



AGENDA

Council Meeting

6.00pm Tuesday 23 November 2021

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

NEXT COUNCIL MEETING
6.00pm Tuesday 21 December 2021

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

Golden Plains Shire spans the Traditional lands of the Wadawurrung and Eastern Maar people. We acknowledge them as the Traditional Owners and Custodians. Council pays its respects to Wadawurrung Elders past, present and emerging. Council also respects Eastern Maar Elders past, present and emerging.

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

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

That the minutes of the Council Meeting held on Tuesday 26 October and Tuesday 16 November 2021 as circulated, be confirmed.

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

7 BUSINESS REPORTS FOR DECISION**7.1 DELEGATES REPORT - 26 OCTOBER 2021 TO 22 NOVEMBER 2021****File Number:****Author:** Sharon Naylor, Executive Assistant - Chief Executive Officer**Authoriser:** Eric Braslis, CEO**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Delegates Report – 26 October 2021 to 22 November 2021.

	Cr Kirby	Cr Cunningham	Cr Gamble	Cr Getsom	Cr Rowe	Cr Sharkey	Cr Whitfield
Council Meeting	✓	✓	✓	✓	✓	✓	✓
Councillor Briefing	✓	✓	✓	✓	✓	✓	✓
Strategic Councillor Briefing	✓	✓	✓	✓	x	x	✓
Portfolios	✓	✓	✓	✓	x	✓	✓

Cr Helena Kirby

27 October	Property Council - V Summit - Future of Affordable Housing
28 October	Transport Accessibility Strategy: Workshop
29 October	G21 Board meeting
29 October	Rural Councils Victoria Annual General meeting
9 November	Audit and Risk Committee meeting
9 November	Meeting with Louise Staley MP
11 November	Remembrance Day Services throughout the Shire
11 November	G21 Annual General meeting
12 November	Meeting with Michaela Settle MP
12 November	Meeting with Department of Transport

Cr Brett Cunningham

9 November	Audit and Risk Committee meeting
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Cr Gavin Gamble**Cr Ian Getsom****Cr Les Rowe**

28 October	G21 Arts, Heritage & Culture Pillar meeting
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Cr Owen Sharkey

18 November	Geelong Regional Library Committee Board meeting
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Cr Clayton Whitfield

7.2 COMMUNITY STRENGTHENING GRANTS - ROUND 2 2021

File Number:**Author:** Ben Jordan, Manager Recreation & Community Development**Authoriser:** Steven Sagona, Acting Director Community Services**Attachments:**

1. Community Strengthening Grants - Applications Round 2, 2021 (under separate cover)
2. Community Strengthening Grants 2020 and 2021 - Program Summary and Highlights (under separate cover)

RECOMMENDATION

That Council note and acknowledge the approved Community Strengthening Grants, Round 2 2021 to the value of \$74,991 (summarised in Attachment 1) to the following recipients:

- Haddon Community Learning Centre Inc - Haddon CLC Recording Studio - \$5,000
- Turtle Bend Committee of Management - Turtle Bend Bridge Path - \$8,000
- Moorabool Catchment Landcare Group - Agricultural and Environmental Managers Demonstration Day Project - \$608
- Geelong Landcare Network Inc - Building Community Capacity for Environmental Action in the Bannockburn/Bruce's Creek Area - \$5,000
- Teesdale Mechanics Institute Committee of Management - Here's Looking at You - \$5,850
- Sutherlands Creek Tennis Club - Sutherlands Creek Tennis Club Foundation Stone and Outdoor Area Enhancement Project - \$5,900
- Smythesdale Petanque Club - Lighting for Woody Yaloak Recreation Reserve Building - \$2,000
- Woody Yaloak Athletic Club - Haddon User Group Storage Shed - \$10,000
- Turtle Bend Committee of Management - Turtle Bend Lantern Parade Workshop - \$2,130
- Bannockburn Golf Club - New Trencher to Install Grass on the Greens - \$5,772
- Teesdale Cricket Club - Point of Sale System - \$2,796
- Rokewood and Corindhap Football and Netball Club - Goal Netting - \$10,000
- Dolphins Basketball Club - Training Equipment and Storage - \$4,211
- Bannockburn Cricket Club - BCC Women's Team Equipment - \$3,500
- Woody Yaloak Historical Group - Replacement of the War Memorial Sign at Ross Creek Avenue of Honour - \$374
- Volunteering Geelong - Building Stronger Volunteer Community Advocates - \$3,850.

EXECUTIVE SUMMARY

The purpose of this report is for Council to note and acknowledge the recommended funding of 16 projects, proposed by a variety of community groups through Council's Community Strengthening Grants Program, Round 2 2021.

Council received 23 applications for Round 2 during September 2021 as summarised in Attachment 1. The 16 proposed projects assessed as successful for grant funding will require \$74,991 to complete across the grant streams as follows:

- \$56,383 for Health and Wellbeing, Sports and Recreation projects through the Healthy Active Living Stream
- \$13,000 for Arts and Culture projects through the Creative Communities Stream
- \$5,608 for Environmental projects through the Environment and Sustainability Stream.

Council's contribution of \$74,991 for the Round 2 Community Strengthening Grants 2021 will deliver \$149,982 in total value (across the 16 projects).

Successful recipients will be acknowledged via a Community Strengthening Grants presentation at the Council meeting on 23 November 2021.

BACKGROUND

Council is committed to ensuring Golden Plains communities thrive. The Community Strengthening Grants Program provides funding, expertise and support to not-for-profit organisations and community groups that deliver outcomes aligned to the Golden Plains Community Vision 2040 and the Council Plan.

A revised Community Grants Program Framework was developed and adopted by Council in February 2020. The grant program has a focus on:

- Empowering communities to identify and respond to local areas of need
- Partnering with community organisations to deliver shared outcomes
- Activating community participation amongst residents
- Building capacity within the community sector.

Under the Community Grants Program Framework, there are objectives, criteria, and application and assessment forms specific to each of the following 4 grant streams:

- **Healthy Active Living** which seeks projects that help achieve the strategic objectives of the Municipal Public Health and Wellbeing Plan, and the Sport and Active Recreation Strategy 2020-2030.
- **Community Safety** which seeks projects that help achieve the goals, outcomes and strategic objectives of the Council's Community Safety Team.
- **Creative Community** which seeks projects that help achieve the goals, outcomes and strategic objectives of Council's Arts and Culture Strategy 2018-2022.
- **Environment and Sustainability** which seeks projects that help achieve the goals, outcomes and strategic objectives of Council's Environment Strategy 2019-2027.

All streams of the Community Strengthening Grants are funded on a matched 1:1 ratio for amounts of up to \$10,000.

DISCUSSION

The Community Strengthening Grants, Round 2 2021 opened on 1 September and closed on 30 September 2021, with extensive promotion and advertising through:

- Council's website
- Media release
- Social media
- Community newsletters including Meredith News, Linton News, Skipton News, Rokewood and District Newsletter, Woody Yaloak Herald (Haddon) and Inverleigh News
- Community Planning Program news alert
- Golden Plains Gazette, issue 4, 2021
- Emails to Community Groups, Committees, Sport and Recreation Clubs
- Web banner

Community Strengthening Grant drop-in sessions were conducted at Bannockburn, Rokewood, Haddon and Inverleigh. Two additional drop-in sessions at Smythesdale, were cancelled due to COVID-19 pandemic 'snap' lockdowns. To offset this, communities were offered one-to-one grant conversations and support sessions with Council's Community Partnerships Officer.

Applications Received and Assessed

Initially, 23 applications were received for the Community Strengthening Grants Round 2 2021 requesting \$135,071 in funding. Following eligibility assessment of grant applications, 4 were ruled as ineligible under the program guidelines. Following assessments and scoring, a further 3 grant applications were unsuccessful due to the competitive and oversubscribed grant round.

The 23 applications were assessed with the outcomes and breakdown of grants across all streams as follows:

- Council received 5 applications to the **Environment and Sustainability** stream requesting a total of \$33,608 in funding. This included applications from:
 - Moorabool Catchment Landcare Group: Agricultural and environment demonstration day project - \$3,608 (\$3,000 of the project budget did not meet the grant application funding guidelines - \$608 to be offered).
 - Geelong Landcare Network Inc: Feasibility study for local community Indigenous nursery - \$5,000 (application assessed as unsuccessful by panel).
 - Geelong Landcare Network Inc: Building community capacity for environment action in the Bannockburn/Bruce's Creek area - \$5,000.
 - MJM Investments [Vic] Pty Ltd: Bringing Wild Back - \$10,000. (the grant application did not meet the funding guidelines).
 - Haddon Primary School: Resilience Garden - \$10,000. (the grant application did not meet the funding guidelines).
- Council received 15 applications to the **Healthy and Active Living** stream requesting a total of \$77,212 in funding. This included applications from:
 - Bannockburn Cricket Club: BCC Women's Team Equipment - \$4,662 (applicant to be offered \$3,500 due to oversubscribed round).
 - Sutherland Creek Tennis Club: Foundation Stone and Outdoor Improvements - \$5,900.
 - Bannockburn Golf Club: New Trencher to install 'Grass on the Greens' - \$5,772.
 - Smythesdale Petanque Club: Outdoor lighting for Woody Yaloak Recreation Reserve Building - \$2,000.
 - Rokewood and Corindhap Football and Netball Club: Goal Safety Netting - \$10,000.
 - StudioArt6: Mini MasterChef's - \$3,500 (the grant application did not meet the funding guidelines).
 - Woody Yaloak Athletic Club: Haddon user group storage shed - \$10,000.
 - Haddon Community Learning Centre Inc: Art, Recipes and Antidotes - \$6,900 (application unsuccessful due to oversubscribed grant round).
 - Woody Yaloak Historical Group: Replacement of the War Memorial Sign at Ross Creek Avenue of Honour - \$374.
 - Teesdale Mechanics Institute Committee of Management: Here's looking at you - \$5850
 - Teesdale Cricket Club: Point of Sale System - \$2,796.
 - Teesdale Cricket Club: Electronic Scoreboard - \$8,267 (application unsuccessful due to oversubscribed grant round).
 - Dolphins Basketball Club: Training equipment and storage - \$5,211 (applicant to be offered \$4,211 due to oversubscribed round).
 - Volunteering Geelong: Building Stronger Volunteer Community Advocates - \$3,850.
 - Turtle Bend Committee of Management: Turtle Bend Lantern Parade Workshops - \$ 2,130.

