



## **COUNCIL MEETING AGENDA**

Tuesday 28 February 2023  
6:00pm

Community Room 1, Community Hub, Maryborough  
and livestreamed on the internet.

### **MEMBERSHIP**

Councillors:

*Grace La Vella (Mayor)*

*Liesbeth Long*

*Geoff Lovett*

*Chris Meddows-Taylor*

*Gerard Murphy*

*Wayne Sproull*

*Anna de Villiers*

# Contents

	Page
<b>Commencement of Meeting and preliminaries</b>	<b>4</b>
Commencement	5
Apologies	6
Leave of absence	7
Conflicts of interest	8
<b>Confirmation of minutes of previous Council meeting</b>	<b>10</b>
5. Confirmation of Minutes Report	11
5.1 DRAFT Council Meeting Minutes 20 December 2022	13
5.2 DRAFT Council Meeting Minutes Special 31 January 2023	22
<b>Minutes of Delegated and Advisory Committees</b>	<b>39</b>
<b>Petitions</b>	<b>40</b>
<b>Officer Reports</b>	<b>41</b>
8.1 Finance Forecast Analysis Report	42
8.1.1 Forecast Income Statement	51
8.1.2 Capital Works Forecast Report	52
8.2 Finance Report January 2023	54
8.2.1 Jan 2023 - Financial statements	59
8.3 Electoral Structure Review	63
8.3.1 Electoral Review Submission	69
8.4 Council Meeting Energy Breakthrough 2023 Entry Fees	71
8.5 Council Plan Action Progress Report	74
8.5.1 Quarterly Progress Report	77
8.6 S11A Instrument of Appointment and Authorisation	98
8.6.1 S11A - Delegations - Instrument of Appointment (P_E Act) Khiara Jenkinson	101
<b>Notices of motion</b>	<b>103</b>
Notices of Motion	104
9.1 Maryborough Railway Station Goods Shed - Cr Chris Meddows Taylor	105
<b>Urgent business</b>	<b>107</b>
Urgent business	108
<b>Confidential business</b>	<b>109</b>

Confidential business

110

**Meeting closure**

**112**

# Commencement of Meeting and preliminaries

Councils must, in the performance of its role, give effect to the overarching governance principles in the *Local Government Act 2020*.<sup>1</sup> These are included below to guide Councillor consideration of issues and Council decision making.

- a) Council decisions are to be made and actions taken in accordance with the relevant law;
- b) priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- c) the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
- d) the municipal community is to be engaged in strategic planning and strategic decision making;
- e) innovation and continuous improvement is to be pursued;
- f) collaboration with other Councils and Governments and statutory bodies is to be sought;
- g) the ongoing financial viability of the Council is to be ensured;
- h) regional, state and national plans and policies are to be taken into account in strategic planning and decision making;
- i) the transparency of Council decisions, actions and information is to be ensured.

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<sup>1</sup> Section 9.

## **2. Apologies**

Council's Governance Rules require that the minutes of Council meetings record the names of Councillors present and the names of any Councillors who apologised in advance for their non-attendance.<sup>1</sup>

The annual report will list councillor attendance at Council meetings.

Councillor attendance at Councillor briefings is also recorded.

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<sup>1</sup> Chapter 2, rule 62.

### **3. Leave of absence**

One reason that a Councillor ceases to hold the office of Councillor (and that office becomes vacant) is if a Councillor is absent from Council meetings for a period of 4 consecutive months without leave obtained from the Council. (There are some exceptions to this - see section 35 for more information.)

A Councillor can request a leave of absence. Any reasonable request for leave must be granted.<sup>1</sup>

Leave of absence is approved by Council. Any request will be dealt with in this item which is a standing item on the agenda. The approvals of leave of absence will be noted in the minutes of Council in which it is granted. It will also be noted in the minutes of any Council meeting held during the period of the leave of absence.

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<sup>1</sup> See *Local Government Act 2020* s 35 (4) and s 35 (1) (e).

## 4. Conflicts of interest

Conflicts of Interest must be disclosed at the commencement of a Council meeting or Councillor briefing, or as soon as a Councillor recognises that they have a conflict of interest.

The relevant provisions in the *Local Government Act 2020* include those in Part 6, Division 2 (from section 126). Failing to disclose a conflict of interest and excluding themselves from the decision making process is an offence.

### Disclosures at Council meetings

Under the Governance Rules:<sup>1</sup>

A Councillor who has a conflict of interest in a matter being considered at a Council meeting at which he or she:

1 is present must disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the Council meeting immediately before the matter is considered; or

2 intends to be present must disclose that conflict of interest by providing to the Chief Executive Officer before the Council meeting commences a written notice:

2.1 advising of the conflict of interest;

2.2 explaining the nature of the conflict of interest; and

2.3 detailing, if the nature of the conflict of interest involves a Councillor's relationship with or a gift from another person, the:

(a) name of the other person;

(b) nature of the relationship with that other person or the date of receipt, value and type of gift received from the other person; and

(c) nature of that other person's interest in the matter,

and then immediately before the matter is considered at the meeting announcing to those present that he or she has a conflict of interest and that a written notice has been given to the Chief Executive Officer under this sub- Rule.

The Councillor must, in either event, leave the Council meeting immediately after giving the explanation or making the announcement (as the case may be) and not return to the meeting until after the matter has been disposed of.

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<sup>1</sup> Chapter 5, Rule 3.



**Disclosures at councillor briefings (and other meetings)**

Also under the Governance Rules,<sup>2</sup> a Councillor who has a conflict of interest in a matter being considered by a meeting held under the auspices of Council at which he or she is present must:

- 1 disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the meeting immediately before the matter is considered;
- 2 absent himself or herself from any discussion of the matter; and
- 3 as soon as practicable after the meeting concludes provide to the Chief Executive Officer a written notice recording that the disclosure was made and accurately summarising the explanation given to those present at the meeting.

**Councillor form to disclose conflicts of interest**

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Meeting type:

- Briefing
- Meeting
- Other \_\_\_\_\_

Nature of the conflict of interest (describe):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If the nature of the conflict of interest involves a Councillor's relationship with or a gift from another person:

- name of the other person (gift giver): \_\_\_\_\_
- nature of the relationship with that other person or the date of receipt, value and type of gift received from the other person: \_\_\_\_\_
- nature of that other person's interest in the matter: \_\_\_\_\_

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<sup>2</sup> Chapter 5, Rule 4.

## **5. Confirmation of minutes of previous Council meeting**

## 5. CONFIRMATION OF THE MINUTES OF PREVIOUS COUNCIL MEETING

**Author:** Governance Officer

**Responsible Officer:** General Manager Corporate Performance

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

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### SUMMARY/PURPOSE

To present for confirmation the following:

- Confidential Minutes of Council Meeting 25 October 2022
- Minutes of Council Meeting 20 December 2022
- Minutes of Special Council Meeting 31 January 2023

### RECOMMENDATION

*That Council:*

1. *confirm the following:*
  - Confidential Minutes of Council Meeting 25 October 2022 (circulated under separate cover)
  - Minutes of Council Meeting 20 December 2022
  - Minutes of Special Council Meeting 31 January 2023; and
2. *resolve that the resolution in the Confidential Minutes of Council Meeting 25 October 2022 be included in the public minutes of this meeting.*

### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2021-2025 - Leading Change

The Community's vision 4. Good planning, governance, and service delivery

### BACKGROUND INFORMATION

The minutes of meetings remain unconfirmed until the next meeting of Council.

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The 'Comic Sans' font and background colour are being used in this report to improve accessibility.

## **REPORT**

Council keeps minutes of each meeting of the Council and those minutes are submitted to the next appropriate meeting for confirmation.

Due to an administrative error the Confidential Minutes of the Council Meeting 25 October 2022 were not presented to the November 2022 meeting. This does not affect the validity of the resolution.

## **CONSULTATION/COMMUNICATION**

Once confirmed minutes become available, they will replace the unconfirmed minutes currently on the Council's website.

## **FINANCIAL & RESOURCE IMPLICATIONS**

Costs included in the Governance and Community Engagement budgets.

## **RISK MANAGEMENT**

This report addresses Council's strategic risk Governance - Failure to transparently govern and embrace good governance practices. This process conforms to the requirements of the Governance Rules. Publication of the minutes increases transparency and reduces the risk of maladministration.

## **CONCLUSION**

The confidential minutes of the Council Meeting held 20 December 2022, and the minutes of the Special Council Meeting held on 31 January 2023 are presented for confirmation.

## **ATTACHMENTS**

1. Unconfirmed minutes of Council meeting held 20 December 2022
2. Unconfirmed minutes of the Special Council Meeting held 31 January 2023



## **DRAFT COUNCIL MEETING MINUTES**

Tuesday 20 December 2022

6:00pm

Meeting held in person

Community Room 1, Community Hub, Maryborough  
and livestreamed on the internet.

### **MEMBERSHIP**

Councillors:

Grace La Vella (Mayor)

Liesbeth Long

Geoff Lovett

Chris Meddows-Taylor

Gerard Murphy

Wayne Sproull

Anna de Villiers

To be confirmed at the Council Meeting  
scheduled for 28 February 2023

## DRAFT COUNCIL MEETING MINUTES - 20 DECEMBER 2022

### 1. COMMENCEMENT OF MEETING AND WELCOME

The Mayor commenced the meeting at 6pm, welcoming all present, with an acknowledgement of country and the Council Prayer.

#### PRESENT:

##### **Councillors**

Grace La Vella (Mayor)

Anna De Villiers

Liesbeth Long

Geoff Lovett

Chris Meddows-Taylor

Gerard Murphy

Wayne Sproull

##### **Officers**

Acting General Manager Infrastructure Assets and Planning, Alan Jones

Acting General Manager Community Wellbeing, Veronica Hutcheson

General Manager Corporate Performance, Mick Smith

Chief Executive Officer, Lucy Roffey

### 2. APOLOGIES

Nil

### 3. LEAVE OF ABSENCE

Nil

## DRAFT COUNCIL MEETING MINUTES - 20 DECEMBER 2022

### 4. DISCLOSURES OF CONFLICTS OF INTEREST

Nil

### 5. CONFIRMATION OF THE MINUTES OF PREVIOUS COUNCIL MEETINGS

The report presented for confirmation the confidential minutes of the special Council meeting held 22 November 2022.

#### **MOTION**

*That Council Confirms the minutes of the ordinary Council Meeting held on 22 November 2022 with the following amendment relating to Item 8.4 Civil Engineering Consultancy Panel - Contract G1643-22 - the changing of contractor name from Bespoke to Keith David Biglin.*

**Moved:** Cr Sproull

**Seconded:** Cr Lovett

**Abstain:** Cr Murphy, Cr De Villiers for the reason they were absent from the Council Meeting held 22 November 2022

*Carried.*

### 6. REPORTS FROM COMMITTEES

Nil

### 7. PETITIONS

Nil

## DRAFT COUNCIL MEETING MINUTES - 20 DECEMBER 2022

### 8. OFFICER REPORTS

#### 8.1 COUNCIL MEETING DATES 2023

The report presented the proposed dates and times for meetings of Council for the 2023 calendar year.

#### **MOTION**

*That Council adopts the following dates for council meetings in 2023:*

- *Tuesday 28 February*
- *Tuesday 28 March*
- *Tuesday 2 May*
- *Tuesday 30 May*
- *Tuesday 27 June*
- *Tuesday 25 July*
- *Tuesday 22 August*
- *Tuesday 26 September*
- *Tuesday 24 October*
- *Tuesday 21 November- Meeting to appoint Mayor and consideration of appointments to committees and organisations*
- *Tuesday 28 November*
- *Tuesday 19 December*

**Moved: Cr De Villiers**

**Seconded: Cr Long**

**Carried**

- Crs De Villiers, Long and Sproull spoke in favour of the motion.



## 8.2 PLANNING SCHEME AMENDMENT C34CGOL (OMNIBUS)

The report presents for Council's consideration the submissions received in response to public exhibition of the Planning Scheme Amendment C34cgol (Omnibus) and resolve on the next step in the amendment process.

The purpose of the amendment, which was on public exhibition from 21 September to 3 November 2022, is to implement recommendations of the Planning Scheme Review (PSR) and other key strategies.

### MOTION

*That Council:*

- 1. make changes to Amendment C034cgol in response to submissions, in accordance with Attachment 1 Amendment C34cgol - Submissions Summary; and*
- 2. request the Minister for Planning appoint an independent planning panel to consider unresolved requests and provide advice to Council*

**Moved: Cr Meddows-Taylor**

**Seconded: Cr De Villiers**

Cr Meddows Taylor spoke in favour of the motion.

### PROCEDURAL MOTION

The following procedural motion was put prior to a vote being taken on the motion as put above, in accordance with Governance Rule 41:

That the motion regarding Planning Scheme Amendment C34CGOL (Omnibus) be deferred until the Council Meeting scheduled for 28 March 2022.

**Moved: Cr Lovett**

**Seconded: Cr Murphy**

**Carried**

- Cr Lovett spoke in favour of the procedural motion.

## DRAFT COUNCIL MEETING MINUTES - 20 DECEMBER 2022

### 8.3 AUDIT AND RISK COMMITTEE'S BIANNUAL REPORT TO COUNCIL

As required section 54(5) of the *Local Government Act 2020*, an Audit and Risk Committee (ARC) report must be prepared and presented to Council on the outcomes of the Audit and Risk Committee meetings on a biannual basis.

This report from the Committee covers the six months to 30 November 2022.

#### **MOTION**

That Council:

1. note the Biannual Report for Council from the Audit and Risk Committee.
2. thank the members for their ongoing commitment to the function of the audit and Risk Committee.

**Moved: Cr Lovett**

**Seconded: Cr Murphy**

**Carried**

Cr Lovett spoke in favour of the motion.

### 8.4 NOVEMBER FINANCIAL REPORT

The presents to Council the financial performance for the year to date and how it is tracking against the adopted budget, noting any material differences.

#### **MOTION**

That Council Receives and notes the attached Finance Report for the period to 30 November 2022.

**Moved: Cr Murphy**

**Seconded: Cr Lovett**

**Carried**

- Cr Murphy spoke in favour of the motion.
- Dr De Villiers requested re list of grants that dollar of value be listed with them in future.

## DRAFT COUNCIL MEETING MINUTES - 20 DECEMBER 2022

### 9. NOTICES OF MOTION

Notice of the following motions was received in accordance with the Governance Rules Chapter 2, Division 4.

#### 9.1 NOTICE OF MOTION NO. 7 - CR GEOFF LOVETT - 52 ROSS STREET, MARYBOROUGH

##### MOTION

1. Notwithstanding the Framework Planning work being undertaken for Maryborough North, Carisbrook and Flagstaff, the 8-hectare parcel of land at 52 Ross Street, Maryborough should be considered, as a priority and in isolation, for broad hectare residential development as per the application Council received in June 2022 to rezone and subdivide the land pursuant to Section 96A of the *Planning and Environment Act 1987*.
2. As a matter of urgency, Officers are to make the position of Council clear, in relation to the land at 52 Ross Street, Maryborough, to other government authorities including the CFA and DELWP.

Moved: Cr Lovett

Seconded: Cr Murphy

Carried

Crs Lovett and Murphy spoke in favour of the motion.

#### 9.2 NOTICE OF MOTION NO. 8 - CR CHRIS MEDDOWS-TAYLOR PASSENGER RAIL ADVOCACY MARYBOROUGH SECTOR

##### MOTION

That Council:

1. Note the commencement in December 2022 of the four new weekend passenger rail services which were funded within the 2022-2023 Victorian State Budget.
2. Express appreciation to the Minister for Public Transport the Hon Ben Carroll MP for this addition and to the Deputy Premier the Hon Jacinta Allan MP for making the commencement announcement at Maryborough Railway Station, as

## DRAFT COUNCIL MEETING MINUTES - 20 DECEMBER 2022

well as thanking Martha Haylett who has been elected as the Member for Ripon, for her support in passenger rail advocacy as a candidate for the seat of Ripon.

