current practice, are detailed in Table 1.

Table 1: Significant changes compared to current practice

Topic	Current Practice	Proposed Change
Structure of Policy	Organisational Policy applicable only to staff. Separate provisions related to the Mayor and Councillors in the Councillor Code of Conduct.	Adopt a strategic position and Council Policy document applicable to both Councillors and staff.
Types	Types of gifts, benefits and hospitality not defined.	Gifts, benefits and hospitality defined as either: <ul style="list-style-type: none"> • Token Offers (\$50 or less); or • Non token Offers (more than \$50)
Declaration	Only required where valued at \$500 or more over a five year period.	No declaration for token offers (\$50 or less), subject to provisions included in the Policy. Declaration required for non-token offers (more than \$50).
Provision of Alcohol	Alcohol purchased with Council funds and provided at internal and external events.	No alcohol purchased with Council funds at internal events. Councillors and staff may purchase alcohol if they choose and where appropriate. No alcohol purchased with Council funds to serve at external events for external guests.
Register	Internal gifts, benefits and hospitality register maintained.	In addition to the internal register, maintain a public register and make the public register available on Council's website.

The Gifts, Benefits and Hospitality Policy was presented to Audit and Risk Committee at its 10 September 2019 meeting. The committee recommended that following presentation to the Staff Consultative Committee in early November 2019 that Council consider and adopt the policy at its 26 November 2019 Council meeting. At that meeting Council did not adopt the proposed policy. The policy has since been updated to reflect changes discussed and is now further presented.

CONSULTATION

Councillors and the Senior Management Team were initially consulted to establish an agreed outcome of the policy review. The Policy was presented to the Staff Consultative Committee Meeting in November 2019.

CONFLICT OF INTEREST

In accordance with Section 80B of the *Local Government Act 1989*, the Officer preparing this report declares no conflict of interest in regards to this matter.

CONCLUSION

A review of the Gifts, Benefits and Hospitality Policy has been undertaken. The new policy has been prepared in accordance with the Victorian Public Sector's guide and model policy. The policy was presented to Audit and Risk Committee at its 10 September 2019 meeting and is now provided for Council's consideration and adoption.

7.10 LINE MARKING SERVICES - PANEL OF SUPPLIERS (GPSC - RFT 14/2019) - AWARDING OF TENDER

File Number:

Author: David Greaves, Works Manager

Authoriser: Steven Sagona, Acting Director Planning & Infrastructure

Attachments:

1. Tender Evaluation Report - Confidential - Confidential (under separate cover)
2. Tender Evaluation Panel Report Detail - Confidential (under separate cover)

RECOMMENDATION

That Council:

1. Award contract GPS-RFT 14/2019, Panel of Suppliers for the supply and delivery of Line Marking Service to the following suppliers for the tendered schedule of rates for the initial contract term of three years with a two year extension option.
 - (a) Southern Highway Services
 - (b) Summerhill Maintenance Services Pty.Ltd.
 - (c) Smith & Wil Asphaltting Pty.Ltd.
2. Delegate to the Chief Executive Officer or his delegate authority to execute the associated Contract on behalf of Council.
3. Delegate to the Chief Executive Officer or his delegate authority to extend the GPS-RFT 14/2019 Panel of Suppliers – Line Marking contract at the end of the initial contract period for a further two years.

EXECUTIVE SUMMARY

Golden Plains Shire Council wishes to engage suitably qualified experienced providers for the provision of Line marking services in accordance with the requirements of this specification. The broad objectives of the contract are to deliver:

- Line marking services for the Golden Plains Shire Council, emphasising continuous quality improvement; and
- Cost effective, reliable and efficient Line marking services which comply with Government Acts, regulations, local laws and policies.

BACKGROUND

Council has budgeted for \$100,000 to be expended during 2019/20 on linemarking maintenance. Additionally, line marking will also be completed as part of all future road capital works upgrades and renewals. Tenders were invited for the delivery of Line Marking services to Golden Plains Shire Council on 31 August 2019, closing 9 October 2019. Four [4] tenders were received, all of which were assessed as being fully compliant and conforming.