- Council received 2 applications to the **Creative Community** stream requesting a total of \$15,000 in funding. This included applications from:
 - Haddon Community Learning Centre Inc.: Haddon CLC Recording Studio - \$5,000.
 - Turtle Bend Committee of Management: Turtle Bend Bride Path - \$10,000 (applicant to be offered \$8000 due to oversubscribed round).
- Council received 1 application to the **Community Safety** stream requesting \$9,251 in funding. The application was from:
 - The Leigh District Riding Club: Upgrading emergency management facility at Victoria Park, Inverleigh: \$9,251 (the grant application did not meet the funding guidelines).

Assessment Process

Each application was assessed for eligibility and then evaluated by an internal panel using SmartyGrants software against the following criteria identified in the funding guidelines for applicants:

- Clear objectives (10%)
- Alignment with the specific grant streams objectives (30%)
- Clear outcomes and benefits to target group (20%)
- Lasting community impact (20%)
- Project management ability (10%)
- Budget (10%)

The panel for each stream was made up of the Community Partnerships Officer with either the Manager or officers whose roles are directly related to each particular stream - for example, the Arts and Culture Advisor for the Creative Community Stream or Recreation Officer for Healthy Active Living Grants. The panel assessed each application they were assigned individually, through SmartyGrants. The assessment forms were consistent across streams. Once the applications had been assessed and scored individually, these assessments were collated and the panel met to discuss each one, to compare and justify the scores they had given.

As required under the Community Grants Framework, the full list of projects, details of assessment and recommendations for funding were provided to the Chief Executive Officer for review and approval (as detailed in Attachment 1). The CEO has reviewed and approved the 16 projects for funding to the total value of \$74,991 as listed in the report recommendation.

Council's contribution of \$74,991 for the Round 2 Community Strengthening Grants 2021 will leverage a further \$74,991 from the community in the delivery of the 16 projects. With matching community contributions, this equates to \$149,982 in total value for Council's investment.

It should be noted that for grants applications that either did not meet the funding criteria or were assessed as unsuccessful, Council officers will make contact with the applicants to further advise and assist with future or alternative grants/funding options.

Program Analysis

Analysis of the previous Community Strengthening Grants round (\$44,531 in funding was awarded to 12 community projects) identified the need to further build the capacity of community groups in gathering information and presenting quality grant applications, opportunities for support and mentoring. Activities to assist with this included:

- Volunteer Project Management and Developing Your Big Ideas training sessions were held during June/July 2021. This was made available to volunteers based on an expression of interest application process.
- In the lead up to Round 2 of the Community Strengthening Grants 2021, 6 scheduled community grant drop-ins at Bannockburn, Dereel, Inverleigh, Rokewood, Haddon and Smythesdale were scheduled, allowing community groups/members an opportunity to

discuss their grant applications, clarify any grant criteria requirements and better understand the requirements of an auspice arrangement. Due to COVID-19 pandemic 'snap' lockdowns Smythesdale and Dereel were cancelled, however the Community Partnerships Officer offered one-to-one online or phone conversations to further support community groups.

- A new Auspice agreement form was developed and implemented for Round 2 Community Strengthening Grant program to assist community groups who were not incorporated and required insurance support.
- Changes to the online grant application forms and interface were implemented based on feedback provided after Round 1 2021 Community Strengthening Grant round.

Round 2 of the 2021 Community Strengthening Grants Program was oversubscribed with 23 initial applications requesting a total \$135,071. This is a strong indication that the additional support provided to community groups has assisted in building capacity to prepare applications.

The submission of funding applications/supporting documents and subsequent assessment of the Community Strengthening Grants Round 2, 2021 was impacted by SmartyGrants online software system errors/upgrades. After being made aware of this, Council officers individually contacted all community applicants to ensure relevant information could also be submitted manually. At this point, the software supplier has indicated these issues have been resolved and should not impact future Community Strengthening Grants rounds.

In addition, for this round, a new question asking grant applicants how many volunteers will work on the grant projects was collected. It has been indicated that a total of 762 volunteers will participate in the successful grant projects.

A short summary detailing the delivery of Community Strengthening Grants over the previous two calendar years (and since adoption of new Framework in February 2020) is provided as Attachment Two. This highlights a sample of the various projects delivered and community outcomes achieved with the assistance of Council's Strengthening Grants Program.

Awarding of Successful Grants

Following acknowledgement of this report at the Council Briefing on 16 November, Councillors will be invited to recognise the successful grant recipients at the commencement of the Council Meeting on 23 November 2021. A short description of each group's project, its importance to the community and the amount of funding awarded will be announced.

Representatives from the successful community groups will be invited to attend the Council Meeting or dial into the meeting virtually.

REPORTING AND COMPLIANCE STATEMENTS

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

(Consideration of Public Transparency Principles under s.58 of LGA 2020)	
Strategies and Plans (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	No
Financial Management (Consideration of Financial Management Principles under s.101 of LGA 2020)	Yes
Service Performance (Consideration of Service Performance Principles under s.106 of LGA 2020)	No
Risk Assessment	Yes
Communication	Yes
Human Rights Charter	No

POLICY/RELEVANT LAW

5.1 Community Grants Program Policy.

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

ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

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

COMMUNITY ENGAGEMENT

The following strategies were undertaken to promote the Community Strengthening Grants Program, Round 2 2021:

- Promotional articles published in the Golden Plains Gazette and in a number of community newsletters.
- Multiple emails were provided to community groups, sport and recreation clubs, community coordinators, committees of management and kindergarten committees.
- A variety of articles and promotion was undertaken via Council's website and Social Media platforms including the promotion of two training offerings - Developing Your Big Ideas and Project Management.
- One-on-one mentoring was offered and provided by the Community Partnerships Officer via meetings, online conferencing or over the telephone.

PUBLIC TRANSPARENCY

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

FINANCIAL MANAGEMENT

Council's Annual Budget provides an allocation of \$157,500 toward the Community Grants Program, of which \$12,500 is allocated to SmartyGrants management software. This enables \$145,000 in total grant value to be provided across the Financial Year.

Proposed funding of \$74,991 in this round leaves approximately \$70,000 in budget for the Community Strengthening Grants Round 1, 2022 which is scheduled for April next year.

RISK ASSESSMENT

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

COMMUNICATION

Communication on the outcome of all applications received for the Community Strengthening Grants will occur following this report being acknowledged by Council. A ceremony to award the grants at the Council meeting on 23 November 2021 will be undertaken and the outcomes will be promoted via Council's digital and print media platforms.

HUMAN RIGHTS CHARTER

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

OPTIONS

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

This option is recommended by officers as the Community Grants Program Framework as adopted by Council in February 2020 has been applied to all grants applications and following an assessment process, the funded projects have been approved by the CEO.

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

This option is not recommended by officers.

CONFLICT OF INTEREST

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

CONCLUSION

Round 2 applications for the 2021 Community Strengthening Grants Program have been assessed against the criteria set by Council under the Community Grants Program Framework that was revised and adopted in February 2020.

Following CEO review, 16 projects as summarised in Attachment One have been approved for funding to the total value of \$74,991 across three of the four funding streams – Healthy Active Living, Creative Community and Environment and Sustainability. Council's investment of \$74,991 will deliver a return of \$149,982 in total project value to local communities across Golden Plains Shire and the estimated that 762 volunteers will be engaged in these projects.

Following acknowledgement of this report at the Council Briefing on 16 November, Councillors will be invited to recognise the successful grant recipients at the commencement of the Council Meeting on 23 November. A short description of each group's project, its importance to the community and the amount of funding awarded will be announced.

Representatives from the successful community groups will be invited to attend the Council Meeting or dial into the meeting virtually.

7.3 ADOPTION OF THE ARTS, CULTURE AND HERITAGE STRATEGY 2022-2026

File Number:**Author:** Fiona Lee, Arts and Culture Advisor**Authoriser:** Steven Sagona, Acting Director Community Services**Attachments:** 1. Golden Plains Shire Arts, Culture and Heritage Strategy 2022-2026 (under separate cover)**RECOMMENDATION**

That Council:

1. Notes that the draft 'Golden Plains Shire Arts, Culture and Heritage Strategy 2022-2026' has been publicly exhibited with no submissions received.
2. Adopts the 'Golden Plains Shire Arts, Culture and Heritage Strategy 2022-2026' (Attachment 1).

EXECUTIVE SUMMARY

The Golden Plains Shire Arts, Culture and Heritage Strategy 2022-2026 (Attachment 1) has been developed in conversation with the Golden Plains community. It describes our cultural aspirations and details four clear strategic directions, each with a list of key actions to enable Council to deliver on a number of objectives. The objectives guiding this strategy ensure that arts, culture, and heritage initiatives directly and measurably contribute to connected and resilient communities, whose cohesion is strongly linked to arts and culture, health and wellbeing, and economic development. The Strategy promotes understanding and celebration of our indigenous heritage, rich histories and creative future.