3. Congratulate the Victorian Government on its Election commitment for reduced country passenger rail fares which will significantly benefit regional and rural communities and boost rail patronage.
4. Note the discussions leading to the commencement announcement between Council and the Department of Transport, which also included a request by Council for Myki activation in line with previous advocacy to the Government and PR and marketing support through the Department and/or V/line to promote the destinations in the Maryborough rail sector to encourage added visitation, as well as ensuring Maryborough Station ticketing hall and the toilets are opened at a reasonable time ahead of the morning services enabling greater comfort and convenience for passengers.
5. Note that some of these key requests were also raised with the Deputy Premier and Martha Haylett as Labor Candidate for Ripon during the recent visit to announce the commencement of weekend services, with Council continuing its advocacy for an added weekday service leaving Maryborough for Melbourne weekday mid-mornings and returning from Melbourne mid-evening.
6. Resolve to consolidate and update its priority passenger rail advocacy priorities to the Victorian Government as follows:
  - a) Providing an added weekday service each day leaving Maryborough for Melbourne weekday mid-mornings and returning from Melbourne mid-evening.
  - b) Activating Myki at an early date, noting also that under the Government's proposed fare reduction program, Myki connectivity creates added fare reduction benefits.
  - c) Recognising that if Myki activation is not possible, then implementing other easy access ticketing arrangements and/or making other transitional arrangements, including easier access for smaller communities along the Maryborough sector where ticket purchase arrangements are more difficult.
  - d) Extending station access arrangements including ticket hall waiting and toilet access for passengers arriving for the early morning service departing Maryborough Station.
  - e) Monitoring and reviewing the timing of the added weekend services by the Department of Transport and Council, with a view to assessing if there is benefit in a subsequent timetable change enabling the morning

## DRAFT COUNCIL MEETING MINUTES - 20 DECEMBER 2022

departure from Melbourne and the afternoon return from Maryborough to be both one hour later than currently scheduled.

- f) Allocating Government funding for PR and marketing of the visitor experiences for destinations along the Maryborough sector which the new weekend services has created added access to, in order to develop added visitation and boost passenger rail patronage in the sector.
- g) Ensuring the Government is aware of the importance of enhanced passenger rail services to Council and our community, including the emphasis Council is placing on the development of the Ballarat - Maryborough Growth Corridor.

Advise the Minister for Public Transport the Hon Ben Carroll MP and Martha Haylett MP the Member for Ripon accordingly.

**Moved: Cr Meddows-Taylor**

**Seconded: Cr Lovett**

**Carried**

- Crs Meddows-Taylor and Lovett spoke in favour of the motion.

### 10. URGENT BUSINESS

Nil

### 11. CONFIDENTIAL BUSINESS

Nil

### 12. MEETING CLOSURE

The meeting closed at 6.50pm.



## **DRAFT MINUTES**

## **SPECIAL COUNCIL MEETING**

**6pm Tuesday 31 January 2023  
Community Hub Maryborough, and livestreamed**

## **COUNCIL MEMBERS**

Grace La Vella  
Liesbeth Long  
Geoff Lovett  
Chris Meddows-Taylor  
Gerard Murphy  
Wayne Sproull  
Anna de Villiers

**TO BE CONFIRMED AT THE COUNCIL MEETING HELD ON 28  
FEBRUARY 2023**

# DRAFT MINUTES SPECIAL COUNCIL MEETING 31 JANUARY 2023



## 1. COMMENCEMENT OF MEETING AND WELCOME

### IN ATTENDANCE

#### Councillors

Geoff Lovett  
Liesbeth Long (via videoconference)  
Wayne Sproull  
Grace La Vella  
Chris Meddows-Taylor  
Anna de Villiers

#### Officers

General Manager Corporate Performance Mick Smith  
General Manager Infrastructure Assets and Planning Matthew Irving  
General Manager Community Wellbeing Emma Little

Cr Lavella welcomed all to the meeting, and recited an Acknowledgement of Country and the Council Prayer.

## 2. APOLOGIES

Nil

## 3. LEAVE OF ABSENCE

Nil

## 4. CONFLICTS OF INTEREST

The CEO Lucy Roffey declared a material conflict of interest in the item to be considered for the reason she is a member of the Advisory Board of Homes Victoria, which has a material interest in the matter.

The CEO was absent from the meeting and has not been involved in preparing or reviewing any associated reports in relation to this planning permit, or in attendance at any briefings, hearings or meetings in relation to the proposal.

**5. REPORTS**

**5.1. PLANNING PERMIT APPLICATION NO. D075/22 FOR THE SUBDIVISION OF 20 DWELLINGS, 25 MARGARET STREET MARYBOROUGH.**

The report presented the Planning Permit Application no. D075/22 for the subdivision of 20 dwellings, 25 Margaret Street Maryborough.

**MOTION:**

*That Council, having caused notice of planning permit application no. D075/22 to be given under section 52 of the Planning and Environment Act 1987 and the Central Goldfields Planning Scheme and having considered all the matters generally required, resolves to grant a planning permit and issue a Notice of Decision to Grant a Permit in respect of planning permit application no. D075/22 for the land known and described as 25 Margaret Avenue, Maryborough, for the development of the land for 20 single dwellings, associated 20-lot staged subdivision of the land, removal of native vegetation, waiver of car parking requirements, alteration of access to a road in a Transport Zone 2, and associated buildings and works, in accordance with the endorsed plans and subject to the following conditions:*

**Endorsed plans**

- 1. The development and subdivision allowed by this permit must be generally in accordance with the plans and/or documents endorsed as part of this permit and must not be altered or modified without the written consent of the responsible authority.*

**Formal plan of subdivision**

- 2. The formal plan of subdivision submitted for certification must be in accordance with the endorsed plan and must not be modified except to comply with statutory requirements or with the further written consent of the responsible authority.*

**General amenity**

- 3. The development and the appearance of the subject land permitted by this permit must not, in the opinion of the responsible authority, adversely affect the amenity of the locality.*

**Construction activities**

- 4. The development must be managed during construction to the satisfaction of the responsible authority so that the amenity of the area is not detrimentally affected through the:*
  - a) Transport of materials, goods, or commodities to or from the land.*



- b) *Appearance of any building, works or materials.*
  - c) *Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, litter, dust, wastewater, waste products, grit, or oil.*
  - d) *Presence of vermin or animals.*
5. *All earthworks are to be designed and constructed to avoid soil erosion. All fill is to be compacted, batters are to be topsoiled and revegetated and all drainage is to be diverted around the disturbed areas/batters. Drainage from benched areas, batters and access tracks is to be diverted on non-scouring grades to stable vegetated areas. Several drainage points are to be used to avoid concentration of drainage water.*

**Asset protection**

6. *At all times, the permit holder/landowner must ensure that the operation and condition of Council assets (including street trees, drains and roads) are not damaged by the site construction works. If the responsible authority deems Council assets have been detrimentally affected or damaged by development*

**Completion of landscaping**

7. *Before the occupation of the development or by such later date as is approved by the responsible authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.*

**Use of parking areas**

8. *Areas set aside for the parking and movement of vehicles, as shown on the endorsed plans, must be maintained in a usable and safe condition to the satisfaction of the responsible authority. The areas must be made available for the parking and movement of vehicles and must not be used for any other purpose.*

**Provision for waste collection**

9. *Provision must be made for an acceptable pick-up point for waste collection services to the satisfaction of the responsible authority.*

**Staged subdivision**

10. *The subdivision must proceed in the order of stages as shown on the endorsed plan(s) unless otherwise agreed in writing by the responsible authority.*

**Occupation of development**

11. *The development of any stage permitted by this permit must not be occupied until:*
  - a) *The access and parking area(s) shown on the endorsed plan(s) have been constructed to the requirements and satisfaction of the responsible authority.*
  - b) *The garden and landscape area(s) shown on the endorsed plan(s), including external fixtures such as clotheslines, storage sheds and rainwater tanks, have been provided and completed to the requirements and satisfaction of the responsible authority.*

**Completion of development**

12. *Prior to the issue of a Statement of Compliance for stage 1 under the Subdivision Act 1988, the development of stage 1 permitted under this permit of must be completed including that:*
  - a) *The access and parking area(s) shown on the endorsed plan(s) must be constructed to the requirements and satisfaction of the responsible authority.*
  - b) *The garden and landscape area(s) shown on the endorsed plan(s) including external fixtures such as clotheslines, storage sheds and rainwater tanks must be provided and completed to the requirements and satisfaction of the responsible authority.*
13. *Prior to the issue of a Statement of Compliance for stage 2 under the Subdivision Act 1988, the development of stage 2 permitted under this permit of must be completed including that:*
  - a) *The access and parking area(s) shown on the endorsed plan(s) must be constructed to the requirements and satisfaction of the responsible authority*
  - b) *The garden and landscape area(s) shown on the endorsed plan(s) including external fixtures such as clotheslines, storage sheds and rainwater tanks must be provided and completed to the requirements and satisfaction of the responsible authority.*

**Public open space contribution**

14. *Prior to the issue of the Statement of Compliance, a monetary contribution of an amount equal to 5% of the current value of all the land within the subdivision shall be paid to the responsible authority. If the land is subdivided in stages; the contribution may be paid proportionally to the area of the lots being created.*
15. *The permit holder or landowner must pay on demand the Council's reasonable costs and expenses to provide valuation*

*for payment in lieu of open space.*

**Mandatory subdivision conditions**

16. *The owner of the land must enter into an agreement with:
  - a) *a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and*
  - b) *a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network (NBN) will not be provided by optical fibre.**
17. *Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:
  - a) *a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and*
  - b) *a suitably qualified person that fibre ready telecommunications facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.**

**Engineering**

18. *Prior to the issue of a Statement of Compliance (or as otherwise stated) the following must be undertaken by the permit holder/landowner to the requirements and satisfaction of the responsible authority (alternative requirements may be approved, in writing, by Council's Manager Infrastructure):*

**Roads**

19. *Prior to the commencement of the subdivision and development allowed by this permit, three copies of a subdivision road layout and road reserve plan that is drawn to scale and fully dimensioned must be submitted to and approved by the responsible authority. When approved, the plan will be endorsed and will then form part of this permit. The plan must*

*show:*

- a) *Extension of Margaret Avenue from Sutton Road (Pyrenees Highway) to the existing constructed sealed road formation north of Tobruk Avenue, to provide access to Lots 1 to 10 from Margaret Avenue.*
  - b) *The Margaret Avenue road formation as a 7.55m-wide roadway with a 6.35m wide seal.*
  - c) *An extension from McPherson Avenue to the common property/driveway that incorporates a court bowl to allow general traffic to turn around before entering the common area, to provide access to Lots 11 to 20.*
  - d) *The McPherson Avenue road formation as a 7.65m-wide roadway with a 6.45m wide seal.*
20. *The road formations of Margaret and McPherson Avenues must be designed and constructed in accordance with the Council's Road Management Plan 'Road Hierarchy' with design service level standards to Urban Access 1 road standard. This includes a pavement depth of 250mm minimum, with pavement design to be verified via subgrade and pavement materials testing (CBR), and with kerb and channel to both sides, to the satisfaction of the responsible authority.*
21. *McPherson Avenue shall be designed to show the intersection with Elizabeth Street, with traffic priority given to McPherson Avenue.*
22. *Margaret and McPherson Avenues shall both be designed to accommodate and contain road surface stormwater drainage.*
23. *The road surfacing of Margaret and McPherson Avenues shall be sealed to the satisfaction of the responsible authority.*
24. *Prior to any relevant works, the permit holder/landowner must make an application for a road occupation permit(s) and have this approved. All works constructed or carried out must be in accordance with the approved permit(s) and any plan(s).*

#### **Access**

25. *Vehicle access to Lots 1 to 10 must be provided from the road frontage to Margaret Avenue.*
26. *Vehicle access to Lots 11 to 20 must be provided from the common area via McPherson Avenue.*
27. *Vehicle crossovers must be constructed for Lots 1 to 10 in Margaret Avenue and to provide access to the common area from McPherson Avenue. Such crossovers/driveways must be*

*of concrete construction and be from kerb to property boundary (refer Infrastructure Design Manual Standard Drawing 240) to the satisfaction of the responsible authority.*

28. *Prior to any relevant crossover/driveway works, the permit holder/landowner must make an application for a vehicle crossing/driveway permit (or permits) and have this approved. All works constructed or carried out must be in accordance with the approved permit(s) and any plan(s).*
29. *Once constructed, the vehicle crossing(s)/driveway(s) must be thereafter maintained by the landowner to the satisfaction of the responsible authority.*

**Kerbs**

30. *Kerb and channel must be provided on both sides to all proposed roads and shall be a modified SM2 profile.*

**Footpaths**

31. *As part of the subdivision road layout and road reserve plan, footpath layout plans must be submitted to and approved by the responsible authority if they are to their satisfaction.*
32. *A concrete footpath must be provided along the western side of Margaret Avenue from the northern end of the proposed subdivision connecting to the existing path that is to the south of the proposed subdivision. The concrete footpath shall be 1.5 metres wide and at a depth of 125mm with SL72 mesh reinforcement and an offset of 300mm from property boundaries.*

**Street lighting**

33. *Street lighting must be provided on street light poles, adequately located in Margaret Avenue and McPherson Avenue, to the satisfaction of the responsible authority.*
34. *Prior to installation of the street lighting, details of location, type and design must be submitted to and approved by the responsible authority. The design must be one of a standard LED approved by Powercor.*

**Drainage**

35. *Prior to the commencement of any works, subdivision drainage plans must be submitted to and approved by the responsible authority. When approved, the plan will be endorsed and will then form part of this permit.*
36. *Prior to the commencement of any drainage works, a Stormwater Management Strategy detailing all proposed stormwater quality works within the subject land must be*

*submitted to and approved by the responsible authority. When approved, the strategy will be endorsed and will then form part of this permit.*

37. *As part of the roadway design for Margaret Avenue, a roadway drainage system must be included that ensures water drains away from the roadway.*
38. *An underground drainage system must be designed and constructed in accordance with the current Australian Rainfall and Runoff – Flood Analysis and Design for a 10- year annual recurrence interval.*
39. *The permit holder/landowner must design and construct a drainage system to drain the development to the legal point of discharge.*
40. *A legal point of discharge shall be provided for each lot to the kerb and channel in Margaret Avenue at the northern end of the subdivision.*
41. *All stormwater shall be accommodated and treated within the subdivision in accordance with Infrastructure Design Manual Clause 19, including any overland stormwater flows that flow into the subdivision from external sources.*
42. *Stormwater and surface water drainage from lots, driveways and roadways shall be designed for stormwater quality and quantity to comply with the Best Practice Environmental Management Guidelines for Urban Stormwater (CSIRO) 1999 and to the satisfaction of the responsible authority.*

**Landscaping**

43. *Upon completion of all works, all nature strips must be levelled, topsoiled, and seeded. Alternate landscaping methods may be undertaken, but must be approved in writing, by the responsible authority prior to being undertaken.*
44. *Five street trees must be placed in the nature strip on Margaret Avenue. The trees shall be Fuchsia Gum and placed in front of Lots 1, 3, 5, 7, and 9. The trees must be planted prior to the issue of the Statement of Compliance and maintained by the permit holder/landowner for a period of 24 months following planting. Any tree that dies within this time must be replaced at the expense of the permit holder/landowner with the same species, unless agreed in writing with the responsible authority.*

**Defects liability**

45. *A defects liability period of 12 months will apply to all civil construction works undertaken.*
46. *Handover of nature strips, road-related assets, and stormwater*

*drainage and treatment system assets will occur at the end of the defects liability period, where the condition and operation/function of each asset will be to the satisfaction of the responsible authority.*

47. *In the period up to handover, the operation/ function/ maintenance/ repairs of nature strips, road-related assets, and stormwater drainage and treatment system assets will be the responsibility of the permit holder, where the operation/function of each asset is to be to the satisfaction of the responsible authority.*

**Prior to Certification**

48. *Prior to Certification of the Plan of Subdivision, site plans that are drawn to scale, fully dimensioned, and inclusive of a proposed timeline of works must be submitted to and approved by the responsible authority. When approved, the plan will be endorsed and will then form part of this permit. The plans must be in digital format (\*.dwg) and with hard copies provided. The plans must be generally in accordance with the submitted/application plans but modified to show:*

- a) *Detailed civil drawings of all proposed roads, including the ability to accommodate a garbage truck and vehicle turnaround facilities.*
- b) *Construction access routes (subdivision and dwellings).*
- c) *Vehicle crossovers.*
- d) *Any traffic control facilities.*
- e) *Drainage (including computations and water-sensitive urban design treatment measures) and legal point of discharge for each lot (house drains).*
- f) *Stormwater retention and treatment.*
- g) *Streetlights and any signage.*
- h) *Landscaping*

**Prior to any works**

49. *Prior to the commencement of any works, the permit holder/landowner must ensure all civil drawings are to the satisfaction of the responsible authority and approved. The responsible authority is to be paid a fee of 0.75% of the total construction costs for these road works (for the approval of the plans) plus 2.5% for supervision of construction.*
50. *Prior to the commencement of any works, the permit holder/landowner must provide temporary garbage collection*

*points for developed properties during the staged subdivision construction, to the satisfaction of the responsible authority.*