All works are to be carried out in accordance with the latest issue of VicRoads Standard Specifications, in particular; Section 721 and 853. The Contractor is required to provide high quality pavement marking services to ensure that Council's assets are:

- Maintained in a high stand, in accordance with Council's Asset Management Plans, and contribute to user satisfaction and safety;
- Present in a manner which reflects Council's professional image
- Contribute to Council's ability to provide high quality customer services; and

- Be responsive to the seasonal and special event requirements of the Shire.
- This is a schedule of rates tender, and accordingly, suppliers accepted onto the panel will be paid the appropriate rate for the type of Line Marking or services provided. Council will not restrict itself to purchasing from only one supplier. Acceptance to the panel of preferred suppliers is no guarantee of work and Council maintains the ability to seek quotations outside the preferred panel process if it deems appropriate and/or necessary. The Contract period is for an initial 3 years with 2 by 1 year options to extend.

Moving to a panel of suppliers is another example of Council continuing to improve its procurement practices for better value, efficiency and compliance.

EVALUATION PROCESS

The Tender Evaluation Panel (TEP) conducted a thorough evaluation of all conforming tenders. The evaluation panel determined a consensus for each weighted criteria to allow an evaluation score for each tender. The TEP was formed with the following personnel:

Name	Position	Role
Sharon MacDonald	Technical Support Officer	Scoring
Matthew McIntyre	Team Leader – Development Engineering	Scoring
Tejaswi Giri	Development Engineer	Scoring
Thomas Lindberg	Contract & Procurement Specialist	Non Scoring & Panel Chair

All members of the TEP have completed conflict of interest and confidentiality deeds prior to being provided with any of the Tender submissions. The TEP note that there were no Conflicts declared for this evaluation. Each conforming submission was reviewed and evaluation using the agreed evaluation criteria as follows:

Mandatory Criteria	
Occupational Health & Safety	Pass/Fail
Insurance	Pass/Fail
Risk Management Policy	Pass/Fail
Quality Policy & Management System	Pass/Fail
Weighted Criteria	Weighting
Capability	30%
Capacity	25%
Price	40%
Geographical Location	5%
Total	100%

EVALUATION OUTCOME

Below are the weighted assessment results of the quantitative/qualitative and pricing criteria.

The following 3 tenderers received are recommended for inclusion onto the panel.

Specialty Equipment	Weighted Assessment Score (%)	Rank
Southern Highway Services	88	1
Summerhill Maintenance Services Pty Ltd	86	2
Smith & Wil Asphaltting Pty Ltd	78	3

The fourth tender was not considered due to their lowest overall score based on capacity, capability and geographical location.

FINANCIAL & RISK MANAGEMENT IMPLICATIONS

All costs incurred by Council in the supply of line marking will be managed within the capital and operating budgets where line marking may be required.

CONFLICT OF INTEREST

In accordance with Section 80B of the *Local Government Act 1989*, the Officer preparing this report declares no conflict of interest in regards to this matter.

CONCLUSION

The Tender Evaluation Panel conducted a thorough evaluation of compliant tenders using the tender evaluation criteria. All four [4] tenders were assessed against the evaluation criteria and 3 demonstrated the capability of providing best value to Council. Therefore three [3] tenders are recommended to be accepted onto the panel for the supply for line marking services.

8 NOTICES OF MOTION

Nil

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 89(2) of the *Local Government Act 1989*:

10.1 AUSTRALIA DAY AWARDS 2020

This matter is considered to be confidential under Section 89(2) – h 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 matter which the Council or special committee considers would prejudice the Council or any person.

10.2 STRATEGIC LAND ACQUISITION

This matter is considered to be confidential under Section 89(2) – d 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 contractual matters.

10.3 BANNOCKBURN CHILDREN'S SERVICE LONG DAY CARE 2020 SERVICE PROVISION

This matter is considered to be confidential under Section 89(2) – 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 industrial matters.