Following a period of public exhibition during September and October 2021 with no public submissions received, it is recommended that the Strategy be adopted by Council.

BACKGROUND

The development of an Arts, Culture and Heritage Strategy was commissioned by Council in May 2021. In developing the Strategy, Council acknowledges the relevance and importance of arts, cultural and heritage activity in achieving key goals set out in its Council Plan 2021 – 2025, and the relationship between arts, culture and heritage with the key themes and priorities of the Golden Plains Community Vision 2040 - Community, Liveability, Sustainability and Prosperity.

DISCUSSION

Over the last 18 months, Council has been deliberative in mapping a new and more sustainable course for arts, culture, and heritage in the municipality. A robust engagement and community partnership approach has been successful in building community capacity and has enabled Council to deliver, in partnership with the community, a number of key initiatives such as the audit and documentation of the civic collection, the strengthening of arts, culture and heritage within the Community Strengthening Grant program, policy development, and capacity building for artists and historical societies. Council also facilitated the collaborative multimedia project 'Zoom me a River', which was instrumental in connecting and inspiring creative practitioners and audiences safely during a particularly difficult period of the Covid-19 pandemic.

In line with community feedback, the Strategy sees Council continue to focus on community led activation of the Shire's unique spaces and places, increasing the accessibility and impact of arts, culture and heritage programs and events across Golden Plains. The Strategy responds to the rapidly evolving digital landscape, and provides a renewed understanding of the importance of bringing communities and townships together through arts, culture and heritage for social wellbeing and cohesion.

Areas of strategic focus are:

1. Increased opportunity for accessibility and participation in arts, culture and heritage programs and events to build professional, resilient, and inclusive creative communities.
2. Celebrating and enhancing our unique cultural history through shared storytelling, first nations led practice, maintenance of council owned assets, and development of tourism activities and resources.
3. Activating public spaces and council and community resources through community led creative programming that is relevant, equitable and dynamic.
4. Investing in creative industries through capacity building for communities and the attraction of diverse stakeholder partnerships to increase opportunities for tourism and economic development.

The Strategy reflects the understanding that strong arts, culture, and heritage programming offers capacity for increased participation, inclusion and intercultural dialogue that extends across Council functions into the areas of economic development, tourism and health and wellbeing. Responsive to the Council Plan 2021-2025, the Strategy will guide the delivery of a range of initiatives that diversify recreation activities, enhance, and activate public space, and provide accessible skills development for residents. Driving this Strategy is increased participation through arts and culture activities, events, and programs.

Through Council supported arts and culture initiatives that are uniquely tailored to and led by our diverse and creative communities, we will continue to celebrate our rich histories while looking to the future as a growing Shire community.

Following presentation to the September 2021 Council meeting, the Draft Golden Plains Shire Arts Culture and Heritage Strategy 2022-2026 was made available to the community for public exhibition and submission for a period of four weeks. The document was promoted via a media release, print publications (including advertising in the Golden Plains Times) and through online and social media platforms. People who are already creatively engaged in the community were also directly contacted upon public release of the Draft Strategy.

A copy of the Strategy was made available on the Have Your Say section of Council's website with printed copies available for viewing at Council's Customer Service Centres. During the exhibition process there were some 60 unique views on the Strategy via the 'Have Your Say' page with 25 file downloads. No submissions were received by Council in response to this exhibition process and therefore no changes are recommended to the final Strategy.

REPORTING AND COMPLIANCE STATEMENTS

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

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

GOVERNANCE PRINCIPLES

The Arts, Culture and Heritage Strategy 2022-2026 (Attachment 1) addresses the overarching governance principles in s.9 of the Local Government Act 2020 through its strategic alignment with Australian, Victorian, and regional strategies, its strong focus on partnerships with key stakeholders, and the role of community engagement in the development and subsequent implementation of the strategy.

COMMUNITY ENGAGEMENT

The Strategy was developed having regard to the contributions of a Community Reference Group, the findings of a digital and paper survey available between 13 May and 23 June, and 6 community workshops (4 in person and 2 via zoom). Thirty-five community members completed the survey, and 40 participants attended the community workshops.

The key engagement findings are summarised on pages 7 and 8 of the Strategy document. They relate to Access & Equity, First Nations Dialogue, Spaces & Places, Leadership & Investment, and Making Culture Part of the GPS Conversation.

Further community engagement was undertaken through the exhibition period with respondents asked to provide feedback on specific questions designed to test the strategic objectives. It also asked people who were already creatively engaged in the community how they see their work, practice and interests aligns with the Strategy and how they may contribute to the achievement of the overall objectives. During the formal exhibition process there were some 60 unique views on the Arts, Culture and Heritage Strategy 'Have Your Say' page with 25 file downloads.

STRATEGIES/PLANS

The Golden Plains Arts, Culture and Heritage Strategy 2022-2026 will provide the strategic direction for the next four-year period and is building on the previous Arts Strategy 2017-2021. It draws on the Australian Heritage Council's Strategic Plan 2018-2021, the State Government's 'Creative State 2021-2025' currently under development, the *Victorian Heritage Act 2017*, and the G21 Creative Industries Strategy 2021-2026.

RISK ASSESSMENT

There are no identified risk implications associated with this report. Each significant project proposed within the Strategy will be assessed for inherent risks and mitigation strategies will be put in place.

COMMUNICATION

Exhibition of the Draft Strategy for public comment was widely promoted via Council's usual communications channels online and through print publications. Community members who had already engaged directly in the process were contacted and invited to provide further comment.

HUMAN RIGHTS CHARTER

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

OPTIONSOption 1 – That Council adopt the Golden Plains Arts, Culture and Heritage Strategy 2022-2026

This option is recommended by officers as it has been developed with community consultation including a survey, workshops and under the guidance of a Community Reference Group. The Strategy is a 2021/22 action in the Council Plan and was provided to the community for public exhibition and submission.

Option 2 – That Council does not adopt the Golden Plains Arts, Culture and Heritage Strategy 2022-2026.

This option is not recommended by officers.

CONFLICT OF INTEREST

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

CONCLUSION

The Golden Plains Arts, Culture and Heritage Strategy 2022-2026 (Attachment 1) provides a framework for a more coordinated approach between Council, the community, and cultural partners with respect to the advancement of arts, culture, and heritage in the Shire for the next four years.

The Draft Strategy was presented to Council in September 2021 and provided for public exhibition and submission from 30 September to 28 October 2021, with no submissions received. No further changes have been made to the final Strategy which is now presented for adoption.

7.4 ADOPTION OF LOCAL LAW NO. 1 GENERAL PUBLIC AMENITY (2021)

File Number:**Author:** Matthew Sims, Coordinator Community Safety**Authoriser:** Phil Josipovic, Director Infrastructure and Development**Attachments:** 1. Local Law No. 1 - General Public Amenity (under separate cover)

RECOMMENDATION

That Council:

1. Note that the Draft Local Law No. 1 General Public Amenity was exhibited in accordance with Council's previous direction.
2. Note that 687 submissions were received in response to the exhibition of the Draft Local Law No. 1 General Public Amenity, of those 401 submissions were made from Golden Plains Shire residents and 10 submitters were heard at a Special Council Meeting in October 2021.
3. Note that submissions have been considered in the preparations of the final Local Law No.1 General Public Amenity.
4. Revoke Local Law No. 2 General Public Amenity (2017).
5. Adopt Local Law No.1 General Public Amenity which will come into effect 23 November 2021.
6. Provide the Local Government Minister, The Hon. Shaun Leane, a copy of the adopted Local Law No. 1 General Public Amenity.
7. Place a notice in the Victorian Government Gazette and the Golden Plains Times that Local Law No. 1 General Public Amenity has been adopted.

EXECUTIVE SUMMARY

This report seeks Council adoption of the draft Local Law No. 1 General Public Amenity. The drafting of a new local law to replace Local Law No. 2 General Public Amenity commenced in June 2020. The rewriting process closely followed the State Government Guidelines for Local Laws Manual and was the subject of peer review by expert legal counsel. The draft Local Law provisions have been made available through a formal public notification process and submissions have been considered by Council. This report and its recommendations represent one of the final important steps in the adoption process.

BACKGROUND

Local laws are introduced to respond to issues and community needs within a municipality. Local laws are introduced to protect public health, safety and amenity and are passed by Council and designed to ensure the actions of an individual do not have an adverse impact on the rest of the community. Even though many Councils share similar local Laws, they only apply in the municipality in which they are passed.

In accordance with section 71 of the *Local Government Act 2020*, a Council has powers to make local laws for or with respect to any act, matter or thing under which the Council has a function or power in accordance with the following general limitations:

- The local law must relate to a power or function Council has under legislation;
- A local law must not be inconsistent with any Act or regulation, including the *Charter of Human Rights and Responsibilities Act 2006*;
- If a planning scheme is in force in the municipal district of a Council, the Council must not make a local law that duplicates or is inconsistent with the planning scheme; and
- A Council must comply with any prescribed details relating to the preparation and content of local laws when making local laws.

Council officers have prepared this local law with these requirements in mind.

DISCUSSION

Throughout the submissions and verbal submissions, a pattern emerged, and a number of issues continued to be raised. These include:

- The use of Motorised Recreational Vehicles on private land
- The placement and visual amenity of shipping containers in a residential setting
- Burning off of timber and green waste
- The number of animals permitted to be kept on private land
- Large animals on small allotments

MOTORISED RECREATIONAL VEHICLES

Of the 687 submissions received, 59% were from Golden Plains Shire residents with a majority wanting no restrictions to the use of Motorised Recreational Vehicles. There seemed to be misinformation in the community as the draft Local Law released was less restrictive in relation to Motorbike use than Local Law No. 2 that was implemented in 2017.