**General Requirements**

51. *All works constructed or carried out must be in accordance with the approved plans and specifications.*
52. *Only the approved subdivision construction access points shall be utilised or developed, unless with the prior consent of the responsible authority.*

**Department of Environment, Land, Water and Planning**

Notification of permit conditions

53. *Before works start, the permit holder must advise all persons undertaking the vegetation removal works on site of all permit conditions pertaining to native vegetation protection.*

Protection of native vegetation to be retained

54. *Before works start, a native vegetation protection fence must be erected around all native vegetation to be retained within 15 metres of the works area. This fence must be erected at:
  - a) *A radius of 12 times the diameter of the tree trunk at a height of 1.4 metres to a maximum of 15 metres but no less than 2 metres from the base of the trunk of the tree; and*
  - b) *Around the patch(es) of native vegetation at a minimum distance of 2 metres from retained native vegetation.**

*The fence must be constructed of star pickets and paraweb or similar, to the satisfaction of the responsible authority and the Department of Environment, Land, Water and Planning. The protection fence must remain in place until all works are completed to the satisfaction of the department.*

55. *Except with the written consent of the department, within the area of native vegetation to be retained and any tree protection zone associated with the permitted use and/or development, the following is prohibited:
  - a) *vehicular or pedestrian access;*
  - b) *trenching or soil excavation;*
  - c) *storage or dumping of any soils, materials, equipment, vehicles, machinery or waste products;*
  - d) *construction of entry and exit pits for underground services; or*
  - e) *any other actions or activities that may result in adverse impacts to retained native vegetation.**

Native vegetation offsets



56. *Native vegetation removal must be in accordance with the extent specified in the Native Vegetation Removal report 313-20220614-020 dated 14/06/2022. The total area of native vegetation permitted to be removed is 0.205 hectares, comprised of one large scattered tree and seven small scattered trees.*
57. *To offset the removal of 0.205 hectares of native vegetation the permit holder must secure a native vegetation offset(s) that meets all the following:*
- A general offset of 0.036 general habitat units located within the North Central Catchment Management Authority boundary or Central Goldfields municipal district;*
  - have a Strategic Biodiversity Value score of at least 0.122.*
  - provide protection for at least one large tree*
  - must be in accordance with the Guidelines for the removal, destruction or lopping of native vegetation (DELWP, 2017).*

*Offset evidence*

58. *Before any native vegetation is removed, evidence that the required offset for the project has been secured must be provided to the satisfaction of the responsible authority. This evidence must be:*
- a) *an established first party offset site. This must include:*
- a security agreement signed by both parties, and*
  - a management plan detailing the 10-year management actions and ongoing management of the site;*
- to the satisfaction of the Department of Environment, Land, Water and Planning and approved by the Responsible Authority.*
- Every year, for ten years, after the responsible authority has approved the offset management plan, the applicant must provide notification of the management actions undertaken towards implementing the offset management plan, to the department. An offset site condition statement, including photographs must be included in this notification;*
- and/or*
- b) *credit extract(s) allocated to meet the requirements of the permit from the Native Vegetation Credit Register.*
- A copy of the offset evidence must be endorsed by the responsible authority and form part of this permit.*
59. *Within 30 days of endorsement of the offset evidence by the*

*responsible authority, the permit holder must provide a copy of the endorsed offset evidence to the Department of Environment, Land, Water and Planning at [p&a.north@delwp.vic.gov.au](mailto:p&a.north@delwp.vic.gov.au).*

**Goulburn-Murray Water**

60. *All construction and ongoing activities must be in accordance with sediment control principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).*
61. *Each lot must be provided with connection to the reticulated sewerage system in accordance with the requirements of the relevant urban water authority.*
62. *All works within the subdivision must be done in accordance with EPA Publication 960 "Doing It Right on Subdivisions, Temporary Environmental Protection Measures for Subdivision Construction Sites", September 2004.*
63. *All stormwater discharged from the site must meet the requirements of Standard C25 as specified in clause 56.07-4 of the Victorian Planning Provisions. All infrastructure and works to manage stormwater must be in accordance with the requirements of the responsible authority.*

**Country Fire Authority**

Mandatory BMO condition

64. *The bushfire protection measures forming part of this permit or shown on the endorsed plans, including those relating to construction standards, defensible space, water supply and access, must be maintained to the satisfaction of the responsible authority on a continuing basis. This condition continues to have force and effect after the development authorised by this permit has been completed.*

Endorsement of Bushfire Management Plan

65. *Before the development starts, the Bushfire Management Plan prepared by Central Highlands Environmental Consultancy (Version 1 dated 15 April 2022) must be endorsed by the responsible authority to form part of the permit. Once endorsed, the plan must not be altered unless otherwise agreed in writing by the Country Fire Authority and the responsible authority.*

Fire Hydrants

66. *Before the Statement of Compliance is issued under the Subdivision Act 1988, the following requirements must be met to the satisfaction of the Country Fire Authority:*
  - a) *An above or below ground operable hydrant must be installed within the McPherson Street court bowl at the entry*

*to the proposed subdivision.*

- b) The hydrant must be identified with marker posts or vertical surface markers, white road triangles and blue road reflectors (as applicable).*

*Note – CFA’s requirements for the identification of hydrants are specified in ‘Identification of Street Hydrants for Firefighting Purposes’ (available under publications at [www.cfa.vic.gov.au](http://www.cfa.vic.gov.au)).*

**Transport for Victoria**

- 67. Prior to certification of the plan of subdivision, unless otherwise agreed in writing by the Head, Transport for Victoria, a Functional Layout Plan must be submitted to and approved by the Head, Transport for Victoria. When approved by the Head, Transport for Victoria, the plan must be endorsed by the responsible authority and will then form part of the permit. The plan must show sealing of the intersection bellmouth at the intersection of Margaret Avenue and the Pyrenees Highway.*
- 68. Prior to the release of a Statement of Compliance, unless otherwise agreed in writing by the Head, Transport for Victoria, the following roadworks must be completed at the intersection of Margaret Avenue and the Pyrenees Highway at no cost to and to the satisfaction of the Head, Transport for Victoria:*
- a) Sealing of the intersection bellmouth.*
- b) Any other works required.*

**Central Highlands Water**

- 69. Any plan lodged for certification will be referred to the Central Highlands Region Water Corporation pursuant to section 8(1)(a) of the Subdivision Act 1988.*
- 70. Reticulated sewerage facilities must be provided to each lot by the owner of the land (or permit holder, in anticipation of becoming the owner) to the satisfaction of the Central Highlands Region Water Corporation. This will include the construction of works and the payment of major works contributions by the permit holder/landowner.*
- 71. A reticulated water supply must be provided to each lot by the owner of the land (or permit holder, in anticipation of becoming the owner) to the satisfaction of the Central Highlands Region Water Corporation. This will include the construction of works and the payment of major works contributions by the permit holder/landowner.*
- 72. The permit holder/landowner must provide easements to the satisfaction of the Central Highlands Region Water Corporation,*

*which will include easements for pipelines or ancillary purposes in favour of the Central Highlands Region Water Corporation, over all existing and proposed sewerage facilities within the proposal.*

73. *If the land is developed in stages, the above conditions will apply to any subsequent stage of the subdivision.*

**Powercor**

74. *The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to the Distributor in accordance with section 8 of that Act.*

75. *The permit holder/landowner shall provide an electricity supply to all lots in the subdivision in accordance with the Distributor's requirements and standards.*

*Note: Extension, augmentation or rearrangement of the Distributor's electrical assets may be required to make such supplies available, with the cost of such works generally borne by the permit holder/landowner.*

76. *The permit holder/landowner shall ensure that existing and proposed buildings and electrical installations on the subject land are compliant with the Victorian Service and Installation Rules (VSIR).*

*Note: Where electrical works are required to achieve VSIR compliance, a registered electrical contractor must be engaged to undertake such works.*

77. *When required by the Distributor, the permit holder/landowner shall set aside areas with the subdivision for the purposes of establishing a substation or substations.*

*Note: Areas set aside for substations will be formalised to the Distributor's requirements under one of the following arrangements:*

- RESERVES established by the permit holder/landowner in favour of the Distributor.*
- SUBSTATION LEASE at nominal rental for a period of 30 years with rights to extend the lease for a further 30 years.*

*The Distributor will register such leases on title by way of a caveat prior to the registration of the plan of subdivision.*

78. *The permit holder/landowner shall establish easements on the subdivision, for all existing Distributor electric lines where easements have not been otherwise provided on the land and for any new powerlines to service the lots or adjust the*

*positioning existing easements.*

*Note: Existing easements may need to be amended to meet the Distributor's requirements. Easements required by the Distributor shall be specified on the subdivision and show the Purpose, Origin and the In Favour of party.*

**Permit expiry**

79. *This permit will expire if one of the following circumstances applies:*

- a) The development is not started within three (3) years of the date of this permit.*
- b) The development is not completed within six (6) years of the date of this permit.*
- c) The plan of subdivision is not certified under the Subdivision Act 1988 within three*
- d) (3) years of the date of this permit; or*
- e) Registration of the plan of subdivision is not completed within six (6) years of the certification of the plan of subdivision under the Subdivision Act 1988.*

*The responsible authority may extend the periods referred to if a request is made in writing before the permit expires or within six months afterwards (for a request to extend the time to commence a development) or twelve months after the permit expires (for a request to extend the time to complete the development).*

**Permit notes:**

*Offset requirements are determined in accordance with DELWP (2017) Guidelines for the removal, destruction or lopping of native vegetation. Please visit <https://www.environment.vic.gov.au/native-vegetation/native-vegetation> for further information.*

*This permit is issued pursuant to the provisions of the Central Goldfields Planning Scheme and does not relieve the permit holder of the necessity to obtain a building permit pursuant to the Building Act 1993 prior to commencement of any construction or works on any part of the site.*

**Moved: Cr Murphy**

**Seconded: Cr Lovett**

**Carried**

**DRAFT MINUTES  
SPECIAL COUNCIL MEETING 31 JANUARY 2023**



*Crs Murphy, Lovett and Sproull and Chris Meddows-Taylor spoke in favour of the motion.*

**6. MEETING CLOSURE**

The Meeting closed at 6.19pm.

**The next Council Meeting will be held at 6pm Tuesday 28 February 2023.**

UNCONFIRMED

## **6. Minutes of Delegated and Advisory Committees**

# 7. Petitions



## 8. Officer Reports

## 8.1 FINANCE FORECAST REVIEW REPORT

**Author:** Manager Finance

**Responsible Officer:** General Manager Corporate Performance

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

### SUMMARY/PURPOSE

The purpose of this report is to advise Council on the 2022-23 financial forecast and how it compares against the adopted budget, noting any material differences.

### RECOMMENDATION

That Council:

1. Receives and notes the attached Mid Year Forecast for the period to 30 June 2023, noting an operating result \$11.7m, \$0.9m favourable to budget.
2. Receives and notes a Capital works spend of \$19.4m to June 2023

### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2021-2025 - Our Growing Economy

The Community's vision 4. Effective and sustainable financial management.

Initiative: Review budget and financial reporting processes to improve monitoring of financial performance

### BACKGROUND INFORMATION

This finance forecast report is provided for the period 01 July 2022 - 30 June 2023.

The report compares the forecast income statement against the adopted budget with the period February to June being updated to the latest known forecast position.

## Income Statement

The financial forecast operating result is a surplus of \$11.7 million.

The original budget was a surplus of \$10.8 million a change to budget of \$0.9 million.

## Material Variances

### Income

#### \$5.6m greater than budget

#### 1. Contributions - monetary \$0.2m greater than budget

- 1.1. Long Service leave transfer from other councils
- 1.2. Increase in open space contribution

#### 2. Capital Grants - \$1.8m greater than budget

##### 2.1. Capital grants carried forward - \$1.2m greater than budget

Carisbrook Transfer Station Pavement Rehabilitation Grant	13,189
Health Hearts Infrastructure Grant - Stream 3	73,602
Phillips Gardens Irrigation System State Revenue Grant	150,000
Transfer Station Upgrade (Carisbrook, Dunolly, Talbot) Kerbside Grant (DELWP)	337,908
Energy Breakthrough (EBT) State Grant 2020-2022	552,808

##### 2.2. New grants received - \$1.4m greater than budget

Art Gallery - Indigenous Interpretive Garden - Stage 2 & 3 Grant	112,500
(LRCI 1) Local Roads and Community Infrastructure Grant 1	78,955
Maryborough Tennis Centre Multi Use Courts Development Grant	80,000
(LRCI 2) Local Roads and Community Infrastructure Grant 2	87,298
Maryborough Flood Study	92,500
Art Gallery Regional Collections Access Program Grant	319,694
Deledio Reserve Netball Courts Redevelopment Grant	582,165
Rural Council Transformation Program Grant	50,000

### 1.1. Reduction in capital grant funding - \$0.8m less than budget

LRCI 3 local roads and community infrastructure grant - Budgeted to receive three amounts in FY23, received one amount in June 22 (FY22) and two amounts forecast to be received in FY23.

Note: all the changes to the capital grants detailed above have been reflected in the capital works expenditure forecast.

### 2. Grants Operating - \$3.3m greater than budget

#### 2.1. Carried forward Grants - \$1.1m greater than budget

Go Goldfields Regional Development Victoria Grant	387,983
Talbot Futures Project (Talbot Waste Water) Grant	562,635
Streamlining for Growth (SFG) Program Land Use Framework Plan	150,000

#### 2.2. New grants received - \$2.2m greater than budget

Libraries Change Lives Sector Advocacy Program Community Campaign Grant	1,160
Youth Festival Grant	2,000
Planned Activity HACC PYP Grant	2,016
Pre-Purchased Kindergarten Places Grant	2,864
CCC COVID19 Early Childhood Ventilation Support Grant	5,500
Go Goldfields Goldfields Community Festival Revenue State Grant	5,800
CCC Family Centre Improving Opportunities Grant	8,786
Art Gallery Gordon Darling Foundation Dean Bowen Catalogue Grant	8,895
Welcome to the Neighbourhood Project Grant	10,000
Live4life Grant (Gst)	10,000
Castlemaine Maryborough Rail Trail Grant	12,000
COVID Safe Outdoor Activation Grant	13,317
Social and Affordable Housing Needs Analysis Proposal Grant	15,000
Go Goldfields Central Enrolment Kinder Grant	18,000
Play Space Strategy Grant	27,000
Australia Day Celebration Branding Revenue Grant Federal Non-recurrent	30,000

Living Libraries Infrastructure Program	32,760
Energy Breakthrough (EBT) Waste Management Upgrade Grant	60,000
Road Trip Grant (TAC)	66,900
CCC Kindergarten Master Plant Revenue Grant	150,000
Maryborough Carisbrook and Surrounds Urban Residential Land Opportunities Study	180,000
VCFA 2022-2023 Council Flood Support Grant	500,000
Local Government Victoria Flood Clean Up and Recovery 13th October 2022	1,000,000

Note: all the changes to the operating grants detailed above have been mirrored as expenses in the income statement.

3. Other income \$0.4m greater than budget

3.1. Unbudgeted income from volunteer services (Accounting for value provided)

**Expenses**

**\$4.7m higher than budget**

3. Borrowing costs - \$20k higher than budget

3.1. Increased due to interest rate rises.

4. Depreciation - \$0.45m higher than budget

4.1. Increased depreciation rates and charges because of the asset revaluation undertaken in the 2021-22 financial year.

Depreciation - Bridges	(34,125)
Fixtures, fittings and furniture	(16,789)
Infrastructure	(645,477)
Plant, machinery and furniture	85,474
Property buildings	158,739

5. Employee Costs - \$0.49m lower than budget

5.1. Increase of 3.6 FTE

- 5.1.1. 1.6 FTE approved increase for Go Goldfields - these positions are grant funded.
- 5.1.2. 0.5 FTE approved outside of the budget process.
- 5.1.3. 1 FTE equivalent not included in the original budget, these were overlooked in the budget process.
- 5.1.4. 0.5 miscellaneous movements in FTE
- 5.2. Most of the costs of the additional FTE's were offset by labour savings across the business due to vacant roles at various times during the year

6. Materials and Services - \$4.76m higher than budget

- 6.1. Operating grant expense - \$3.3m greater than budget
- 6.2. Volunteer services expense - \$0.4m greater than budget
- 6.3. Additional expenditure - \$0.8m greater than budget

- 6.3.1. Inflation increase \$200,000
  - Allowance for movement in Long service leave and annual leave
- 6.3.2. Governance Property and Risk \$150,000
  - VEC - Electoral boundary review
  - Risk Management
  - Increased insurance costs
- 6.3.3. Business transformation \$80,000
  - Increased consultant cost (offset by savings in labour)
  - Cyber security costs
  - Duress alarm monthly fee (unbudgeted)
- 6.3.4. Community Services \$80,000
  - Aged care review
  - MC&H operational expense
- 6.3.5. Asset Maintenance \$80,000
  - Asset condition and assessment safety audits
  - Maintaining council buildings
- 6.3.6. Maintenance Local Roads \$80,000
  - Increase spend YTD due to rain and a wet winter.
- 6.3.7. Miscellaneous increases based on CPI increase \$60,000.