Under the new local law, the use of Motorised Recreational Vehicles is permitted in all zones except General Residential Zones and is limited in the duration of use, the time of day and the number of motorbikes being used. In the old local law, in properties under two hectares, a permit was required for any use.

Through the submission process and verbal submissions made, Council removed electric motorbikes from the definition of Motorised Recreational Vehicles and created a new definition. The use of a fully electric motorbike is permitted as long as dust emanating from the use does not impact neighbouring properties.

SHIPPING CONTAINERS

Shipping containers continue to be popular in Golden Plains Shire. The new local law allows for shipping containers (as long as there is not a covenant on the land) that have been painted in muted tones and the writing has been removed. The shipping container must also not be placed in the front yard of a property.

There is a possibility that the use of a shipping container may be in breach of the Planning Scheme or Building regulations however this is not in the scope of this review. Any breaches of the Planning Scheme with respect to shipping containers will be investigated to ensure compliance with the Planning Scheme.

BURNING OFF

A number of submissions opposed the conditions for burning off in the initial draft. Council amended this to only include that residents notify the CFA and to ensure that the smoke does not cause a nuisance to neighbouring properties.

ANIMALS

A large number of submissions related to the keeping of Animals. Council has taken on some of the public submissions however our legal counsel advised Council that we should limit the number of animals on select properties.

Council take a reactive approach to animal keeping (except Dog and Cat keeping) and work with residents if they have more animals than the local law states.

There are only two animal keeping permits in the shire for farm animals and they are due to a complaint about smell.

IMPLEMENTATION

The Local Law comes into operation when it is made, that is, immediately after a Council resolution to adopt, not when notice is published in the Gazette or a newspaper. Once a Local Law is made Council must take the appropriate steps to ensure that it can be lawfully utilised. Importantly Council must gazette and give public notice of the Local Law. A public notice must specify the title of the Local Law, the purpose, the general purport of the Local Law and confirmation that a copy of the Local Law may be inspected at the Council office. In addition to the notice requirements Council will make available a copy of the new Local Law on the Golden Plains Shire website.

A copy of the new Local Law must be sent to the Minister for Local Government. Council officers will be undertaking a review of authorisations and delegations to ensure the administration of the new provisions is lawful.

An important part of the implementation process will involve education and awareness campaigns across the Golden Plains Shire community. This step is likely to involve some of the following techniques:

- General communications – through public notice and government gazette, through Golden Plains Shire gazette articles, social media and traditional media announcements.
- Guidance materials – FAQ sheets, online and hardcopy brochures addressing particular issues.

Officers from the Community Safety team will work closely with Councils Communications, Engagement and Advocacy Team to develop and distribute education and awareness materials.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

Human Rights Charter	Yes
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GOVERNANCE PRINCIPLES

This Local Law has been prepared to achieve the best outcomes for the broader Golden Plains Shire community. It has been developed for the next 10 years and where possible, the local laws have been designed to identify any emerging trends.

POLICY/RELEVANT LAW

In accordance with section 71 of the *Local Government Act 2020*, a Council has powers to make local laws and Council has created and reviewed local laws in line with the Guidelines for Local Laws Manual.

ENVIRONMENTAL/SUSTAINABILITY IMPLICATIONS

It is considered that there are no environmental and sustainability implications that should prevent the adoption of the draft provisions. Council's local laws have social implications for residents. Through the public notification process residents and ratepayers have been afforded the opportunity to consider and comment on the proposed draft.

It is considered that the local laws serve to protect the environmental values and objectives of Council and the broader community

COMMUNITY ENGAGEMENT

A formal consultation process was required. Public notice was published on our website and the Golden Plains Times newspaper inviting submissions and comments. Copies of the draft local law were made available for viewing at the two customer service centres.

Submitters to the draft local law were invited to address Council at the October Special Council Meeting.

PUBLIC TRANSPARENCY

As above, a formal consultation process was required. Public notice was published on our website and the Golden Plains Times newspaper inviting submissions and comments. Copies of the draft local law were made available for viewing at the two customer service centres.

Submitters to the draft local law were invited to address Council at the October Special Council Meeting.

FINANCIAL MANAGEMENT

Financial implications associated with the adoption of a new Local Law have been considered. New provisions may generate service actions placing an additional burden on existing operating budgets. New provisions have the potential to generate income from the issuing of penalties for infringeable offences.

It is considered that there are no risk management implications that should prevent the adoption of the Local Law.

SERVICE PERFORMANCE

Council has a requirement to be responsive to its ratepayers. On a daily basis, Council receives complaints by residents in relation to neighbours and their actions. Council has a duty to investigate these complaints in a fair manner. This local law allows Council officers to work with the community to protect the amenity of the shire.

RISK ASSESSMENT

There are no identified risk implications associated with this report.

COMMUNICATION

A communications plan was prepared and implemented through the drafting and refinement stages of the process. Communications were distributed within Council's publications and website in addition to the notices placed in the Geelong Advertiser, Ballarat Courier and local newsletters. A new communications plan will be developed that specifically addresses the implementation of the provisions once adopted.

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 – Adopt Local Law No. 1 General Public Amenity

This option is recommended by officers as this has been an extensive review of the Local Law where the community have made submissions in relation to the proposed changes.

Option 2 – Defer the adoption of Local Law No. 1 General Public Amenity to another Council meeting

This option is not recommended by officers as this process is now complete, after 687 submissions, 10 verbal submissions and countless hours of review, the local law is in a state where it is ready for adoption.

Option 3 – Discard the draft Local Law No. 1 General Public Amenity

This option is not recommended by officers as stated above, process is now complete, after 687 submissions, 10 verbal submissions and countless hours of review, the local law is in a state where it is ready for adoption.

CONFLICT OF INTEREST

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

CONCLUSION

It is proposed that the new Local Law No. 1 – General Public Amenity (2021) be adopted to replace Local Law No. 2 – General Public Amenity (2017). The revised local law is the result of a comprehensive process of document development and review. The draft local laws have been formed by internal workshops and officer records detailing common complaints, investigations and general compliance activities. The draft local laws were reviewed and formatted by Harwood Andrews Lawyers and have been considered at a number of Councillor workshops. If Council adopt the Local Law as per recommendation 5, the Local Law will become effective immediately.

The local laws are tailored to address a range of amenity issues relevant to both rural communities and to growing townships in a peri-urban context. The provisions build on the proven strengths of our existing local laws and address those areas where provisions have failed to provide certainty to our residents and rate payers.

7.5 GOLDEN PLAINS SHIRE COUNCIL RATING STRATEGY FOR COMMUNITY CONSULTATION

File Number:

Author: Fiona Rae, Manager Finance

Authoriser: Philippa O'Sullivan, Director Corporate Services

Attachments: 1. Rating Review Propositions Paper (under separate cover)

RECOMMENDATION

That Council:

1. Endorse the Rating Strategy propositions paper (Attachment 1) to be made available for community consultation.
2. Hear any submissions at the 14 December 2021 Council meeting.
3. Consider the Rating strategy for adoption at the February 2022 Council meeting.

EXECUTIVE SUMMARY

In accordance with Section 93 of the *Local Government Act 2020*, Council is required to Resolve to adopt a four year Revenue and Rating Plan within 12 months of the newly elected Council. Council adopted the rating and revenue plan at the June Council meeting, however, it was noted that the Act allows the revenue and rating strategy to be reviewed and updated any time during the four-year term and as result, Council have been considering different rating options since August 2021 with the aim to develop a rating strategy where the financial burden is shared equitably amongst ratepayers.

BACKGROUND

As part of the *Local Government Act 2020*, Council is required to adopt a four year Revenue and Rating Plan, however it is important to note that the plan can be reviewed and updated at any time during the four year period.

As part of the implementation of the 2020 Act, the Victorian Government committed to a review of the local government rating system to ensure local government rates are fair and equitable for all community. This included establishing an independent panel to lead the review in consultation with the community, ratepayers and Councils. The final report included 56 recommendations to Government, with the response from Government released early this year (2021). As result of the timing of the Government's response to the recommendations and how this may impact on councils rating strategies, and also taking into account an extensive review undertaken by the previous council on GPSC rating strategy, a review of the rating strategy was agreed to commence in August 2021 for future years.

The outcomes from GPSC's rating Strategy undertaken in 2019-20 included the following key changes effective from 1 July 2020:

- Removal of growth differentials from all rating categories
- Establishing separate farm differentials for broadacre, intensive and small farms
- Increase business property differential rate to 120% for Bannockburn

Although Council's current rating strategy aim is to ensure that the financial burden is shared equitably amongst ratepayers, whilst generating sufficient revenue to meet the increasing demands of future infrastructure and service needs of the Shire, Councillors supported an opportunity to review the current rating strategy with the aim to distribute the rates even more fairly across ratepayers.

DISCUSSION

Over the last two months a total of 22 different options have been modelled with consideration of the impacts on all rating differentials from each option. Key variables modelled include:

- Increasing the Business Bannockburn differential
- Reducing the Residential differential outside Bannockburn
- Reducing the Municipal Charge
- Increasing the Vacant Land (Non Farm) differential
- Increasing the Farm Broadacre differential
- Increasing the Farm Intensive differential
- Introducing a rebate

The table below outlines the extensive process to date that the Councillors have undertaken to consider different options for the rating strategy before endorsing two options for community consultation with feedback to be received at the December 2021 Council meeting.

Councillor Briefing meeting date	Number of options considered
17 August 2021	N/A Overview of current strategy and benchmarking to other Councils.
7 September 2021	Over 7 options considered and additional 3 modelled on the night
2 October 2021	Over 6 options considered and additional 4 modelled on day of briefing
2 November 2021	Refined to 2 options

Based on previous discussions with Councillors the two options below have been endorsed for community consultation:

- Option 1 – Increase the Business Bannockburn differential from 120% to 130%, increase the Vacant Land (Non-Farm) differential from 200% to 220%, decrease the Municipal Charge from \$310.60 to \$250 and retain the status quo for the other differential rates.
- Option 2 – Increase the Business Bannockburn differential from 120% to 130%, increase the Vacant Land (Non-Farm) differential from 200% to 220%, increase the Farm Broadacre differential from 85% to 90%, increase the Farm Intensive differential from 90% to 95%, decrease the Municipal Charge from \$310.60 to \$250 and retain the status quo for the other differential rates.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

Implications	Applicable to this Report
Governance Principles (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
Policy/Relevant Law (Consideration of the Governance Principles under s.9 of LGA 2020)	Yes
Environmental/Sustainability Implications	No

(Consideration of the Governance Principles under s.9 of LGA 2020)	
Community Engagement (Consideration of Community Engagement Principles under s.56 LGA 2020)	Yes
Public Transparency (Consideration of Public Transparency Principles under s.58 of LGA 2020)	Yes
Strategies and Plans (Consideration of Strategic Planning Principles under s.89 of LGA 2020)	Yes
Financial Management (Consideration of Financial Management Principles under s.101 of LGA 2020)	Yes
Service Performance (Consideration of Service Performance Principles under s.106 of LGA 2020)	No
Risk Assessment	Yes
Communication	Yes
Human Rights Charter	Yes

GOVERNANCE PRINCIPLES

The November 2021 Rating Strategy has been prepared in accordance with the requirements of the *Local Government Act 2020*.

POLICY/RELEVANT LAW

Local Government Act 2020

Local Government Amendment (Fair Go Rates) Act 2015

Local Government (Planning and Reporting) Regulations 2020

Financial Plan

Annual Budget

COMMUNITY ENGAGEMENT

The November 2021 Rating Strategy will be placed on public exhibition as part of the *Local Government Act 2020* requirements.

PUBLIC TRANSPARENCY

The public consultation process facilitates transparency of the November 2021 Rating Strategy submitted for adoption and all Council reports are available for the public to access.

STRATEGIES/PLANS

The November 2021 Rating Strategy has been prepared ensuring consistency with Council's 2021-22 Draft Budget, and also ensuring alignment with the 2021-2025 Council Plan.

FINANCIAL MANAGEMENT

The November 2021 Rating Strategy has been prepared in accordance with the *Local Government Act 2020*, *Local Government Amendment (Fair Go Rates) Act 2015*, *Local Government (Planning and Reporting) Regulations 2020*, Australian Accounting Standards and other mandatory professional reporting requirements. Financial sustainability is monitored by considering the financial result for the period and key financial indicators within Council's Annual Budget and Long Term Financial Plan.

RISK ASSESSMENT

There are no identified risk implications associated with this report.

COMMUNICATION

The November 2021 Rating Strategy has been reported to Council in this report and will be placed on public exhibition providing an opportunity for community feedback.

HUMAN RIGHTS CHARTER

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

OPTIONS**Option 1 – Council endorse the Rating Strategy Propositions Paper to be made available for community consultation**

This option is recommended by officers as the *Local Government Act 2020* requires a community consultation process to take place prior adopting a change in the rating strategy.

Option 2 – Council note the Rating Strategy Propositions Paper

This option is not recommended by officers as any changes to the rating strategy are required to include a community consultation process. The attached Rating Strategy Propositions Paper is required to be endorsed by Council to be made available for community consultation.

Option 3 – Council adopt the Rating Strategy Propositions Paper

This option is not recommended by officers as any changes to the rating strategy are required to include a community consultation process prior to adopting.

CONFLICT OF INTEREST

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

CONCLUSION

Following endorsement by Council the attached Rating Strategy Propositions Paper will be placed on public exhibition providing an opportunity for community feedback. An update on the community feedback will be provided to Council at the December meeting, with a final Rating Strategy prepared and presented to Council at the February meeting.

7.6 COUNCIL PLAN 2021-2025 IMPLEMENTATION - QUARTER ONE

File Number:**Author:** Sophie Brown, Acting Governance and Legal Services Officer**Authoriser:** Philippa O'Sullivan, Director Corporate Services**Attachments:** 1. Council Plan Implementation Report – Quarter 1 (under separate cover)**RECOMMENDATION**

That Council note the report and achievements attained in the implementation of the actions contained in the Council Plan 2021-2025 for the first quarter from 1 July 2021 to 30 September 2021.

EXECUTIVE SUMMARY

This report is to update Council on the progress made in actioning the Council Plan 2021-2025 for the first quarter.

BACKGROUND

The Council Plan 2021-2025 is Council's commitment to delivering on the dreams and aspirations outlined in the Golden Plains Shire Community Vision 2040.

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

The Plan plays a key role in setting the strategic direction of Council for the Council term and ensuring an integrated approach is taken to planning, monitoring and performance reporting. The Council Plan has been informed by extensive community engagement and expands on the four Themes of the Community Vision - Community, Liveability, Sustainability and Prosperity with the inclusion of an additional theme in Leadership. The Themes and Community Priorities provide the framework for Golden Plains Shire to align its strategic objectives and actions to for the next four years.

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

DISCUSSION

Progress for the first quarter of the 2021-2025 Council Plan has commenced and/or continued across all pillars in the implementation of the Council Plan. Whilst COVID-19 continues to have an impact on some activities, most tasks have been able to continue.

Key achievements / highlights in quarter one include:

- A CCTV Committee is in place to begin examining whether CCTV is required in GPS. This committee has been implemented in line with best practice guidelines by the State Government.

- The MPHWP Action Plan has been completed and was adopted by Council in October 2021. Collaboration occurred with approximately 40 partners and a total of 73 actions have been identified to address 5 priority areas across the life of the plan.
- The Arts, Culture and Heritage Strategy has been developed and the Draft Strategy was presented to Council in September 2021. Following Council's endorsement, it was provided for public exhibition and has been presented to Council at this meeting.
- Health, Wellbeing & Youth team have ensured the FReeZA committee continues to plan, implement and deliver a range of quality events by local young people for local young people. Planning is currently underway for the new round of funding which will see the engagement of more young people in the Shire.
- Dereel, Inverleigh, Linton and Shelford have commenced pre-engagement with their communities for their new community plan.
- Volunteer partnerships have been developed with Volunteering Victoria, Volunteering West and Volunteering Geelong which will assist council with the 2022 development of the Volunteer Strategy.
- Council continues to work towards providing great community facilities that encourage participation and activate spaces. During this period, some projects that have commenced include:
 - Inverleigh Oval 2 and Woody Yaloak Recreation Reserve Lighting Upgrade Designs
 - Construction on Golden Plains Youth Hub
 - Bannockburn Skate Park Upgrade
 - Construction of the Lethbridge Cricket Net Upgrade
 - Ross Creek Play Space & Active Rec Upgrade
 - Construction on Bannockburn Female Friendly Soccer Changerooms
- The Active Ageing and Inclusion Internal Working Group have been meeting regularly, and are currently working through:
 - The Smythesdale Digital Hub and Be Connected Event,
 - Easy English Training,
 - Bins for Blokes,
 - GIA and LGBTIQ+ Inclusion training.
- A GE Champions model has been developed to assist staff with undertaking Gender Impact Assessments. This included the development of a toolkit and 4 training sessions. 19 Champions have been recruited and 3 of the 4 training sessions have been held.
- Meredith-Shelford Road Stage 2 is 90% complete. A Reseal program is scheduled for 21st October. Paddys Gully Road bridge replacement has commenced (15% complete).
- Blackspot funding has been approved for 2 projects to commence in 2022.
- A footpath renewal program has been prepared with works team and planned in Q2.
- Funding was secured from the Department of Transport to conduct a Shire-wide Transport Connections Study. A formal tendering process will be undertaken in Q2 to secure a transport consultant to deliver on the requirements of the transport study activities.

- Development of a new Structure Plan for Smythesdale has commenced. The Bannockburn Growth Plan has been approved and incorporated into the GPPS.
- Council determined 120 planning applications for the first quarter, valued at \$16,208,878. A total of 58 titles were issued through Land Victoria. The determination rate for Council was 61.7% within 60 days.
- Child & Family Services KISP agreement prioritisation of infrastructure projects across GPS has been identified and concept planning meetings have commenced.
- Planning and projections for introduction of the funded 3-yearold kindergarten from 2022 is being undertaken. Ready to commence from 2022 with review of planning for 2023 to be undertaken in Q3.
- A tree succession plan is being developed for Inverleigh that will aim to maintain the character of the township by replacing its aging Cypress trees. This project will involve detailed community engagement in Q2.
- Highlights of the work undertaken in Council's Environment Strategy 2019-2027 include pest plant and animal management, working with our partners in the Integrated Water Management Space and taking positive steps towards reducing our emissions and adapting to Climate Change.
- The development of an Emergency Waste Management Plan (action to be completed by 2022) has been completed.
- Illegal dumping signs have been developed and will be installed on illegal dumping hot spots across the shire. The development of a waste communication plan is in progress which will have a strong focus on reducing contamination in recycling bins.
- Council declared a climate emergency in July 2021 and agreed to work to form a Climate Emergency Plan. In addition, work to tackle Climate Change is being undertaken through mitigation measures (reducing our carbon emissions through the Victorian Energy Collaboration, solar installations etc) and adaptation measures (working to release the Regional Climate Adaptation Strategy for the Grampians and revegetation projects).
- The Northern Streetscape Upgrade project has seen the development of the draft design framework completed. This project will be presented to Council and advance to the second round of community consultation in Q2.
- Council is putting a local lens on its job advertising and has more frequently used media channels which reach local residents (i.e., using Facebook and Golden Plains Shire Gazette) in addition to its posting on its careers website and Seek.
- Council is developing a Professional Experience Programs framework to support clarity around work experience, work placements, traineeships / apprenticeship requirements and government funded opportunities for people traditionally underrepresented in the workplace.
- Council published informative and engaging communications across its many channels including the website and social media, the publication and distribution of the Gazette (Issue 5, 2021), Engage e-newsletter (July, August and September 2021), Council News in the Golden Plains Times (12 issues), and Council News in local community newsletters (July, August and September). Council also launched the e-Gazette newsletter with the first issue in August and ran a campaign to encourage residents and ratepayers to sign up for the free e-newsletter.