Capital Works

- 7. The capital works statement forecasts an annual spend of \$19.4m

The variance is \$0.1 million higher than budget.

## Material Variances:

7.1. Carried forward budget from 2021-22 - \$1.3m higher than budget.

At June 30 2022 all projects were reviewed with the remaining budget for specific incomplete projects carried forward into 2022-23 to cover the expense of completing the project. This expenditure is in addition to the carried forward budget set as part of the 2022-23 budget process.

	2022/23 Total Budget	2022/23 Total Forecast	Variance Forecast v Budget
<b>Name</b>	<b>0</b>	<b>1,260,926</b>	<b>(1,260,926)</b>
Kerb & Channel Renewal	0	19,434	(19,434)
Drainage Renewal	0	70,223	(70,223)
Carisbrook Drainage Mitigation Levee -Creek Clearing	0	9,964	(9,964)
Carisbrook Drainage Mitigation Levee - Stg 3 North Pyrenees Hwy	0	76,651	(76,651)
Carisbrook Drainage Mitigation Levee (NFMIP)	0	610,000	(610,000)
PC Network/Hardware	0	32,598	(32,598)
IT Strategy Initiatives - Financial Management System and Payroll	0	61,491	(61,491)
Child Care Centre	0	5,973	(5,973)
(LRCI) Hall Improvements - Bet Bet	0	68,012	(68,012)
Essential Safety Measures Buildings Upgrade	0	6,257	(6,257)
Living Libraries	0	51,292	(51,292)
Art Gallery Expansion	0	26,377	(26,377)
(LRCI) Town Entrance Signage	0	30,000	(30,000)
Maryborough Major Recreation Reserves Master Plan	0	2,040	(2,040)
Maryborough Skate and Scooter Park	0	54,923	(54,923)
Carisbrook Transfer Station Pavement Rehabilitation	0	135,690	(135,690)

Note: this figure does include the \$610k council contribution for the Carisbrook drainage mitigation levy. The projects are listed below:

### 7.2. Additional capital grants expensed - \$1.6m higher than budget

	2022/23 Total Budget	2022/23 Total Forecast	Variance Forecast v Budget
<b>Name</b>	<b>361,912</b>	<b>1,978,012</b>	<b>(1,616,100)</b>
Maryborough Flood Study	0	92,500	(92,500)
Rural Council Transformation Program	0	50,000	(50,000)
Art Gallery Regional Collections Access Program	0	319,694	(319,694)
Maryborough Tennis Centre Multi Use Courts Development	0	80,000	(80,000)
Energy Breakthrough (EBT) Land Improvements	61,912	802,808	(740,896)
Transfer Station Upgrades (Carisbrook, Dunolly, Talbot) Kerbside	300,000	400,510	(100,510)
Art Gallery - Indigenous Interpretive Garden - Stage 2 & 3	0	112,500	(112,500)
Deledio Reserve Netball Courts Redevelopment	0	120,000	(120,000)

### 7.3. Carried forward capital projects - \$2.8m lower than budget

As part of the forecast process several capital projects were identified that will need to be carried forward into the 2023-24 financial year. These projects are listed below.

	2022/23 Total Budget	2022/23 Total Forecast	Variance Forecast v Budget
<b>Carried forward projects</b>	<b>4,301,995</b>	<b>1,520,359</b>	<b>2,781,636</b>
Building Upgrades Civic Centre	400,000	130,182	269,818



Maryborough Outdoor Pool - Octagon Pool, Pavilion & Plant Room Heritage Works	1,799,996	416,532	1,383,464
Pool Upgrades Dunolly, Talbot and MSLC Pool Maintenance Works	1,102,000	460,545	641,455
Goldfields Reservoir Dam Stabilisation	700,000	363,100	336,899
Art Gallery Development (Phase 4)	300,000	150,000	150,000

The finance team has undertaken extensive departmental forecast reviews with all departments to discuss forecast revenue and expenditure for the period January 2023 - June 2023. The review has considered spend and income received YTD, comparison to budget and any known changes to budget.

The forecast has been influenced by external events such as the recent floods and subsequent impact of the floods to the business for the remainder of the financial year. There has also been several unbudgeted operating and capital grants which has also impacted the result.

## **CONSULTATION/COMMUNICATION**

Internal only required for this report.

## **FINANCIAL & RESOURCE IMPLICATIONS**

The financial statements were prepared internally by Council officers.

## **RISK MANAGEMENT**

This report addresses Council's strategic risk Financial sustainability - Failure to maintain our long term financial sustainability . Any risks in relation to this report have been discussed in the report above.

## **CONCLUSION**

The business has forecast an operating surplus of \$11.7 million which is favourable to budget by \$0.9m.

An additional 4 FTE have been added to the forecast with the additional costs offset by savings due to role vacancies YTD.

The forecast capital expenditure of \$19.4 million which is variance to budget of \$0.1m.

Surplus funds have been invested to ensure interest earnings are maximised, and cash flows continue to be monitored closely.

## **ATTACHMENTS**

1. Income Statement
2. Capital report

## Income Statement 2022-23

	2022/23 Total Budget	2022/23 Total Forecast	2022/23 Forecast - Budget Variance
<b>Income</b>			
Rates and service charges	16,781,170	16,763,711	(17,459)
Contributions - monetary	119,417	279,080	159,663
Grants - capital	12,381,539	13,960,571	1,753,035
Grants - Operating	9,637,879	13,392,655	3,329,776
Other Income	487,670	688,514	450,844
Statutory fees and fines	541,400	559,816	18,416
User Charges	2,077,344	2,050,359	(26,985)
<b>Total Income</b>	<b>42,026,419</b>	<b>47,694,707</b>	<b>5,667,291</b>
<b>Expenses</b>			
Bad and doubtful debts	1,000	1,990	(990)
Borrowing costs	25,271	45,576	(20,305)
Depreciation	6,750,433	7,202,610	(452,177)
Employee costs	15,176,459	14,685,639	490,820
Materials and services	9,063,348	13,820,425	(4,757,077)
Net loss on disposal of property, infrastructure, plant and equipment	(90,000)	(77,497)	(12,503)
Other Expenses	344,000	347,037	(3,037)
<b>Total Expenses</b>	<b>31,270,511</b>	<b>36,025,780</b>	<b>(4,755,269)</b>
<b>Surplus / (Deficit)</b>	<b>10,755,908</b>	<b>11,668,927</b>	<b>912,022</b>
<b>Less: Capital Grants</b>	<b>(12,381,539)</b>	<b>(13,960,571)</b>	
<b>Underlying result</b>	<b>(1,625,631)</b>	<b>(2,291,644)</b>	

## Capital Works Forecast Report

Ledger No	2022/23 Total Budget	2022/23 Full Year Forecast	2022/23 Forecast - Budget Variance	2022/23 YTD Actuals January	Grant Funded
<b>Grand Total</b>	<b>19,153,890</b>	<b>19,200,204</b>	<b>(46,314)</b>	<b>5,916,660</b>	<b>13,927,811</b>
<b>Infrastructure</b>	<b>6,148,043</b>	<b>7,026,812</b>	<b>(878,769)</b>	<b>1,207,336</b>	<b>3,661,138</b>
<b>Bridges and Culverts</b>	<b>30,500</b>	<b>30,500</b>	<b>0</b>	<b>18,600</b>	<b>0</b>
63241.01. Minor Culverts Renewal	15,500	15,500	0	9,300	0
63340.01. Minor Culverts New	15,000	15,000	0	9,300	0
<b>Drainage</b>	<b>1,572,398</b>	<b>2,451,171</b>	<b>(878,773)</b>	<b>716,465</b>	<b>1,292,500</b>
63271.01. Kerb & Channel Renewal	118,400	137,834	(19,434)	95,101	0
64306.01. Drainage Schemes	0	0	0	8,268	0
64306.21. Drainage Renewal	168,000	238,224	(70,223)	146,463	0
64306.25. Tabledrain Renewals	66,000	66,000	0	60,415	0
64306.341. Carisbrook Drainage Mitigation Levee -Creek Clearing	0	9,964	(9,964)	9,964	0
64306.344. Carisbrook Drainage Mitigation Levee - Stg 3 North Pyrenees Hwy	0	76,651	(76,651)	16,651	0
64306.347. Carisbrook Drainage Mitigation Levee (NFMIP)	1,219,998	1,829,998	(610,000)	400,925	1,200,000
64306.36. Closed Maryborough Flood Study	0	92,500	(92,500)	(21,323)	92,500
<b>Other Infrastructure</b>	<b>1,014,146</b>	<b>1,014,146</b>	<b>(0)</b>	<b>36,538</b>	<b>1,579,092</b>
63251.01. Street Furniture Renewal	30,600	30,600	(0)	6,440	0
63261.01. Signs Renewal	24,000	24,000	0	16,281	0
63281.01. Traffic Control Facilities Renewal	10,000	10,000	(0)	0	0
63360.01. Signs New	10,000	10,000	0	2,317	0
63410.02. (LRCl 3) Extension	789,546	789,546	0	0	1,579,092
63510.02. Aerodrome Fence Renewal	150,000	150,000	0	11,500	0
<b>Parks, Open Spaces and Streetscapes</b>	<b>15,000</b>	<b>15,000</b>	<b>(0)</b>	<b>0</b>	<b>0</b>
63352.01. Streetscape Renewal	15,000	15,000	(0)	0	0
<b>Pathways</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
63291.01. Pathways Renewal	100,000	100,000	0	0	0
63390.01. Pathways New	100,000	100,000	0	0	0
<b>Roads</b>	<b>3,315,999</b>	<b>3,315,995</b>	<b>4</b>	<b>435,733</b>	<b>789,546</b>
63200.01. Design Capital Works	150,000	150,000	0	35,611	0
63210.132. Road Renewal Porter Avenue FY22-23 (R2R \$289,546/CGS \$310,454K)	470,000	600,000	(130,000)	896	289,546
63210.134. Road Renewal Cotswold Road FY22-23 (R2R \$500K)	760,000	500,000	260,000	14,101	500,000
63210.135. Road Renewal Primrose Street	370,000	500,000	(130,000)	0	0
63210.4. Major Patches RG	120,000	120,000	(0)	70,645	0
63212.01. Sealed Road Shoulders Renewal	60,000	60,000	0	0	0
63215.01. Unsealed Roads Renewal	466,000	465,995	4	263,805	0
63220.01. Seals Renewal Reseals	820,000	820,000	(0)	50,675	0
63220.011. Seals Renewal Asphalt	100,000	100,000	0	0	0
<b>Plant and Equipment</b>	<b>1,364,500</b>	<b>1,508,588</b>	<b>(144,088)</b>	<b>118,480</b>	<b>50,000</b>
<b>Fixtures, Fittings and Furniture</b>	<b>594,500</b>	<b>738,589</b>	<b>(144,089)</b>	<b>69,608</b>	<b>50,000</b>
61170.01. Childcare Centre	0	0	0	8,260	0
61180.01. TLC Furniture and Fittings	0	0	0	2,091	0
64751.03. Closed General Office Equipment	0	27,120	(27,120)	0	0
64751.04. PC Network/Hardware	65,000	70,478	(5,478)	2,739	0
64751.33. IT Strategy	306,500	306,500	0	0	0
64751.362. IT Strategy Initiatives - Human Resources Information System	80,000	80,000	0	0	0
64751.363. IT Strategy Initiatives - Financial Management System and Payroll	55,000	116,491	(61,491)	56,518	0
64751.37. Customer Service and Mobility Module	88,000	88,000	0	0	0
64751.44. Rural Council Transformation Program	0	50,000	(50,000)	(0)	50,000
<b>Plant and Equipment</b>	<b>770,000</b>	<b>770,000</b>	<b>0</b>	<b>48,872</b>	<b>0</b>
63820.91. Operating Plant WIP	450,000	450,000	0	649	0
63820.93. Vehicles Cars WIP	200,000	200,000	0	48,223	0
63820.94. Vehicles Utes WIP	120,000	120,000	0	0	0
<b>Property</b>	<b>11,641,346</b>	<b>10,664,803</b>	<b>976,543</b>	<b>4,590,844</b>	<b>10,216,673</b>
<b>Buildings</b>	<b>6,541,996</b>	<b>6,832,282</b>	<b>(290,286)</b>	<b>3,239,901</b>	<b>6,123,126</b>
60217.24. Worsley Cottage - Internal and external wall repairs	200,000	200,000	0	504	0
60217.25. Building Renewal - Unallocated	110,000	110,000	0	15,298	0
60217.26. Maryborough Railway Station Activation Project	1,500,000	1,500,000	0	151,276	1,324,128
60616.01. Child Care Centre	0	5,973	(5,973)	5,973	0
61511.2. (LRCl) Hall Improvements - Talbot	58,000	58,000	0	3,980	0
61511.21. (LRCl) Hall Improvements - Bet Bet	0	68,012	(68,012)	81,603	78,955
61511.26. Maryborough Town Hall - Building Upgrade	220,000	220,000	(0)	54,735	0
61511.27. (LRCl 3) Hall Improvements - Talbot	440,000	440,000	(0)	75,000	0
61565.01. Essential Safety Measures Buildings Upgrade	5,000	11,257	(6,257)	7,839	0
61565.12. Building Insurance Risk Reduction Upgrades	21,000	21,000	0	0	0
61575.02. Living Libraries - Capital Expenditure	0	51,292	(51,292)	51,292	0
61611.17. Art Gallery Expansion	200,000	185,876	14,124	367,420	133,332
61611.18. Art Gallery Development (Phases 2 and 3)	600,000	640,501	(40,501)	835,211	819,217
61611.19. Art Gallery Development (Phase 4)	300,000	150,000	150,000	12,521	0
61611.21. Art Gallery Regional Collections Access Program	0	319,694	(319,694)	244,906	319,694
61611.22. Art Gallery - Indigenous Interpretive Garden - Stage 2 & 3	0	112,500	(112,500)	0	112,500
62470.28. Carisbrook Recreation Reserve Upgrades Stage 1 Project	954,997	954,997	(0)	574,722	691,474

## Capital Works Forecast Report

Ledger No	2022/23 Total Budget	2022/23 Full Year Forecast	2022/23 Forecast - Budget Variance	2022/23 YTD Actuals January	Grant Funded
62470.291. Carisbrook Recreation Reserve Upgrades Stage 2	1,332,999	1,332,999	(0)	735,037	2,061,661
62470.55. Deledio Reserve Netball Courts Redevelopment	0	120,000	(120,000)	0	582,165
64225.02. Rene Fox Gardens Toilet Refurbishment	200,000	200,000	0	0	0
64751.014. Building Upgrades Civic Centre	400,000	130,182	269,818	22,582	0
<b>Land Improvements</b>	<b>5,099,350</b>	<b>3,832,521</b>	<b>1,266,829</b>	<b>1,350,943</b>	<b>4,093,547</b>
60180.059. Closed Healthy Hearts - Go & Play Activation and Infrastructure Stream 3	0	59	(59)	0	0
60180.06. Closed Healthy Hearts Carisbrook Market Reserve Fitness Equipment	0	870	(870)	870	73,602
60181.01. Energy Breakthrough (EBT) Land Improvements	61,912	802,808	(740,896)	501,374	802,808
60216.21. Bike Racks New	30,000	30,000	0	0	0
60216.22. (LRCl) Town Entrance Signage	0	30,000	(30,000)	5,550	87,298
62121.62. Carisbrook Bowls Club Synthetic Green Upgrade	0	0	0	455	0
62121.69. Maryborough Major Recreation Reserves Master Plan	0	2,040	(2,040)	2,040	0
62121.7. Recreation Planning - Splash Park	30,000	30,000	0	0	0
62121.73. Whirakee Rise Public Space Enhancement	30,000	30,000	0	1,565	0
62316.03. Maryborough Outdoor Pool - Octagon Pool, Pavilion & Plant Room Heritage Works	1,799,996	416,532	1,383,464	62,107	1,774,481
62316.04. (LRCl 3) Pool Upgrades Dunolly, Talbot and MSLC Pool Maintenance Works	1,102,000	460,545	641,455	23,495	0
62316.15. Swimming Pool Renewal	15,000	15,000	0	0	0
62400.16. Parks Renewal	12,000	12,000	0	0	0
62400.18. Parks Renewal Derby Road Beautification Stage 3	40,000	40,000	0	0	0
62410.01. Renewal Surrounds	20,000	20,000	0	0	0
62410.09. Growing Victoria Botanic Gardens Phillips Garden Irrigation Round 2	200,000	150,000	50,000	131,818	150,000
62411.03. Gordon Gardens Master Plan Works	150,000	150,000	(0)	0	0
62421.21. Rubbish Bins Renewal General	10,000	10,000	0	0	0
62430.01. Renewal Playgrounds	15,000	15,000	0	0	0
62470.3. Maryborough Skate and Scooter Park	538,443	593,366	(54,923)	599,217	74,261
62470.31. Goldfields Reservoir Dam Stabilisation	700,000	363,100	336,899	8,015	700,000
62470.32. Maryborough Tennis Centre Multi Use Courts Development	0	80,000	(80,000)	11,775	80,000
64110.35. Carisbrook Transfer Station Pavement Rehabilitation Grant (Sus Vic)	0	135,690	(135,690)	371	13,189
64110.76. Bealiba Landfill Rehabilitation	15,000	15,000	0	0	0
64110.77. Dunolly Landfill Rehabilitation	15,000	15,000	0	0	0
64110.79. Transfer Station Upgrades(Carisbrook,Dunolly,Talbot) Kerbside	300,000	400,510	(100,510)	2,290	337,908
64150.02. Recycled Watermain Replacement	15,000	15,000	0	0	0

## 8.2 JANUARY 2023 FINANCIAL REPORT

**Author:** Manager Finance

**Responsible Officer:** General Manager Corporate Performance

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

### SUMMARY/PURPOSE

The purpose of this report is to advise Council on the financial performance for the year to date and how it is tracking against the adopted budget, noting any material differences.