- Council published its Annual Report 2021/22, a detailed report of the operations and services of Council in the past financial year, as well as a strategic account of Council's achievements and challenges in 2021.
- Council conducted open and authentic community consultation including in person engagement, digital and print surveys and public exhibition of key strategies and plans on many important subjects including the Draft Arts, Culture & Heritage Strategy 2022-2026, Municipal Public Health and Wellbeing Action Plan 2021-2025, Governance Rules amendments, Sebastopol-Smythesdale Road proposed speed change, Draft Long Term Financial Plan, 2021/22 - 2030/31, Domestic Animal Management Plan 2021-2025, CCTV Steering Committee, Smythesdale Structure Plan and the adoption of the Road Management Plan 2021-2025.
- Long Term Financial Plan developed covering 10-year period. Council adopted LTFP following public consultation process. The LTFP will be updated annually to incorporate any changes in the current climate and any new information impacting the plan.
- The ongoing management and maintenance of Council facilities and infrastructure is occurring in accordance with scheduled programs including Council's annual Trails, Open Space, Hard Wicket Replacement and Hard-Court Surface Programs as well as implementation of Major Recreation Facilities Capital Program.
- A Learning & Talent Development Strategy was developed and endorsed in principle and will support initiatives being developed addressing Engagement and Recognition, Leadership Development, Staff training, Talent Management & Development.

A detailed explanation of all actions completed to date can be obtained from Attachment 1 – Council Plan Implementation Report – Quarter 1.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

Human Rights Charter	Yes
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GOVERNANCE PRINCIPLES

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

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

POLICY/RELEVANT LAW

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

PUBLIC TRANSPARENCY

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

STRATEGIES/PLANS

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

SERVICE PERFORMANCE

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

RISK ASSESSMENT

There are no identified risk implications associated with this report.

COMMUNICATION

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

HUMAN RIGHTS CHARTER

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

CONFLICT OF INTEREST

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

CONCLUSION

As outlined in the attached report, most actions for Q1 of the Council Plan 2021-2025 have commenced or are well underway. Continued action against future planning will continue to see the successful progression and completion of ongoing actions.

7.7 VAGO AUDIT - SEXUAL HARASSMENT IN LOCAL GOVERNMENT

File Number:**Author:** Claire Tehan, Manager People and Culture**Authoriser:** Philippa O'Sullivan, Director Corporate Services**Attachments:** Nil**RECOMMENDATION**

That Council note the update on the implementation of the action plan for the recommendations made in the VAGO report into Sexual Harassment in Local Government

EXECUTIVE SUMMARY

In February 2021, the Audit and Risk Committee and Council were presented with the findings of the Audit report conducted by the Victorian Audit Generals Office (VAGO) on Sexual Harassment in Local Government.

An action plan has been developed by Council to incorporate these recommendations and also the requirements of the *Gender Equality Act 2020* due to the close alignment and is presented at each Audit and Risk Committee meeting for noting.

In addition, Council resolved at the Council meeting of 27 April 2021, to receive quarterly reports to the council on actions, progress and implementation of the recommendations as contained in the "Sexual Harassment in Local Government" report conducted by the Victorian Auditor-General's Office, December 2020 and adopted by Golden Plains Council in February 2021.

BACKGROUND**What VAGO examined**

VAGO examined whether Council's were providing their staff and councillors with workplaces that are free from sexual harassment. Specifically they looked at:

- The prevalence and nature of sexual harassment in council's
- Council's policies, training and communication
- The effectiveness of Council's complaint handling.

What VAGO recommended

This audit report provided eleven recommendations to Victorian local councils and one to the Department of Jobs, Precincts and Regions in relation to identifying and acting on risk factors, regularly collecting data on the prevalence of sexual harassment and the development of regular data collection methodology.

All 14 recommendations VAGO made were accepted by Golden Plains Shire Council and Council has completed 4 of the recommendations and all other actions are in progress.

DISCUSSION**Actions for Golden Plains Shire Council**

The following action plan has been developed to implement the VAGO recommendations over a 12-18 month period, with mandatory training and regular surveys to be built into ongoing business-as-usual activities.

VAGO Recommendation	Action item	Due Date	Status
Recommendations about the prevalence of sexual harassment			
1. use findings from the Victorian Auditor-General's 2020 Sexual Harassment in Local Government survey to identify and act on risk factors for council employees and workplaces (see Sections 2.1, 2.2 and 2.3)	In order to scan the workplace for risk, Council will refer to the risk matrix tool provided in the <i>Preventing and responding to workplace sexual harassment</i> guideline produced by the Victorian Equal Opportunity and Human Rights Commission. Council will also consult with workers and their representatives such as union delegates, equal opportunity contact officers and health and safety representatives. The risk assessments will identify the likelihood of different forms of sexual harassment occurring and the potential harm that would flow to workers if the risk were realised. This will help Council identify risks that should be addressed as a priority	31/12/2021	In progress. Risk assessments have commenced and will continue across the organisation.
2. collect information about the prevalence and nature of sexual harassment at least once every two years by: - conducting workplace surveys	All staff survey will be conducted in May/June 2021. This is a mandatory survey required under the Gender Equality Act and survey questions have been specified by the Commissioner for Gender Equality in the Public Sector to support organisations to report on progress against the Gender Equality Act 2020.	30/06/2021	COMPLETED The Gender Equality survey was undertaken in June 2021. Results have been incorporated into the Gender Equality Audit report which will be submitted to the Commissioner in December 2021.
- reviewing complaints information (see Section 2.6)	Annual benchmarking of key metrics against other councils and Council's performance over time.	30/06/2022	The collection of information continues to be undertaken to ensure the due date of 1 June 2022 is met.
3. address the risk of sexual harassment by members of the public by: - ensuring sexual harassment policies, procedures and training explicitly cover sexual harassment from the public	New standalone policy will meet this requirement.	31/12/2021	In progress. The internal staff policy has been developed and the staff consultation process will be undertaken in the first two weeks of November prior to being finalised and the policy adopted.
- regularly communicating to customers and staff that the council does not tolerate any form of sexual harassment from the public (see Section 2.4).	Using information from the Risk Assessment tool, a program will be developed to address this recommendation.	31/12/2021	In progress. Risk assessment work has commenced but as it continues to be undertaken, we have revised the date to the end of the calendar year
Recommendations about preventing sexual harassment			
4. introduce a standalone sexual harassment policy that: - aligns with the VEOHR's Guideline: Preventing and responding to workplace sexual harassment— Complying with the Equal Opportunity Act 2010 and the Victorian Public Sector Commission's Model Policy for the Prevention of Sexual Harassment in the Workplace	New standalone policy will meet this requirement. New standalone policy will meet this requirement.	31/12/2021	In progress. The internal staff policy has been developed and the staff consultation process will be undertaken in the first two weeks of November prior to being finalised

VAGO Recommendation	Action item	Due Date	Status
- includes clear links to relevant council policies and procedures	New standalone policy will meet this requirement.		
- covers the applicability of council policies to different roles and workplace settings, including councillors, customer-facing staff and members of the public	New standalone policy will meet this requirement.		
- is searchable on council intranet sites or cloud software, and available in hard copy to all staff (see Section 3.1)	Policy will be saved on the intranet and available in hard copy to all staff		
5. introduce mandatory training on sexual harassment, or improve existing training, so that at a minimum it: <ul style="list-style-type: none"> - includes face-to-face or live online sessions for all staff and councillors at least once every two years (in addition to online modules) - covers safe strategies for bystander interventions - is tailored to the council's policies, procedures and workplace risk factors (see Section 3.2) 	Training package will be developed and rolled out across the organisation to incorporate the recommendations from the VAGO Audit and the requirements of the <i>Gender Equality Act</i>	30/11/2021	In progress. GPSC has recently appointed a learning and development specialist and invested in an online training tool to provide a dedicated resource to training and development and using an online training tool enables a greater opportunity for staff to undertake the training at time that is most suitable. The online tool also provides easy to access reports percentage completed to target those staff that are yet to complete.
6. communicate a culture of respect in the council by ensuring leaders model respectful behaviour at all times and communicate to all staff at least annually that the council does not tolerate sexual harassment (see Section 3.3).	CEO and SMT to promote at quarterly directorate updates. CEO to include in an all staff meeting.	30/06/2021	COMPLETED GPSC provides weekly all staff communication via the 'In the Loop' newsletter and over the last 3 months, a number of communication 'bites' have been provided on what is defined as sexual harassment, where to go for help and what options are available. This will continue to be use as a communication tool to keep this at front of mind.
Recommendations about responding to sexual harassment			
7. encourage reporting of inappropriate behaviour by: <ul style="list-style-type: none"> - promoting formal and informal complaint channels - allowing for anonymous complaints (see Section 4.1) 	Clearly outlined in the new standalone policy and procedures. Promoted at OHS and team meetings and in lunchrooms and common areas New standalone policy will meet this requirement.	31/12/2021	In progress
8. improve record keeping of sexual harassment complaints by: <ul style="list-style-type: none"> - keeping complete records of all interactions relating to a complaint 	New confidential folder created in Altus ECM to store all records pertaining to complaints	15/05/2021	COMPLETED
- documenting decisions to not investigate complaints or to stop investigations, including the rationale for the decision and the name and role of decision makers (see Section 4.3)	New standalone policy and procedures will detail all record keeping requirements including who has delegated responsibility.	30/11/2021	In progress

VAGO Recommendation	Action item	Due Date	Status
9. review complaint procedures to ensure they include: <ul style="list-style-type: none"> - a requirement to inform the complainant of the outcome of the complaint - guidance on how investigators can support reluctant complainants (see Section 4.2). 	New standalone policy and procedure will meet this requirement. New standalone policy and procedure will meet this requirement.	30/11/2021	In progress. The internal staff policy has been developed and the staff consultation process will be undertaken in the first two weeks of November prior to being finalised and the policy adopted.
Recommendations about councillors			
10. ensure councillors receive training on sexual harassment at least twice per council term (see Section 3.2)	Following the adoption of a standalone policy for Councillors, training will be undertaken every 2 years.	30/11/2021	In progress. Training for Councillors has been provided via the MAV training sessions, the recently appointed GPSC learning and development employee will be developing training sessions that will be consistent with what is provided to staff for councillors. This date has been revised to ensure the training is in line with the policy.
11. ensure councillors are informed of their internal and external options for sexual harassment support and complaints, including: <ul style="list-style-type: none"> - the council's employee assistance program - Councillor Code of Conduct dispute resolution processes - external complaint bodies (see Section 4.1). 	New standalone policy and procedures will meet this requirement The Councillor dispute resolution procedures will be reviewed to ensure that aligned with the VAGO recommendations.	31/12/2021	COMPLETED The draft Councillor Sexual Harassment Policy and supporting dispute resolution was adopted at the 26 October 2021 Council meeting.

REPORTING AND COMPLIANCE STATEMENTS*Local Government Act 2020 (LGA 2020)*

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

GOVERNANCE PRINCIPLES

The sexual harassment policy that will be developed will aligns with the Victorian Equal Opportunity and Human Rights Commission's Guideline: Preventing and responding to workplace sexual harassment - Complying with the Equal Opportunity Act 2010 and the Victorian Public Sector Commission's Model Policy for the Prevention of Sexual Harassment in the Workplace, and also ensure that it meets the requirements of the Gender Equality Act 2020.

POLICY/RELEVANT LAW*Equal Opportunity Act 2010**Sex Discrimination Act 1984**Local Government Act 2020**Occupational Health and Safety Act 2004**Equal Opportunity Act 2010, Preventing and responding to workplace sexual harassment (2020)**Model Policy for the Prevention of Sexual Harassment in the Workplace (2018)**Charter of Human Rights and Responsibilities Act 2006**Gender Equality Act 2020*

RISK ASSESSMENT

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

Sexual harassment in the workplace is unlawful and can cause significant harm to those who experience it. It can also be costly for employers, exposing them to legal liability and increasing staff turnover. Under the *Equal Opportunity Act 2010*, employers must take reasonable and proportionate measures to eliminate sexual harassment in their workplaces

To prevent sexual harassment in the workplace, there is a requirement for clear policies and procedures to be in place, together with awareness across all Council officers of the ways to identify and report sexual harassment. This will be supported by regular training of all staff and communication from the leadership group on the importance of a zero-tolerance approach to sexual harassment.

HUMAN RIGHTS CHARTER

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

CONFLICT OF INTEREST

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

OPTIONS

Option 1 – That Council note the action plan for Council to implement the recommendations made in the VAGO report into Sexual Harassment in Local Government

This option is recommended by officers as it will allow the VAGO recommendations to be incorporated into Council policies and procedures over the next 12 months. No further options are provided due to the action plan in place to deliver on the recommendations.

CONCLUSION

Golden Plains Shire Council takes a zero tolerance approach to sexual harassment and we note the recommendations for all Victorian Councils will strengthen this approach.

7.8 LOCAL GOVERNMENT PERFORMANCE REPORTING INDICATORS - END OF YEAR REPORT

File Number:

Author: Sophie Brown, Acting Governance and Legal Services Officer

Authoriser: Philippa O'Sullivan, Director Corporate Services

Attachments: 1. LGPRF End of Year Report 2020/21 (under separate cover)

RECOMMENDATION

That Council receive the end of year report on the Local Government Performance Reporting Indicators (Attachment 1) for the period 01 July 2020 to 30 June 2021.

EXECUTIVE SUMMARY

Council is required under the *Local Government Act 2020* and Local Government (Planning and Reporting) Regulations 2020 to report on its performance in accordance with the Local Government Performance Reporting Framework (LGPRF).

Council's performance against LGPRF measures is reported to management, the Audit & Risk Committee and Council on a six-monthly basis and included in the Golden Plains Shire Council Annual Report.

The end of year report for the period 01 July 2020 to 30 June 2021 is provided for Council's information (Attachment 1).

BACKGROUND

The Local Government Performance Reporting Framework (LGPRF) is a key initiative developed by Local Government Victoria (LGV) within the Department of Environment, Land, Water and Planning (DELWP) to improve the transparency and accountability of Council performance.

The LGPRF requires Councils across Victoria to measure and report on performance in a consistent way. The mandatory performance reporting became a requirement for local government from the 2014-15 local government annual budgeting and reporting cycle onwards.

The framework is made up of 66 measures and a governance and management checklist of 24 items which together build a comprehensive picture of Council performance.

Council's performance against LGPRF measures is reported to management, the Audit & Risk Committee and Council on a six-monthly basis and also included in the Golden Plains Shire Council Annual Report.

The performance data for each financial year is additionally made publicly available. The 'Know Your Council' website www.knowyourcouncil.vic.gov.au provides an opportunity for the community to access performance data for each Council and compare that data against similar Councils.

DISCUSSION

The end of year report at end of Quarter 4 covering the period 1 July 2020 – 30 June 2021 is provided (Attachment 1) for Council's information.

The data captured in the report shows Council's performance for the 2020/21 year against the LGPRF indicators.

Data is measured against performance over the last 4 financial years with the aim of maintaining all areas that were tracking well and improving those that weren't.

Of the 55 indicators reported, 30 of these showed positive change against the 19/20 Quarter 4 end of year result.

Key areas to note are as follows:

- Maternal Child Health:
 - The cost of the MCH service was lower in 20/21, in comparison to 19/20.
 - There was a reduction in the participation in the MCH service due to COVID-19. All visits for 2yr – 3.5-year-olds were not carried out face-to-face and most deferred due to restrictions in place.
- Animal Management:
 - Indicators continue to track well with just 1 day taken to action animal management requests.
 - There has been a 20% increase in the number of animals rehomed from the 19/20-year end to the 20/21-year end.
- Food Safety:
 - All food complaints continue to be actioned within 1 day.
 - There has been a decline in food safety assessments, as a result of the impacts of COVID-19 and many businesses not trading.
- Statutory Planning:
 - The time taken to decide planning applications has seen a significant decrease from 80 days in 19/20 to 60 days in 20/21.
 - Council engaged a consultant through Q4 to provide relief report writing which assisted in reducing the time taken to decide on planning applications within the required timeframe.
- Governance:
 - Council decisions made at meetings closed to the public has decreased. Future decisions around the CEO review and strategic land acquisitions will continue to impact this result.
 - Satisfaction with Council decisions increased from 47% in 19/20 to 49% in 20/21. Over the past 4-year outlook, we are seeing a steady incline.
- Financial Performance:
 - Current assets compared to current liabilities was being impacted by debtor balance throughout the year but has seen a reduction through the wind up of Q4.
 - Unrestricted cash compared to current liabilities is currently impacted by a high cash balance, but we will start to see a reduction to fund capital expenditure.
 - Loans and borrowings repayments significantly decreased as a result of \$3.8 million loan repaid in 2019-20.
- Sustainable Capacity:
 - Percentage of staff turnover has reduced compared to last years.
 - 33 terminations calculated over 20/21 period, from an average of 209 permanent staff including temps and exclusive of casuals, W4V, maternity cover and short-term contingent workforce for peak/load coverage support.
 - Bannockburn Family Services Centre staff figures were removed from termination results.
- Libraries:

- The impact of COVID-19 continues to have an effect on collection usage and active borrowers. Easing of lockdown restrictions will begin to see these figures increase.
- Roads:
 - The satisfaction with sealed local roads in the municipality continues to sit at 39%.
 - An annual condition assessment has occurred, and the sealing program is now complete, with various local road reconstruction projects occurring throughout the year, seeing an increase in costing for the year end.
- Waste Collection:
 - Recycling waste sent to landfill during recycling crisis from July until mid-December 2019 impacted on 2019-20 figure. In 2021, Indicator returned to prior level. Diversions from landfill all also back at a similar level prior to the recycling crisis.
 - 20/21 saw an increase in kerbside waste collection requests (Additional services, bin repairs).
 - The level of missed services has remained unchanged.

REPORTING AND COMPLIANCE STATEMENTS:

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

In accordance with the principles in Section 9 of the *Local Government Act 2020*, the half-yearly reporting of the LGPRF Indicators to the Audit and Risk Committee will specifically:

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

POLICY/RELEVANT LAW

Reporting on the LGPRF indicators ensures compliance with the *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations 2020*.

PUBLIC TRANSPARENCY

Council's performance against LGPRF measures will be presented to a public Council meeting six-monthly and reported in the Golden Plains Shire Council Annual Report.