### RECOMMENDATION

That Council receives and notes the attached Finance Report for the period to 31 January 2023.

### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2021-2025 - Our Growing Economy

The Community's vision 4. Effective and sustainable financial management.

Initiative: Review budget and financial reporting processes to improve monitoring of financial performance

### BACKGROUND INFORMATION

This finance report is provided for the period to 31 January 2023.

The report compares year to date results against the adopted budget.

### REPORT

The monthly financial report comprises the following:

- Income Statement;
- Balance Sheet;
- Statement of Capital Works
- Cash Flow Statement

## Income Statement

The operating result for the period ending 31 January is a surplus of \$8.6 million.

The YTD variance to budget is \$2.2million.

The favourable YTD result is mainly caused by total income being greater than budget which is a result of timing of capital and operating grant received. Some of these grants are new grants while some have been carried forward as they were received in advance in 2021-22. The grant funding has been reviewed and adjusted in the annual forecast.

This income will be offset over the course of the financial year as Council meets its funding obligations delivering these services and projects.

Rates notices have been issued for the financial year. Rates are in line with budget.

Council has received a number of unbudgeted grants throughout the year which has have impacted on the unfavourable variance for materials and services.

This includes:

- Flood Support grant
- Art Gallery regional collection access grant
- Kindergarten master plan grant
- Road trip grant
- Energy breakthrough waste management grant
- Maryborough Carisbrook and surrounds urban residential land development grant
- Living libraries
- Play space
- Deledio reserve netball courts redevelopment

These new grants have helped to offset the unfavourable variance caused by the timing of receipt of the Victorian Grants Commission grant funding.

There has also been overspend on road maintenance due to fact that it was a very wet winter. Again this overspend was reviewed as part of the forecast process and been reduced with a majority of the overspend capitalised.

Depreciation is unfavourable to budget as a result of the revaluation undertaken at 30 June. Materials and services are also unfavourable to budget due to grant funded projects above and additional spend of road maintenance.

## Capital Works Statement

The 2022-23 budget included a capital works program of \$19.4m across property, plant and equipment and infrastructure asset classes.

As at the 31 January 2023, Council had expended \$5.9 million on capital works. This is \$8.3 million unfavourable to budget YTD.

When reviewing the Capital Works statement, it is important to note that there are numerous projects which have no budget but spend attached. These projects are either carryover projects or allocated projects. This will increase the Capital Works spend for the year which has been picked up in the in the FY23 forecast. Capital grants have been added to the report to highlight which projects have grant funding.

To review the status of the capital works program please refer to the capital works report presented by the infrastructure team.

## Balance Sheet

### Cash and cash equivalents

Cash flow is monitored to enable completion of scheduled works and meet recurrent obligations, as well as ensuring surplus funds are invested to generate maximum interest revenue. The invested cash is spread across numerous options to ensure risk and diversity are balanced.

Cash on hand \$4.6m

Short term investments \$8.5m.

A cash flow statement has been included in the finance report which notes the cash in and outflows.

Rate notices have been issued for the year and have resulted in an increase in rate debtors. The balance of the rate debtors will decrease during the year as rates are paid. The rates debtor balance as at the end of January 2023 is \$11.7m.

Council liabilities at the reporting date are \$15.4 million.

Consisting of:

- Trade Payables \$ 8.8 million
- Fire services property levy \$ 1.5 million
- Employee Benefits \$ 2.9 million
- Loans & Borrowings \$ 2.1 million (split between current / non-current)



Employee benefits provision is \$2.9 million and of this \$1.7 million is made up of long service leave. Probability of employee entitlement provisions is reviewed on an annual basis currently however with continued improvements in processes and month end processing this is anticipated to be done on a more regular basis.

## **SUMMARY**

CGSC is tracking ahead of budget YTD. This relates to the recognition of previously received grants. This surplus will reduce in line with spend on these grant funded projects.

The balance sheet remains strong with a strong cash position. This cash is anticipated to be drawn down on as the Capital Works program ramps up.

The Capital Works statement is showing a YTD spend of \$5.9 million.

A comprehensive forecast review has been undertaken with each department that has helped form the annual forecast in the profit and loss statement. The forecast review took into account spend and income received YTD, timing of grants and expenses with a comparison to budget with any known variances put into the forecast. The forecast has been adjusted for any external events such as the recent floods and subsequent impact of the floods to the business for the remainder of the financial year.

## **CONSULTATION/COMMUNICATION**

Internal only required for this report.

## **FINANCIAL & RESOURCE IMPLICATIONS**

The financial statements were prepared internally by Council officers.

## **RISK MANAGEMENT**

This report addresses Council's strategic risk Financial sustainability - Failure to maintain our long term financial sustainability . Any risks in relation to this report have been discussed in the report above.

## **CONCLUSION**

Council's financial position at the end of January 2023 is sound with cash and cash equivalents totalling \$13.1 million and no major issues of concern in either the operating or capital budgets.

Surplus funds have been invested to ensure interest earnings are maximised, and cash flows continue to be monitored closely.

## **ATTACHMENTS**

1. Income Statement
2. Balance Sheet
3. Capital report
4. Cash flow statement

## Income Statement Period to 31 January 2023

	2021/22 Actuals	2022/23 Total Budget	2022/23 Total Forecast	2022/23 Forecast - Budget Variance	2022/23 YTD Budgets January	2022/23 YTD Actuals January	2022/23 YTD Variance January
<b>Income</b>							
Rates and service charges	16,166,155	16,781,170	16,763,711	(17,459)	9,726,556	9,677,059	(49,497)
Contributions - monetary	768,269	119,417	279,080	159,663	27,679	296,121	268,442
Grants - capital	6,757,877	12,207,536	13,960,571	1,753,035	7,832,459	11,602,923	3,770,464
Grants - Operating	10,661,786	10,062,879	13,392,655	3,329,776	5,539,237	6,061,899	522,662
Other Income	274,697	237,670	688,514	450,844	207,131	231,282	24,151
Statutory fees and fines	532,443	541,400	559,816	18,416	280,315	302,858	22,543
User Charges	1,753,120	2,077,344	2,050,359	(26,985)	1,110,300	1,185,511	75,211
<b>Total Income</b>	<b>36,914,347</b>	<b>42,027,416</b>	<b>47,694,707</b>	<b>5,667,291</b>	<b>24,723,677</b>	<b>29,357,654</b>	<b>4,633,977</b>
<b>Expenses</b>							
Bad and doubtful debts	12,885	1,000	1,990	(990)	0	990	(990)
Borrowing costs	35,385	25,271	45,576	(20,305)	12,636	45,977	(33,341)
Depreciation	6,526,455	6,750,433	7,202,610	(452,177)	3,937,738	4,198,293	(260,555)
Employee costs	12,573,800	15,131,759	14,685,639	446,119	8,808,475	8,994,903	(186,428)
Materials and services	12,902,403	9,333,348	13,820,425	(4,487,077)	5,476,473	7,320,992	(1,844,519)
Net loss on disposal of property, infrastructure, plant and equipment	18,994	(90,000)	(77,497)	(12,503)	(90,000)	55,183	(145,183)
Other Expenses	355,072	344,000	347,037	(3,037)	168,662	166,666	1,996
<b>Total Expenses</b>	<b>32,424,994</b>	<b>31,495,811</b>	<b>36,025,780</b>	<b>(4,529,969)</b>	<b>18,313,984</b>	<b>20,783,003</b>	<b>(2,469,019)</b>
<b>Surplus / (Deficit)</b>	<b>4,489,353</b>	<b>10,531,605</b>	<b>11,668,927</b>	<b>1,137,322</b>	<b>6,409,693</b>	<b>8,574,651</b>	<b>2,164,958</b>

## Balance Sheet Period to 31 January 2023

	2021/22 Actuals	2022/23 Actuals
<b>Assets</b>	<b>\$</b>	<b>\$</b>
<b>Current Assets</b>		
Cash and cash equivalents	20,552,441	13,172,556
Inventories	13,559	39,247
Non-current assets classified as held for sale	245,223	245,223
Other financial assets	793,202	1,136,109
Trade and other receivables	2,853,234	12,163,299
<b>Total Current Assets</b>	<b>24,457,658</b>	<b>26,756,434</b>
<b>Non-current assets</b>		
Property, infrastructure, plant and equipment	354,828,403	356,276,856
<b>Total Non-Current Assets</b>	<b>354,828,403</b>	<b>356,276,856</b>
<b>Total Assets</b>	<b>379,286,061</b>	<b>383,033,289</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Interest-bearing loans and borrowings	(2,089,000)	(2,089,000)
Provisions	(2,774,938)	(2,982,038)
Trade & other payables	(14,918,192)	(8,861,057)
Trust funds & deposits	(480,012)	(1,533,539)
<b>Total Current Liabilities</b>	<b>(20,262,142)</b>	<b>(15,465,634)</b>
<b>Non Current Liabilities</b>		
Other NC Liabilities	(197,041)	(162,084)
Prepaid Revenue	0	0
Provisions NC	0	0
<b>Total Non-Current Liabilities</b>	<b>(197,041)</b>	<b>(162,084)</b>
<b>Total Liabilities</b>	<b>(20,459,183)</b>	<b>(15,627,718)</b>
<b>Net Assets</b>	<b>358,826,878</b>	<b>367,405,571</b>
<b>Equity</b>		
Accumulated Surplus	(129,482,306)	(137,954,457)
<b>Reserves</b>		
Asset Revaluation Reserve	(228,764,222)	(228,860,264)
Open Space Reserve	(130,350)	(140,850)
Other Reserves	(450,000)	(450,000)
<b>Total Equity</b>	<b>(358,826,878)</b>	<b>(367,405,571)</b>



## Cash Flow Period to 31 January 2023

	2021/22 Actuals \$'000	2022/23 YTD \$'000
<b>Cash Flows from Operating Activities</b>		
Rates and charges	16,520	10,007
User fees, statutory fees and fines	2,419	1,488
Grants - operating	10,067	3,883
Grants - capital	7,417	2,069
Contributions - monetary	370	296
Interest received	80	231
Trust funds and deposits taken	(40)	994
Other receipts	195	0
Net GST refund/(payment)	1,809	0
Employee costs	(14,979)	(8,763)
Materials and services	(12,499)	(11,668)
Other payments	(355)	(167)
<b>Net cash provided by/(used in) operating activities</b>	<b>11,004</b>	<b>(1,629)</b>
<b>Cash flows from investing activities</b>		
Payments for property, infrastructure, plant and equipment	(10,831)	(5,702)
Proceeds from sale of property, infrastructure, plant and equipment	0	0
Payments for other financial assets	250	0
<b>Net cash provided by/(used in) investing activities</b>	<b>(10,581)</b>	<b>(5,702)</b>
<b>Cash flows from financing activities</b>		
Finance costs	(26)	(46)
Repayment of borrowings	(668)	0
Repayment of lease liabilities	(32)	0
<b>Net cash provided by/(used in) financing activities</b>	<b>(726)</b>	<b>(46)</b>
<b>Net increase (decrease) in cash and cash equivalents</b>	<b>(303)</b>	<b>(7,377)</b>
<b>Cash and cash equivalents at the beginning of the financial year</b>	<b>20,855</b>	<b>20,552</b>
<b>Cash and cash equivalents at the end of the period</b>	<b>20,552</b>	<b>13,175</b>

### 8.3 ELECTORAL STRUCTURE REVIEW

**Author:** **Manager Governance Property and Risk**

**Responsible Officer:** **General Manager Corporate Performance**

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

#### SUMMARY/PURPOSE

The purpose of this report is to present information about the Central Goldfields Shire Council Electoral Structure Review currently being conducted by the Victorian Electoral Commission.

#### RECOMMENDATION

That the Council endorses the proposal in the attached submission to the Electoral Structure Review of Central Goldfields Shire Council being carried out.

#### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2021-2025 - Leading Change

The Community's vision 4. Good planning, governance, and service delivery

#### BACKGROUND INFORMATION

The Local Government Act 2020 (the Act) introduced several changes to local government representation. These included changes to the types of electoral structures councils can have.

From October 2024, all councils in Victoria must be structured in the following way:

Metropolitan, interface and regional city councils	Single-councillor wards
Large and small rural shire councils	Unsubdivided or Multi-councillor wards with equal number of councillors per ward or Single-councillor wards

Currently, the structure of 39 local councils does not meet the requirements of the Act and must be compliant for the October 2024 council elections, including Central Goldfields Shire Council.

To ensure all councils meet these requirements, the Minister for Local Government has formed 2 panels to conduct electoral structure reviews of the 39 non-compliant local councils over the next 18 months.

The panels will consider if the council:

- has an appropriate number of councillors
- should be one large unsubdivided area or subdivided into wards.

If subdivided, the panel will consider:

- how many wards the council should have
- how many councillors should be in each ward
- the ward boundaries
- the name of each ward

The window for making preliminary submissions to the electoral structure review opened on 1 February 2023 and will close on 1 March 2023. Council has the opportunity to make a submission advocating for either one large unsubdivided electoral structure or a ward based electoral structure.

## REPORT

The review of Central Goldfield Shire Council's electoral structure has commenced, with the following timeline:

- 6 and 7 February 2023 - Information sessions
- 8 February Preliminary submissions
- 1 March 2023 Preliminary submissions close
- 29 March 2023 Preliminary report
- 19 April 2023 Response submission close
- 26 April 2023 Public hearing
- 24 May 2023 Final report

The outcome of the review will be a change to the current structure to make it compliant.

The review includes two submission windows. The first being for preliminary submissions where submissions are invited on the number of Councillors and whether the council



should be one large unsubdivided area or subdivided into wards. This will be followed by a response submission window where responses to the ERAPs preliminary report are invited.

This report outlines the strengths and weaknesses of alternative structures that Council may consider submitting to the ERAP as part of Council's preliminary submission.

## **Issues**

The primary consideration in making a submission to the ERAP is determining which electoral structure to advocate for. There are three possible electoral structures provided for by section 13 of the Act. These are as follows:

- An unsubdivided municipality (all Councillors elected to represent Central Goldfields by the municipal district as a whole)
- Single member wards into which the municipal district is divided (7 single member wards)
- Uniform multi-member wards (uniform multi-member Wards, possibly through three or four wards of 2 Councillors; or two or three wards of 3 Councillors)

Although a uniform multi-member ward structure is allowable, it is unlikely to be a realistic option. These ward structures are increasingly rare across the state and is not well suited to Central Goldfield's municipal population for a number of reasons.

These include it requiring an increase or a decrease of the number of Councillors in Central Goldfield's without a comparable rise or decline in population, and a population distribution that makes it hard to envision how these wards could be set up to capture both communities of common interest and similar catchments of voters in terms of population. For this reason, it is recommended Council only consider a submission advocating for single member wards or for an unsubdivided municipality.