SERVICE PERFORMANCE

Reporting on the LGPRF Indicators provides valuable insights on the delivery of service performance principles under s.106 of the *Local Government Act 2020*.

COMMUNICATION

Council's performance against LGPRF measures will be presented to a public Council meeting six-monthly and reported in the Golden Plains Shire Council Annual Report.

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 – That Council receive and note the 2020/21 end of year report in its present form.

This option is recommended by officers as all available indicator results for the 20/21 period appear. This report has also been reviewed by the Senior Management Team and the Audit & Risk Committee for accuracy.

Option 2 – That Council do not receive and note the 2020/21 end of year report.

This option is not recommended by officers as the report is to provide an update on progress only.

Option 3 – That Council require further information.

This option is not recommended by officers as all available LGPRF Indicators have been reported on. Further requests for additional information or changes may be implemented in future reports.

CONFLICT OF INTEREST

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

CONCLUSION

This report provides information on Council's performance in relation to the LGPRF strategic indicators contained in the Local Government (Performance Reporting) Framework 2014 which provide a transparent reporting mechanism to the community in relation to Council's performance.

7.9 AUDIT & RISK COMMITTEE REPORT - 9 NOVEMBER 2021**File Number:****Author:** Sophie Brown, Acting Governance and Legal Services Officer**Authoriser:** Philippa O'Sullivan, Director Corporate Services**Attachments:** 1. 9 November Audit & Risk Committee Unconfirmed Minutes (under separate cover)**RECOMMENDATION**

That Council note the unconfirmed minutes from the Audit & Risk Committee meeting held on 9 November 2021 (Attachment 1).

EXECUTIVE SUMMARY

This report is being submitted to Council to provide a summary of business considered at the 9 November 2021 meeting of the Audit & Risk Committee.

BACKGROUND

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

DISCUSSION

Attendees at the Committee meeting were as follows:

Councillors:

- Mayor Helena Kirby
- Councillor Brett Cunningham

Independent Members:

- Andrew Pearce
- Joe Adamski
- Phil Delahunty

Officers:

- Eric Braslis (CEO)
- Philippa O'Sullivan (Director Corporate Services)
- Steven Sagona (Acting Director Community Services)
- Fiona Rae (Manager Finance)
- Claire Tehan (Manager People & Culture)
- Andrew Downie (Manager ICT and Digital Transformation)
- Suzannah Burton (Manager Community Wellbeing)
- Ben Jordan (Manager Recreation & Community Development)
- Rosie Wright (Acting Coordinator Governance and Risk)
- Will Neville (Coordinator OHS)
- Sophie Brown (Acting Governance and Legal Services Officer)

Guests:

- Martin Thompson (Crowe)

Apologies:

- Phil Josipovic (Director Infrastructure and Development)

Declaration of Conflict of Interest: Nil

The Committee considered the following matters at the meeting:

Audit Committee Action Items
Outstanding Internal and External Audit Actions
Publications of Interest
Aged Care Reform Update
Council First - Progress Update
Payroll System Implementation Update
Status Update on Payroll Matters
OHS Quarter 1 Report
COVID Vaccination Update
MAV WorkCare Scheme Licence Update
Risk Management and Insurance Quarter 1 Report
Risk Owner Presentation
Local Government Performance Reporting Indicators -End of Year
Finance Quarter 1 Update
Instances of Fraud or Corruption and Actions Taken
Internal Audit Program
Financial Statements and Performance Statement
VAGO Audit - Sexual Harassment in Local Government
MAV WorkCare Scheme
Insurance Renewals for 2021/22
Governance Quarter 1 Report
Local Government Act 2020 - Implementation Update

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

POLICY/RELEVANT LAW

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

RISK ASSESSMENT

There are no identified risk implications associated with this report.

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 – that Council receive the Audit & Risk Committee report from the meeting of 9 November 2021

This option is recommended by officers as the report is to provide an overview of the items tabled at the Audit and Risk Committee Meeting. No decisions are required to be made.

Option 2 – that Council do not receive the Audit & Risk Committee report from the meeting of 9 November 2021

This option is not recommended by officers as the report is to provide an update only.

Option 3 – that Council require further information

This option is not recommended by officers as the full agenda and minutes from the meeting are accessible to Councillors.

CONFLICT OF INTEREST

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

CONCLUSION

The next meeting of the Committee is scheduled for February 2022.

7.10 REVIEW OF COUNCIL EXPENSES AND ENTITLEMENTS POLICY

File Number:

Author: Rosie Wright, Acting Coordinator Governance and Risk

Authoriser: Philippa O'Sullivan, Director Corporate Services

Attachments: 1. Council Expenses and Entitlements Policy (under separate cover)

RECOMMENDATION

That Council adopt the Council Expenses and Entitlements Policy as attached.

EXECUTIVE SUMMARY

The Council Expenses and Entitlements Policy was last reviewed and adopted by Council at its meeting on 28 July 2020 to comply with the new Local Government Act 2020. Since the adoption of the policy, a review has been undertaken and opportunities for improvement and clarification of the policy have been identified and are now proposed.

BACKGROUND

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

As per the Local Government Act 2020 (Vic) s 41(2), a policy adopted by a Council under this section must:

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

The Council Expenses and Entitlements Policy was last reviewed and adopted by Council at its meeting on 28 July 2020 to comply with the new Local Government Act 2020. Since the adoption of the policy, a review has been undertaken and opportunities for improvement and clarification of the policy have been identified and are now proposed.

The policy is to be read and interpreted in conjunction with the relevant sections from the Local Government Act 2020. The Victorian Government published a Policy Statement on Local Government Mayoral and Councillor Allowances and Resources in April 2008, however a new determination by the Victorian Independent Remuneration Tribunal is expected to be published on 18 December 2021. This determination will not consider the reimbursement of expenses incurred by Council members or the provision of facilities and resources, as these are covered by the Local Government Act 2020.

DISCUSSION

Since the initial adoption of the Council Expenses and Entitlements Policy, a review has been undertaken and opportunities for improvement and clarification of the policy have been identified and are now proposed. The review included consideration of Council Expenses and Entitlements

Policies from 8 Victorian Councils as well as Local Government Victoria's Draft Council Expenses policy to ensure that what is offered is in line with industry standard and best practice.

A summary of the proposed amendments is provided in the table below.

Amendments			
Section	Heading	Change	Change Reasoning
1.1, 7.1, 7.4, 10.1, 10.4, 10.7, 10.8, 10.10, 11.1, 16.1, 17.1, 17.3, 17.4, 19.5, 25.1	Various sections	Spelling and/or grammar and/or punctuation corrected	To improve readability and correct typographical errors
1.1	Purpose	Added "and facilities"	To reflect Councillors' ability to access Council facilities under this Policy
		Added "and uphold principles of public transparency."	Public transparency upheld by public reporting of Councillor expenses
2.2	Scope	Existing scope statement moved to Policy Statement and Scope edited to reflect LGA 2020	Clarity and readability
3.1	Policy Statement	Section 41B amended to Section 41	Typographical error as there is no section 41B of the Local Government Act 2020
3.2 and 3.3		Policy statement expanded to state the requirements of the policy under the Local Government Act 2020	Local Government Act 2020 ss 40 and 42 apply
5.1	Communication Equipment	Added "One Jabra Wireless Headset"	Clarity
5.3, 5.4, 16.2, 30.2	Various sections	References to policies updated	Clarity
10.2	Conferences, Seminars, Training Programs and Professional Development	Added "professional"	Clarity and consistency in reference to professional development
10.7		Added "or course of study"	To expand reference to non-unit-based study
12.1	Meeting rooms, office space and furniture	Added "located within the main Council office", removed "quality" requirement, added "small"	To improve clarity. "Quality" removed as this is not defined in the policy
14.1	Mail inward and outward	Changed "Records" to "Information Management", grammar changes	To reflect changed department name, and improve readability
14.3		Added "or is otherwise contrary to Council policy"	To expand reference to include other relevant Council policies in relation to

			correspondence
14.4		Added "per financial year"	Clarity
14.6		Changed "need to remain mindful of" to "must comply with all"	Election caretaker provisions are a requirement to be adhered to by all Councillors
16.1	Additional Expenses of the Mayor	Removed	Redundant section
16.2		Changed "functions" to "duties"	Consistency with LGA 2020
17.9	Travelling Expenses	Clause added	Expenses from breaches of regulations or laws to be the responsibility of the Councillor
17.12		Clause reworded and definition of "eligible meeting or authorised function" added	Clarity and readability. Defined process to claim the allowance.
19.3	Payment of Allowances	Added "within 14 days of the end of the quarter"	To define timeframe for refund of any allowance.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

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

POLICY/RELEVANT LAW

Local Government Act 2020 (Vic)

PUBLIC TRANSPARENCY

The Council Expenses and Entitlements Policy ensures public transparency in relation to the reimbursement of Councillor expenses and the resources and facilities that are made available to Councillors in the performance of their duties.

RISK ASSESSMENT

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

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

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 – That Council adopt the Council Expenses and Entitlements Policy

This option is recommended by officers as the amendments proposed will provide clarity, improve the operation of the policy, and correct omissions in the existing policy.

Option 2 – That Council do not adopt the Council Expenses and Entitlements Policy

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

CONFLICT OF INTEREST

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

CONCLUSION

Under the *Local Government Act 2020*, Council must adopt and maintain an expenses policy in relation to the reimbursement of out-of-pocket expenses for Councillors and members of delegated committees. A review of the Council Expenses and Entitlements Policy has been completed and amendments are now proposed.

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 66 of the Local Government Act 2020:

10.1 Response to Commonwealth Aged Care Reforms

This matter is considered to be confidential under Section 3(1) - a 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 Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.