### **Option 1 - Single member wards**

An electoral structure of seven single member wards represents the least disruptive change that could be made and would allow for the broad continuation of a system that is generally supported by the municipal community. The most straight forward way of bringing this about would be through largely maintaining the single member wards of the current structure and splitting the Maryborough Ward into four distinct single member wards. There are many benefits to such a system which include:

- Councillors are more likely to be truly local representatives of their ward, be easily accessible to residents, and aware of local issues.

- Major geographical communities of interest are likely to be represented. Preventing communities like Bealiba, Carisbrook, Dunolly, Majorca, Talbot, Bowenvale-Timor, Daisy Hill from being poorly represented.
- Less likely that one particular point of view or sectional interest will dominate the council.
- The avoidance of large ballot papers at municipal elections which can confuse voters and lead to higher rates of informal voting.

However, there are drawbacks of a ward system which include:

- Councillors may be elected on parochial issues and have a lack of perspective of what policy positions benefit the municipality as a whole.
- Voters may get less choice as single member wards are regularly uncontested.
- There are less candidates willing to nominate, reducing the overall talent pool at each election. This is because there can be unwillingness to challenge a specific incumbent in their small community.
- The splitting of Maryborough creates more complexity to deal with matters across the entire town where wards compete.

Wards could be split to have an even number of voters ranging between 1500 and 1700 voters. The ward boundaries for existing ward of Tullaroop would need to be shifted to achieve balance across all wards. The Maryborough Ward would be split into four distinct single member wards and to see Mount Glasgow moved into the existing ward of Paddys Ranges with minor boundary shifts also required to accommodate a balanced split of voters.

## **Option 2 - Unsubdivided municipality**

The other option is to do away with a ward system and have Central Goldfields as a single unsubdivided municipality. Like with the option of single member wards, an unsubdivided municipality comes with strengths and weaknesses. Strengths include:

- Promotes Councillors considering the interests of the Shire as a whole, rather than focusing on their individual ward.
- Gives voters more of a choice as uncontested elections are far less likely and they will be selecting from all the candidates at the election, rather than just the ones standing for their ward.
- Encourages more candidates to stand as they no longer have to stand against a specific incumbent in a small community.
- Gives residents a choice of which Councillors to approach with their concerns.
- Avoids the need to divide Maryborough into four wards.

- Is a simpler and less expensive system that removes the requirement of keeping separate electoral rolls and producing separate ballot papers.

Drawbacks of an unsubdivided structure are:

- Can lead to significant but smaller communities of interest being unrepresented.
- May lead to Councillors being hard to access for residents in more isolated parts of the community.
- Possibility of confusion of responsibilities and duplication of efforts on the part of Councillors.
- Large ballot papers can be confusing for voters.
- Can be difficult for voters to assess the performance of individual Councillors.
- Larger numbers of candidates can lead to dummy candidates running.

### **Considering the options**

While there are many benefits of an unsubdivided municipality it is important to consider that Central Goldfields has a diversity of communities across the Shire and this is hard to capture and ensure representation of without a ward based system. This diversity exists across numerous measures. Maryborough is the major business centre with a population of around 8,000. Other townships include Bealiba, Carisbrook, Dunolly, Majorca, Talbot, Bowenvale-Timor, Daisy Hill - all of which feature iconic heritage architecture. Agricultural industries are spread across the municipality and include grain, sheep grazing and broiler farming. The municipality is also home to a number of major manufacturing, infrastructure, agricultural, freight, printing and food production companies.

This lends itself very well to a ward system as our community is made up of very distinct and logical communities of common interest that are easy to define and largely centre around towns who then act as service centres for their surrounding areas. A ward system ensures that all our unique and diverse communities are adequately represented by removing the risk of smaller and more remote communities not having a Councillor who represents them. An unsubdivided municipality is a better option for councils who are more uniform in their industry, topography, and demography.

Council must choose a structure to advocate for in its submission to the ERAP. The two options presented for consideration are:

1. Single Member Wards
2. An Unsubdivided Municipality

## **CONSULTATION/COMMUNICATION**

Council has been promoting the review through its weekly newspaper advertisement, and its social media.

## **FINANCIAL & RESOURCE IMPLICATIONS**

Councils are responsible for meeting the cost of Electoral Structure Reviews. Council has made representations to Rural Councils Victoria and the Municipal Association of Victoria to seek support for relief from the Minister for Local Government for the cost, which is estimated to be around \$60,000.

## **RISK MANAGEMENT**

The review process is being communicated to the community, and there is a risk the community will not understand that the review is conducted at arm's length from Council. This may result in negative publicity and feedback. This will be managed by communicating as clearly as possible the VEC's role and the process. If submissions are received by Council (see attachment 3) the submitters will be contacted and advised of the appropriate process.

## **CONCLUSION**

That Council consider endorsing a submission to the Electoral Representation Advisory Panel for the retention of a wards-based system using proposed structure Option 1.

## **ATTACHMENTS**

1. Proposed Submission to the Electoral Representative Assessment Panel



*Please Quote Reference:  
Enquiries:*

22 February 2023

Electoral Representative Advisory Panel  
C/O Victorian Electoral Commission  
Via Email - [CentralGoldfields.ERAPSubmissions@vec.vic.gov.au](mailto:CentralGoldfields.ERAPSubmissions@vec.vic.gov.au)

Dear Ms Julie Eisenbise

I refer to the opportunity to provide a submission to the 2023–24 electoral structure review of Central Goldfields Shire Council (CGSC) to meet the governance requirements of the Local Government Act 2020 (the Act).

Central Goldfields Shire Council provides a joint submission which covers off on the key components the panel is seeking to review during stage one.

### **Number of Councillors**

The number of councillors within CGSC currently sits at seven and when evenly distributed amongst the number of eligible voters in the municipality facilitates between 1500 and 1700 voters per councillor. This number is consistent with many other small rural councils and facilitates sustainable representation of the diverse and growing communities within the shire. Retention of the current number of councillors that are already in place also facilitates easy distribution of voters when subdivided into wards. Taking this into consideration it is recommended the number of councillors is retained at the existing number of seven.

### **Electoral Structure**

CGSC has a diverse community with varying needs across the entire municipality. The varying nature of the municipality which includes a large district town, smaller rural townships and farming communities located between, requires diverse representation. The differing social economic circumstances within these varying localities, also necessitates the need for diverse representation.

Taking this into account the implementation of a subdivided council into wards with one councillor in each, facilitates representation amongst the diverse needs of the entire municipality. This approach also facilitates greater local access to councillors and reduces the likelihood one particular point of view or sectional interest dominates the Council plan and agenda.

Without t a subdivided structure, the current dominant population level and anticipated growth of the large district town of Maryborough could lead to interests of surrounding communities becoming ignored due to uneven representation.

The introduction of a subdivided structure may also potentially avoid large ballot papers at municipal elections seeking to reduce confusion for voters and reduce likelihood of informal or nil voting.

## Ward Boundaries

Within CGSC the representation across councillors is fairly evenly distributed, with the Tullaroop ward having the highest deviation of +9.8%. The most appropriate approach to implement a subdivided ward structure with one councillor in each, that achieves fair representation is detailed below:

- Split the existing Maryborough ward into four distinct new wards and implement minor boundary shifts if required to achieve even distribution of voters between 1500 and 1700 voters for these new wards.
- Slightly realign the ward boundaries for existing ward of Tullaroop, particularly around the growth area to the north of Maryborough to facilitate even voter distribution.
- Move the Mount Glasgow locality from the Tullaroop ward into the existing Paddys Ranges ward to even voter distribution across these wards.
- Move Timor and Red Lion into Paddys' Ranges ward; Move Simpsons Rd & Dooley's Rd, into a Maryborough Ward; (western boundary is Slaughter Rd Track) to improved connection between communities of interest.
- This approach reduces the number of proposed changes within CGSC, whilst limiting the disruption and impact to the local community and delivering the requirements of the Act.

## Ward Names

To facilitate the changes required under the Act, whilst limiting disruption to the community, retention of existing ward names is the most appropriate outcome. Utilising existing ward names of Flynn, Tullaroop, Paddys Ranges and then adding compass directions of North, South, East and West to the four new Maryborough wards achieves this outcome.

Should the panel seek to deviate from this approach it should be aware of the local history across the municipality and take this into consideration when putting forward ward names.

Council thanks you for the opportunity to submit to the 2023–24 electoral structure review of CGSC and should you like to discuss this submission in further detail please contact me on 03 5461 0610 or our Chief Executive Officer, Lucy Roffey on 03 5461 0610.

Yours sincerely

Grace La Vella  
**MAYOR, CENTRAL GOLDFIELDS SHIRE**

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## 8.4 ENERGY BREAKTHROUGH - PROPOSED ENTRY FEES

**Author:** Coordinator Events and Volunteer Development

**Responsible Officer:** General Manager Community Wellbeing

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

### SUMMARY/PURPOSE

The purpose of this report is to seek endorsement of the proposed increase in Energy Breakthrough participant entry fees for 2023.

### RECOMMENDATION

That Council endorse the proposed fee increase for the 2023 Energy Breakthrough event.

### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2021-2025 - Our Growing Economy

The Community's vision 2. Engaging and flourishing tourism

### BACKGROUND INFORMATION

The Energy Breakthrough Governance Group (Country Education Partnership and Council) reviewed entry fees following a two-year hiatus, which saw entries rolled over at the same price point as 2020, when they were last set. Due to an increase in event operational costs, Energy Breakthrough is proposing an increase in entry fees for participating teams for 2023.

## REPORT

### Proposed Entry Fees Increase:

<b>COMPARISION- CURRENT AND INCREASED ENTRY FEES</b>			
<b>Class/Cost</b>	<b>2022 Entry Fees</b>	<b>2023 Increased Entry Fees</b>	<b>Percentage Increase</b>
<b>Human Powered Vehicles</b>	\$600 per team	\$700 per team	+15%
<b>Energy Efficient Vehicles</b>	\$600 per team	\$700 per team	+15%
<b>TRYathlon</b>	\$600 per team	\$700 per team	+15%
<b>Pushcarts</b>	\$360 per team	\$400 per team	+10%
<b>Innovations in Technology</b>	\$40 per team	\$50 per team	+20%
<b>COMPARISION- REVENUE</b>			
<b>Class</b>	<b>2022 Team Entries</b>	<b>2022 Revenue</b>	<b>2023 Increased Fee Revenue</b>
<b>Human Powered Vehicles</b>	164	\$98,400	\$114,800
<b>Energy Efficient Vehicles</b>	24	\$14,400	\$16,800
<b>TRYathlon</b>	47	\$28,200	\$32,900
<b>Pushcarts</b>	34	\$12,240	\$13,600
<b>Innovations in Technology</b>	10	\$400	\$500
<b>Total</b>	<b>279</b>	<b>\$153,640</b>	<b>\$178,600</b>

## CONSULTATION/COMMUNICATION

### Entry Fees Increase:

The Energy Breakthrough Governance Group discussed and determined the increase in participant entry fee amount, by considering CPI and the effects the increased value



could have on participating schools and event numbers. It was decided that the 15-20% increase will assist in covering increasing operational costs but be at a level that is accessible for school participants. Fee increases will be communicated to schools when entries open in 2023.

## **FINANCIAL & RESOURCE IMPLICATIONS**

### Entry Fees Increase:

At 2022 entry levels the change in fee will increase revenue by \$24,960. It is expected, however, that entry numbers will increase in 2023, as COVID impacts start to normalise, seeing this figure increase further. This increased revenue is necessary to cover increasing operational costs of the event from inflationary pressures.

## **RISK MANAGEMENT**

This report addresses Council's strategic risk Governance - Failure to transparently govern and embrace good governance practices by reviewing and trailing more effective structures to oversee event and budget delivery.

## **CONCLUSION**

The proposed increase for the 2023 Energy Breakthrough fees that seek to ensure the ongoing event is economically sustainable is presented to Councillors for endorsement.

## **ATTACHMENTS**

nil

## 8.5 COUNCIL PLAN ACTION PROGRESS REPORT

**Author:** **Manager Governance Property and Risk**

**Responsible Officer:** **General Manager Corporate Performance**

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

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### **SUMMARY/PURPOSE**

The purpose of this report is to provide Council with an update on the status of the projects identified in the 2022-23 Action Plan.

### **LEGISLATION AND POLICY CONTEXT**

Central Goldfields Shire Council's Council Plan 2021-2025 - Leading Change

The Community's vision 4. Good planning, governance, and service delivery

Under Section 90 of the *Local Government Act 2020* Council must prepare a Council Plan which includes: the strategic direction and objectives for achieving the strategic direction, strategies for achieving the objectives for at least the next four financial years, strategic indicators for monitoring the achievement of the objectives, a description of the Council's initiatives and priorities for services, infrastructure and amenity.

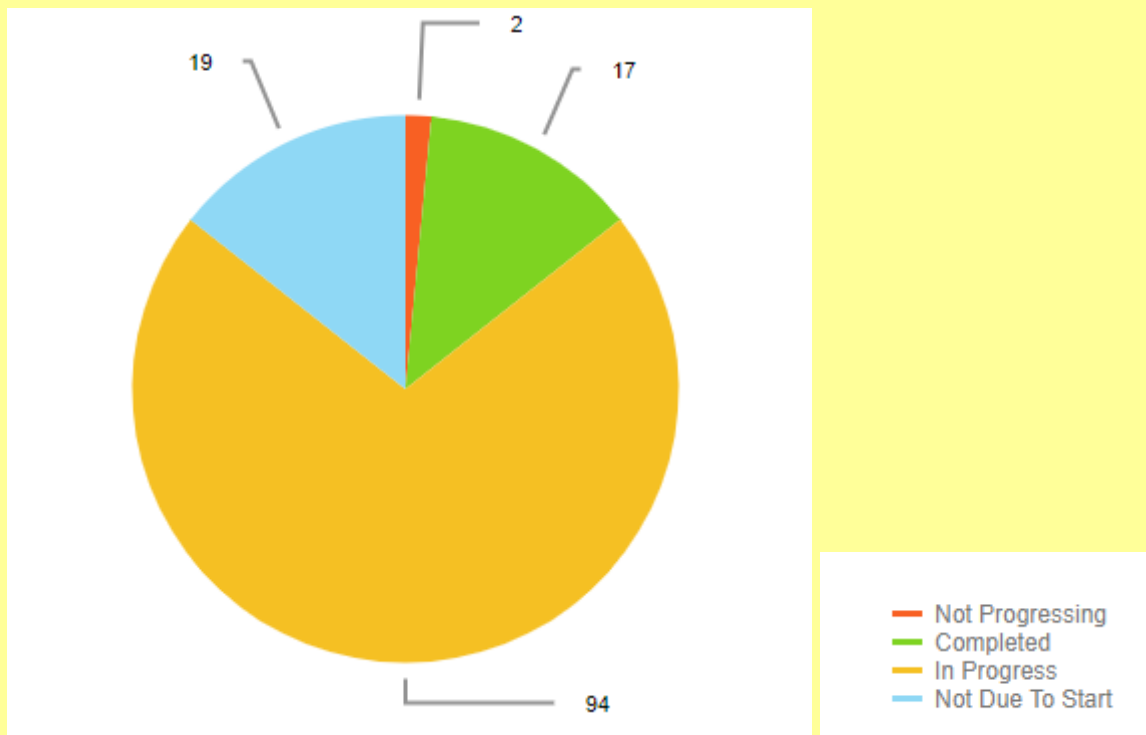
### **BACKGROUND INFORMATION**

The 2022-23 Action Plan was developed to support the achievement of the strategic objectives identified in the Council Plan and to provide a reporting framework to measure progress against the Council Plan.

### **REPORT**

Progress continues against the initiatives and projects outlined in the 2022-23 Action Plan. There are 132 actions identified in the plan, with 17 relating to Council's focus on advocacy, 44 ongoing initiatives, and 71 new initiatives.

The chart below provides a summary of progress for the year to end of the second quarter. It is important to note some items are across a number of years so carry through each year's action report.



## CONSULTATION/COMMUNICATION

Council has developed the Action Plan through consultation with the community during the development of the current Council Plan, through Listening Posts held quarterly across the Shire, and the development of the 2021-22 Budget.

## FINANCIAL & RESOURCE IMPLICATIONS

The current year's Budget was prepared in line with the initiatives identified in the Annual Plan subject to grants from State and Federal Government being received in some cases.

## RISK MANAGEMENT

This report addresses Council's strategic risk Governance - Failure to transparently govern and embrace good governance practices.

## **CONCLUSION**








The 2022-23 Action Plan outlines the projects and programs that were undertaken during the year to meet the objectives of the Council Plan. This report provides an update.

## **ATTACHMENTS**





1. 2022-23 Action Plan Progress Report Quarter 2

# **Quarterly Progress Report 2022/2023, Q2**

## Our focus on advocacy







Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
1.1	Our Community and People	1.	Advocate for ongoing operational funding for the art gallery	Manager Tourism Events and Culture	In Progress	30%	Gallery Coordinator Helen Kaptein and Manager Tourism Events and Culture Rosalie Hastwell met with Creative Victoria representatives in November, who confirmed that Creative Victoria recognises the value of the Gallery and its programs. Currently there are no funding opportunities for additional * currently unfunded) Galleries to receive operational support but there is internal advocacy within Creative Victoria to this end. Creative Victoria Director to be invited to visit the Gallery in early 2023 and advocacy efforts are ongoing		
1.1	Our Community and People	2.	Seek funding to plan the Bristol Hill Urban Bike Park	Manager Community Partnerships	Completed	100%	Completed		
1.1	Our Community and People	3.	Continue involvement in the Libraries Change Lives advocacy initiative	Manager Tourism Events and Culture	Completed	100%	This small grant-funded project is now complete with successful activities delivered, attracting good participation from target groups		
1.1	Our Community and People	4.	Advocate for ongoing investment and support for Go Goldfields	Chief Executive Officer	In Progress	60%	Advocacy documents have been prepared and endorsed by the Go Goldfields Leadership Table. Meetings have been held with Regional Development Victoria, Chair of the Loddon Campaspe Regional Partnership and with local MP Martha Haylett.		
1.1	Our Community and People	5.	Apply for funding to support the delivery of the Gender Equity Action Plan	General Manager Community Wellbeing	In Progress	15%	Additional funding streams are yet to be identified. However, the Loddon Mallee Councils are in the process of forming a Gender equity/primary prevention group to share learnings and resources.		
1.2	Growing Economy	6.	Advocate for increased passenger rail services on weekdays for residents and for weekend passenger services to Dunolly	Manager Strategy and Economic Development	In Progress	50%	4 extra weekend passenger rail services commenced in December 2022. Letter sent to Minister and Local MP in December 2022 re weekday services.		
1.2	Growing Economy	7.	Advocate for Myki services at Maryborough Train Station	Manager Strategy and Economic Development	In Progress	50%	Advocacy is continuing, with representation being made to appropriate candidates during current state elections and letter sent to Minister and local MP in December 2022 requesting activation of Myki.		

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
1.2	Growing Economy	8.	Advocate for funding for an Events Prospectus for Central Goldfields Shire (and events tiering model)	Manager Tourism Events and Culture	In Progress	40%	The Events Prospectus is included in Council's Priority Projects advocacy document and has also been included in the Commonwealth Games Expression of Interest for funding		●
1.2	Growing Economy	9.	Support the establishment of events (such as the proposed music festival and the Goldrush Festival in Dunolly) through letters of support, navigation of planning processes and advocacy at a regional tourism level	Manager Tourism Events and Culture	In Progress	50%	Officers will develop an events strategy in 2023, to assist in guiding the focus of support and advocacy. event attraction and support, In addition, Officers will also explore any funding opportunities to support the future development of an Events Prospectus		●
1.2	Growing Economy	10.	Work with the new Victorian Skills Authority to develop programs for our Shire	Manager Strategy and Economic Development	In Progress	50%	Meetings held with Victorian Skills Authority and input sought into developing TILT program (collaboration with university sector and key local employers) which has emerged in Q2 and become a key focus of Economic Development activity in working with key employers to address skills shortages.		●
1.2	Growing Economy	11.	In partnership with Telstra, develop innovative model for Regional Connectivity Program funding to enhance mobile coverage for Talbot	Manager Strategy and Economic Development	In Progress	50%	Talbot included in Connecting Victoria announcement 5/10/22 with work to follow to ensure this announcement achieves desired results for Talbot. No update from responsible authorities to end of Q2 - seeking further info in Q3. Council has no direct control over this project.		●
1.3	Spaces & places	12.	Continue to raise awareness of the Priority Projects Plan and actively advocate for funding for major projects	Chief Executive Officer	In Progress	60%	The Priority Project plan has been provided to relevant Ministers, MPs and Government departments. Projects funded through grants and election commitments include • \$450,000 towards a netball court upgrade with improved lighting and seating at Royal Park Football Netball Club, \$550,000 towards female friendly changerooms extension at Princes Park in Maryborough, \$400,000 Maryborough Jubilee Oval Multiuse Court Redevelopment (State Budget Commitment - Local Community Sport and Recreation Projects), \$750,000 netball courts and lighting at Deleido (Local Sports Infrastructure Fund). The Priority Projects Plan will be updated in March 2023 to reflect this success and to include new projects.		●
1.3	Spaces & places	13.	Support the World Heritage Bid for funding for heritage preservation	Chief Executive Officer	In Progress	50%	A report detailing the economic benefits has been completed showing that the World Heritage Listing		●








Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
			and continue to advocate for Maryborough as the Goldfields and World Heritage Centre				is worth \$1.0 billion to the region, with nearly 2,000 new jobs generated. Advocacy also undertaken to progress the project in time for the 2026 Commonwealth Games in Victoria. \$500,000 grant received and endorsement from State Government to progress the bid.		
1.3	Spaces & places	14.	Apply for funding to assist moving events into a low waste outcome	Manager Infrastructure	Completed	100%	100 % Completed; there are no further actions regarding this task.		
1.3	Spaces & places	15.	Investigate the Sustainability Victoria Organics Fund for opportunities to reduce contamination and increase the capacity of the Carisbrook facility	Manager Infrastructure	In Progress	70%	Council successfully received Fund under the Kerbside Reform Education Program which will be used to reduce the Contamination. Council will be seeking more funding regarding this matter.		
1.3	Spaces & places	16.	Work with the community and community groups to identify opportunities for collection points for the Container Deposit Scheme (CDS) and facilitate engagement with state government for sites within Central Goldfields Shire	Manager Infrastructure	Not Due To Start	0%	This project has not been started yet; the Council is still waiting to receive the Operation Guidelines from the State authority.		
1.4	Leading change	17.	Advocate for, support and implement system change recommendations in the Go Goldfields 'Every Child, Every Chance' Change Plan	Manager Go Goldfields	In Progress	85%	Continuing to promote the advocacy document calling for better support for place-based decision making and stable ongoing financial support for the Go Goldfields backbone.		




















## Ongoing initiatives







Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
2.1	Our Community and People	89.	Undertake a feasibility study for alternative locations for the men's shed to allow it to expand and increase membership	Manager Community Partnerships	In Progress	15%	Council has included this initiative in its advocacy program to State Government for development and re-use of buildings that would support community organisations such as The Men's Shed.		
2.1	Our Community and People	90.	Facilitate Healthy Heart of Victoria (HHV) activities locally	Manager Community Partnerships	In Progress	25%	Surplus funds from first program have been allocated to delivering a healthy sports clubs initiative and consultation work to support the development of the Shire Food Network. These projects will be delivered across quarter 3 and 4. The second round of funding (renamed 'Healthy Loddon Campaspe') will open for applications in March 2023. A Project PCG has been established to guide the selection and nomination of potential projects for Council to consider for application.		
2.1	Our Community and People	91.	Continue to deliver and improve library services including: <ul style="list-style-type: none"> <li>■ An annual calendar of events for Maryborough Library including the Words in Winter program</li> <li>■ A home library service for people unable to visit the library due to living with a disability</li> </ul>	Manager Tourism Events and Culture	In Progress	50%	The library's annual calendar of events is currently published up until April, The popular cookbook book club will recommence in February alongside other events including the ongoing children's program 4 days per week and the digital literacy program. Words in Winter will be programmed again for 2023.  There is increasing demand for the home library service with approximately a 60% increase on pre-covid numbers		
2.1	Our Community and People	92.	Coordinate the School Holiday program across the libraries, Art Gallery and Youth Services	Manager Community Engagement	In Progress	0%			
2.1	Our Community and People	93.	Develop an Implementation Plan for the Disability Action Plan	Manager Community Services	In Progress	10%	Work is underway for implementation of the DAP and implementing items into pulse. Timeline for the implementation of this action has not yet been established.	31/03/2023	
2.1	Our Community and People	94.	Facilitate and support the LGBTIQ+ Youth Group	Manager Community Partnerships	In Progress	50%	Youth officers are liaising with LGBTIQ+ Youth Group, Youth Council and other relevant groups to determine best ways to provide support, including addressing the identified need for a gathering/meeting space. Council has also received funding through the VicHealth Local		

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
							Government Project to support this consultation work.		
2.1	Our Community and People	95.	Host the annual Community Arts Exhibition as part of the Central Goldfields Art Gallery exhibition program	Manager Tourism Events and Culture	In Progress	10%	The call for submissions was promoted in this quarter. The exhibition will be included as part of the Gallery's re-opening program in March 2023	30/06/2023	●
2.1	Our Community and People	96.	Continue to implement the Children and Young People First program funded through the VicHealth Local Government Partnership	Manager Community Partnerships	In Progress	25%	Through the Partnership Workshop held in Nov 2022, an Action Plan was developed with 25 agreed actions across the 12 identified impact streams. A further workshop is scheduled for February to provide updates on progress so far and to coordinate actions where multiple organisations are collaborating.		●
2.1	Our Community and People	97.	Continue to partner with Mt Alexander Shire Council to influence the Aged Care Reform Review	Manager Community Services	In Progress	60%	Aged care review currently underway. Project end date has been pushed out due to timing of the community consultation phase coinciding with the Christmas period and has now been moved to February. Draft report due in April with a final report due end of May 2023.		●
2.1	Our Community and People	98.	Participate in the Go Goldfields Leadership Table with State Government and service providers	Chief Executive Officer	In Progress	50%	Attended quarterly meetings and provided input into the Go Goldfields advocacy document. Attended meetings with key stakeholders to advocate for ongoing funding of Go Goldfields.		●
2.1	Our Community and People	99.	Develop and implement Child Safe Standards	General Manager Community Wellbeing	In Progress	85%	Following presentation to EMT, the Child Safe Standards Committee have reconvened to agree and oversee an organisation wide implementation plan.	30/09/2022	●
2.1	Our Community and People	100.	Strengthen emergency management in Central Goldfields Shire through training opportunities and community education	Manager Community Partnerships	In Progress	50%	Council has applied through the Flood Recovery Fund to employ a part time Community Recovery Officer, who will support recovery through training and education opportunities for the community and council staff.	31/03/2023	●
2.1	Our Community and People	101.	Support parents and carers of young children through a range of programs including the healthy and supported pregnancies priority action group	Manager Go Goldfields	In Progress	75%	Working with Maternal & Child Health, Bendigo Health Perinatal Emotional Health Unit and Maryborough District Health Service to develop a program for expectant and new parents to provide emotional and social support.		●
2.1	Our Community and People	102.	Support delivery of MASH solar and battery information sessions	Manager Strategy and	In Progress	20%	No further progress on this in Q2 - CVGA review of this program is occurring in Q3 and CGSC will contribute to the review.	30/06/2023	●









Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
			& promotion of community bulk buy opportunity	Economic Development					
2.1	Our Community and People	103.	Continue to host an annual volunteer thank you event during National Volunteer Week	Manager Tourism Events and Culture	Not Due To Start	0%	Planning for this May event will commence in early 2023, including identifying a suitable venue, The event took place last year at the Railway Station but a larger venue is needed due to the strong attendance,		
2.1	Our Community and People	104.	Support the Maryborough Volunteer Resource Centre to strengthen volunteering within the municipality	Manager Tourism Events and Culture	In Progress	50%	Council's Coordinator Events and Volunteer Development attends regular meetings with the Volunteer Resource Centre Committee. The MVRC Coordinator has been invited to present at a Councillor Briefing in February.	30/06/2023	
2.1	Our Community and People	105.	Finalise the Reflect Reconciliation Action Plan	Manager Community Partnerships	In Progress	70%	The revised draft Reconciliation Action Plan will be submitted in February to Reconciliation Australia for approval, before presentation to Executive and Councillors for review and adoption.	31/12/2022	
2.2	Growing Economy	106.	Complete the Framework Plan for Maryborough North, Flagstaff and Carisbrook	Manager Strategy and Economic Development	In Progress	35%	Technical assessments by planning consultants almost complete. Bushfire assessment sent for review by CFA and scheduled for presentation by consultant at Councillor Briefing 31/1/23. Initial community consultation deferred due to Carisbrook flood impact; now proposed for March/April 2023 after updated CMA flood risk assessment can be incorporated.	30/06/2023	
2.2	Growing Economy	107.	Participate in the development of the Loddon Mallee Housing Revitalisation Strategy and implement identified actions	General Manager Community Wellbeing	In Progress	60%	Strategy and Action plan developed, with governance structure and implementation the current focus of RDV.	30/06/2023	
2.2	Growing Economy	108.	Participate in Central Victorian Greenhouse Alliance Community Sparks project to investigate feasibility of a community battery site in the Shire	Manager Strategy and Economic Development	Completed	100%	CVGA has completed investigation and decided not to pursue community batteries projects - not viable at this time. May be future opportunities with state/federal funded projects in this area. Work continuing with local community action group in the meantime to develop local approach to community-level renewables in implementing Climate Action Plan.	30/06/2023	
2.2	Growing Economy	109.	Continued participation in the regional Connecting Victoria Program and Bendigo Loddon	Manager Strategy and Economic Development	In Progress	30%	Talbot included in Connecting Victoria announcement 5/10/22 with work to follow to ensure this announcement achieves desired results for Talbot. No update from responsible		

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
			Campaspe Region 100 Gig Project				authorities to end of Q2 - seeking further info in Q3. Council has no direct control over these projects.		
2.2	Growing Economy	110.	Support the growth of digital capability in the Shire through the Digital Connection for Seniors Program and digital devices for loan	Manager Community Services	In Progress	10%	Action delayed and will be actioned throughout February with continual support throughout the remainder of the year with regular promotion in the community newsletters.		
2.2	Growing Economy	111.	Investigate other digital literacy programs that are government funded	Manager Community Services	Not Due To Start	0%	Action has been delayed due to short staffing in the area, the work to rectify this issue is underway. Work will commence shortly and be completed by June 2023.	31/03/2023	
2.2	Growing Economy	112.	Planning and renewal of toilets in Rene Fox Gardens Dunolly	Manager Project Management Office	In Progress	5%	Final planning and scoping is underway.	30/06/2023	
2.2	Growing Economy	113.	Replace Talbot Town Hall toilets	Manager Infrastructure	In Progress	50%	Works have been started and the project will be completed in June 2023.	31/12/2022	
2.3	Spaces & places	114.	Review and update the Road Management Plan	Manager Infrastructure	In Progress	60%	The Road Management Plan Review is under way with a draft document to be presented in April 2023 for Council consideration.	31/12/2022	
2.3	Spaces & places	115.	Undertake key road renewal projects (Porter Avenue, Primrose Street and Cotswold Road)	Manager Infrastructure	In Progress	25%	Works in Cotswolds Road is under way with works in Primrose Street to commence in March 2023.	30/06/2023	
2.3	Spaces & places	116.	Continue to upgrade Philips Gardens through the design and installation of an Irrigation Plan	Manager Operations	Completed	100%	Completed	31/12/2022	
2.3	Spaces & places	117.	Implement Shire wide footpath upgrade program with a focus on age friendliness and safety for people who use motorised mobility devices	Manager Infrastructure	Not Progressing	0%	Construction works to commence in March 2023.	30/06/2023	
2.3	Spaces & places	118.	Construct the Maryborough Skate and Scooter Park	Manager Community Partnerships	Completed	100%	The Skate and Scooter Park construction was successfully completed in December and is now in use by the community with very positive feedback received. An official launch is scheduled for late February 2023.	31/03/2023	

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
2.3	Spaces & places	119.	Complete the construction of Carisbrook Recreation Reserve upgrade project	Manager Community Partnerships	In Progress	75%	The project is still in the construction phase for both buildings. Sub-contractor labour availability has required an extension to the project completion date, now expected in May 2023. Council officers are working with user groups to manage any impacts this may cause.	31/03/2023	
2.3	Spaces & places	120.	Implement major upgrades to the Maryborough Heritage Outdoor Pool Complex	Manager Community Partnerships	In Progress	15%	Following the successful application to Heritage Victoria for a heritage permit, the tender for works to upgrade the octagonal pool and provide minor upgrades to the plant room and the main entrance building at the Maryborough Outdoor Pool complex will be released to market in February 2023.	31/03/2023	
2.3	Spaces & places	121.	Complete Review of Heritage Overlay in Central Maryborough	Manager Strategy and Economic Development	In Progress	50%	Consultants have completed fieldwork and Draft 1 of report. 3 meetings held with Community Reference Group to provide input and review. Updated draft report to be presented at a councillor briefing prior to community consultation. Project likely to extend beyond 31/3/23 but completion before 30/6/23 is anticipated.	31/03/2023	
2.4	Leading change	122.	Continue to involve the community in Council's decision making through high quality communications and engagement (including the Engaging Central Goldfields website)	Manager Community Engagement	In Progress	0%	This is an ongoing action and achieved across multiple channels under the Strategic Communications WIP.		
2.4	Leading change	123.	Redesign Council's website including enhancing the content and accessibility of the platform	Manager Community Engagement	In Progress	0%		31/12/2022	
2.4	Leading change	124.	Review Council's e-bulletins to ensure all people and groups are reached with current news and opportunities	Manager Community Engagement	Not Due To Start	0%		31/12/2022	
2.4	Leading change	125.	Develop a Community Township Plan for Daisy Hill	Manager Community Engagement	In Progress	0%			
2.4	Leading change	126.	Complete a review of Community Asset Committees and create a consistent and equitable	General Manager Community Wellbeing	In Progress	5%	Appointed consultant withdrew prior to commencement, which has delayed the review. A project governance group has been established to develop a whole of Council		









Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
			approach for the management of buildings				approach to the property occupancy policy, framework and implementation as well as the governance of Council properties being used by third parties, including ongoing management of leases, licenses and seasonal agreements.		
2.4	Leading change	127.	Continue to support the community through Council's annual Community Grant Program and review and improve the process for allocating community grants	Manager Community Partnerships	In Progress	25%	Review of Community Support Policy commenced in February. The revised policy will inform any recommended changes to the Community Grant Program in 2023.		
2.4	Leading change	128.	Review 10-year financial plan based on information from the service plans, in consultation with community (following competition of the 2021/2022 financial statements) and, evaluate Council's borrowing requirements and develop a Borrowings Strategy	Manager Finance	In Progress	15%	Currently being done in conjunction with leadership team and EMT. The FY24 budget will also form part of the 10 year plan with flood recovery one of the major influences.	31/03/2023	
2.4	Leading change	129.	Improve the financial reporting to Council through improved cash flow forecasting	Manager Finance	In Progress	80%	Cashflow forecasting in place - ongoing process	31/12/2022	
2.4	Leading change	130.	Review, improve and deliver on Council's reporting framework including the Annual Action Plan, Annual Report and LGPRF	Manager Community Engagement	Not Due To Start	0%		30/09/2022	
2.4	Leading change	131.	Review and update the Councillor Code of Conduct and Transparency Policy	Manager Governance Property and Risk	Not Due To Start	0%		30/06/2023	
2.4	Leading change	132.	Report on Community Township Plan progress to the community through the Engaging Central Goldfields website and Councillor updates in the Community Update newsletter	Manager Community Engagement	In Progress	0%			












## New initiatives





Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
3.1	Our Community and People	18.	Celebrate the 30th anniversary of Energy Breakthrough	Manager Tourism Events and Culture	Completed	100%	Energy Breakthrough was successfully held at Princes Park with strong levels of participation and enthusiasm from schools, volunteers and the broader community. Despite some very challenging weather conditions and events in the lead up to the event, it was recognised as an outstanding event and an appropriate celebration of 30 years since it was first established	31/12/2022	
3.1	Our Community and People	19.	Support the community to establish a Pride Festival	Manager Tourism Events and Culture	In Progress	50%	Council provided a range of financial and in kind support during the planning phase for this Festival which took place in January 2023	30/06/2023	
3.1	Our Community and People	20.	Support the Inaugural Goldfields Community Festival	Manager Tourism Events and Culture	In Progress	30%	The Festival was postponed due to flooding event and being rescheduled for March 2023	31/12/2022	
3.1	Our Community and People	21.	Purchase equipment to provide an inclusive play space at Goldfields Family Centre	Manager Community Services	Completed	100%	Acquittal completed and equipment in full use across the family centre.	31/12/2022	
3.1	Our Community and People	22.	Support the implementation of the Empowering Parents, Empowering Communities program	Manager Go Goldfields	In Progress	70%	Term 1 2023 Being a Parent being advertised through Schools, Kinders, services and community organisations. Course expected to run 9.30am to 11.30am every Wednesday at The Nest.		
3.1	Our Community and People	23.	Working closely with local leaders to facilitate the Welcome to Central Goldfields project	Manager Community Engagement	In Progress	70%			
3.1	Our Community and People	24.	Launch and activate the Art Gallery through a Dean Bowen sculpture exhibition and including a pop up gallery and educational workshop spaces	Manager Tourism Events and Culture	In Progress	95%	The Gallery will reopen to the public on 3 March 2023 featuring a survey exhibition of Dean Bowen sculptures, and showcasing the Gallery's newly completed exhibition and activity spaces including the pop up gallery and education space	31/12/2022	
3.1	Our Community and People	25.	Deliver the VicHealth module for Supporting Everyday Creativity by improving opportunities for young people to lead creative programs	Manager Community Partnerships	Completed	100%	Education and Public Program Officer, Mel Young, was recruited on a temporary contract in November 2022. The project's goal was to undertake an audit of current creative programs and consult with young people as to what programs should be offered in future. Audits and youth consultation activities were undertaken		





Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
							over Dec & Jan 2022. The findings have been summarised into a final report which will be used to inform the development of future creative programs for young people in Central Goldfields.		
3.1	Our Community and People	26.	Develop the Municipal Early Years Municipal Plan	Manager Community Services	Not Due To Start	0%	Due to current demands and workload with the aged care review and masterplan it is anticipated that this project will carry over into the next financial year and commence late 2023.	30/06/2023	
3.1	Our Community and People	27.	Develop and Early Years Infrastructure Masterplan in line with Building Blocks Infrastructure Grant	Manager Community Services	In Progress	75%	Phase 2 of the masterplan has been completed with Phase 3 starting this quarter. Project is due to be completed by end of March 2023 and is on track. 2 out of 3 advisory committee meetings have been completed with the third to be completed by the end of February.	30/06/2023	
3.1	Our Community and People	28.	Establish and promote an outreach service for outlying communities within Central Goldfields Shire for Maternal and Child Health and Immunisation services	Manager Community Services	In Progress	75%	Immunisation continue to hold regular community sessions in outlying areas such as Dunolly, Talbot and Carisbrook. The outreach program for MCH will be established once the fit out of the van is completed. A tender has been awarded with work to commence shortly.	31/03/2023	
3.1	Our Community and People	29.	Support the implementation of a whole of Shire Transition Plan (co-ordinated transition into Kinder and School)	Manager Go Goldfields	Completed	100%	Central Goldfields Transition Plan finalised. Signed by all partners. Soft launch of Plan in March 2023	31/03/2023	
3.1	Our Community and People	30.	Promote the drop in space for parents at the Maternal and Child Health space at Goldfields Family Centre	Manager Community Services	In Progress	80%	Promotion of the space has commenced internally amongst current families and service users. Promotion to the wider community to be undertaken in the coming months and be a continual action through media outlets.	30/09/2022	
3.1	Our Community and People	31.	Re-launch 'The Nest' incorporating parent drop-in sessions and programming at Go Goldfields HQ	Manager Go Goldfields	Completed	100%	The Nest continues to grow with increasing visitation by parents dropping in and bookings from service providers including, First Parents groups and access visits for families working with Child Protection.	30/09/2022	
3.1	Our Community and People	32.	Support family friendly facilities in the specification for the refurbishment of the main Council office (including the public areas)	Manager Project Management Office	In Progress	5%	Final planning and scoping is underway.		





















Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
3.1	Our Community and People	33.	Establish and provide support to a Youth Council	Manager Community Partnerships	In Progress	50%	Youth Council continue to meet monthly to plan and deliver the actions in their priorities plan. Recent events have included successfully running stalls at both the Maryborough Madness & Pride Festival Maryborough events.	30/09/2022	
3.1	Our Community and People	34.	Prepare a Wastewater Management Plan to address existing and future domestic wastewater issues within unsewered townships	Manager Statutory Services	In Progress	80%	Draft has been prepared, next steps are community consultation for late Feb/March	31/12/2022	
3.1	Our Community and People	35.	Implement the Municipal Public Health and Wellbeing Plan 2021-2025: ■ Establish the Health and Wellbeing Partnership and governance structure/framework ■ Develop year 1 Annual Action Plan	Manager Community Partnerships	In Progress	25%	Consultation with key partner organisations is still continuing, in order to inform a governance framework and annual action plan for the Health and Wellbeing Plan.	30/06/2023	
3.1	Our Community and People	36.	Implement the Central Goldfields Youth Live4Life suicide prevention and mental wellness program	Manager Community Partnerships	In Progress	25%	Meetings have been held with key organisations, including both secondary schools, in late 2022 to re-confirm involvement in the program. Recruitment for a new Live4Life Project Officer has commenced in February and Project Steering Committee also being established in February.	30/06/2023	
3.1	Our Community and People	37.	Provide leadership for the implementation of the Gender Equity Action Plan	General Manager Community Wellbeing	In Progress	30%	The Gender Equality Committee meets on a regular basis to oversee the implementation of the plan, with a focus on training in the short term to increase literacy around Gender Equality organisation wide.	30/06/2023	
3.1	Our Community and People	38.	Support the Castlemaine - Maryborough Rail Trail feasibility study	General Manager Community Wellbeing	In Progress	45%	Feasibility study is well underway, with the tourism, economic and social drivers, as well as projected lifecycle, costs and scope being undertaken by project consultants.	30/06/2023	
3.1	Our Community and People	39.	Commence the Local Laws Review	Manager Statutory Services	In Progress	20%	The review is under way with briefing to Council and internal consultation underway. External consultation to commence in mid-2023.	31/12/2022	
3.1	Our Community and People	40.	Implement the Enforcement Strategy	Manager Statutory Services	Not Due To Start	0%	investigation into appropriate software has begun	31/12/2022	








Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
3.1	Our Community and People	41.	Complete and implement the Maryborough Flood Study	Manager Infrastructure	In Progress	95%	The Flood Study Report needs to be presented in Council Meeting for the endorsement purpose.	30/09/2022	
3.1	Our Community and People	42.	Implement the Carisbrook Flood and Drainage Management Plan, specifically the fourth and final phase	Manager Infrastructure	In Progress	60%	Works are under way and due for completion in March 2023.	31/03/2023	
3.1	Our Community and People	43.	Undertake Shire-wide Flood Study in partnership with NCCMA	Manager Infrastructure	Not Due To Start	0%		30/06/2023	
3.1	Our Community and People	44.	Complete Social and Affordable Housing Needs Analysis	General Manager Community Wellbeing	In Progress	20%	Scoping document in development	31/03/2023	
3.1	Our Community and People	45.	Establish the Central Goldfields Climate Action Partnership	Manager Community Engagement	In Progress	0%			
3.1	Our Community and People	46.	Review and simplify Council's volunteer recruitment processes	Manager Tourism Events and Culture	In Progress	60%	A draft recruitment process has been circulated to volunteer coordinators for their feedback	30/06/2023	
3.1	Our Community and People	47.	Build phase 1-3 of the Indigenous Interpretive Garden at the Art Gallery	Manager Tourism Events and Culture	In Progress	30%	Phase 1 has been completed as part of the Gallery revitalisation program, Stages 2 and 3 commencing at the start of 2023 with an estimated completion date of April 2024	31/12/2022	
3.1	Our Community and People	48.	Support and participate in the annual NAIDOC week and Reconciliation week events	Manager Community Engagement	Not Due To Start	0%			
3.1	Our Community and People	49.	Research best practice and principles that support partnerships with First Nations stakeholders and organisations	Manager Community Engagement	Not Due To Start	0%			
3.1	Our Community and People	50.	Work collaboratively with Bendigo District Aboriginal Corporation to support Aboriginal parents and carers	Manager Go Goldfields	In Progress	15%	Engagements regarding Leadership Table, use of consult rooms and Early Years Master planning initiated and followed up by Go Goldfields, however resourcing and pressures at BDAC have not allowed for progress as yet.		
3.1	Our Community and People	51.	Complete Planning Scheme Amendment to implement key recommendations of the	Manager Strategy and	In Progress	60%	Exhibition completed Nov 2022. Submissions presented for consideration at December Council meeting - deferred to March. Permission	31/03/2023	





Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
			Population, Housing and Residential Settlement Strategy	Economic Development			from DTP to extend statutory timeframe has been requested; no response to date.		
3.1	Our Community and People	52.	Installation of digital infrastructure and an interpretive experience at the Visitor Information Centre	Manager Tourism Events and Culture	In Progress	10%	The contract has been awarded to creative design company Sandpit to undertake the detailed design and installation of the interpretive experience and digital infrastructure at VIC as part of the Maryborough Railway Station Activation project. The interpretive experience will feature the story of gold in the region in line with the World Heritage Listing bid, along with other key themes showcasing the Shire's attractions of interest to visitors.	31/03/2022	
3.1	Our Community and People	53.	Develop partnership with Committee for Maryborough and key shire employers to identify issues and opportunities for both existing and future labour force and seeking funding options	Manager Strategy and Economic Development	In Progress	75%	Welcome to Central Goldfields project completed. Developing TILT program in collaboration with LaTrobe Uni, ANU and key local employers. Developing partnership approach with Federation University on specific skill areas.		
3.2	Growing Economy	54.	Review our planning processes, policy and delegations to improve efficiency	Manager Statutory Services	Completed	100%	Complete and implementation has occurred	30/09/2022	
3.2	Growing Economy	55.	Feature the story of gold and the journey to world heritage listing as part of the Maryborough Railway Station Activation Project	Manager Tourism Events and Culture	In Progress	15%	The visitor experience and profile of Maryborough and the Shire will be greatly enhanced through the Visitor Information Centre redesign and installation of contemporary digital and interactive infrastructure and content. The world class experience at the Station will be closely aligned with the themes and approach of the World Heritage Bid for the Central Victorian Goldfields. Council has engaged the creative and innovative design and product company Sandpit to undertake consultation and detailed design, production and installation of the experience including an interactive "Worth its weight in gold" installation and an animated digital story based on the Welcome Stranger, central to the goldfields history. These experiences and content will be integrated alongside other content exploring and telling the stories of the impact of the goldrush on First Nations, local environment and arts and culture.	31/03/2023	

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
3.2	Growing Economy	56.	Upgrade Princes Park Precinct to improve the Energy Breakthrough visitor experience	Manager Tourism Events and Culture	Completed	100%	Upgrades to the Princes Park Precinct have included installation of CCTV, a site wide PA system, site wide wifi, and electrical upgrades. Together with permanent drinking water fountains and improved pedestrian access these have improved the visitor experience, camping facilities and safety across the site. The site is now significantly enhanced as a base for Energy Breakthrough as well as for other events and for the enjoyment and recreational use by community and other user groups.	31/12/2022	
3.2	Growing Economy	57.	Support RV friendly town status for Dunolly	Manager Tourism Events and Culture	Not Progressing	20%	Council is in support of Dunolly becoming a RV friendly town in principle. A condition of RV friendly status is that there is a free camping ground available. Deledio Recreation Reserve was proposed as a being potentially suitable for this purpose. Council received notification from DELWP in September 2022 that the Dunolly Recreation Reserves Committee of Management Incorporated, who are appointed under the Crown Land Reserve Act 1978 to manage the Deledio Recreation Reserve on DELWP's behalf, resolved not to move forward with the proposal to list the reserve as a free camping area. The committee considered the proposal closely but identified several major risks by listing the area as a free camping site that they are not able to mitigate. One of these risks included the safety of children in the vicinity of the camp area. Further consideration of progressing the status is not a current priority for Council		
3.2	Growing Economy	58.	Develop an Implementation Plan for the Maryborough Retail Recovery Program	Manager Strategy and Economic Development	In Progress	50%	Key actions discussed in Economic Development Update Report and Councillor Briefing Nov 2022. Full implementation plan being finalised.		
3.2	Growing Economy	59.	Partner with CVGA to support small business investment in low emissions equipment through Sustainability Victoria's Small Business Energy Saver Program	Manager Strategy and Economic Development	Completed	100%	CVGA program did not continue into 2022-23 so CGSC was unable to participate. Other opportunities for businesses to participate in funded programs for emissions savings have been circulated to Committee for Maryborough or direct to major businesses where eligible.		

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
3.2	Growing Economy	60.	Work with local Business Associations to facilitate e-learning training opportunities for small business	Manager Strategy and Economic Development	In Progress	80%	Navii training program providing e-learning training opportunities for small retail businesses - sessions held in Q2, to be completed Q3.	30/06/2023	
3.2	Growing Economy	61.	Initiate partnerships between Central Goldfields Art Gallery and local businesses	Manager Strategy and Economic Development	In Progress	35%	Ongoing support from Economic Development Officer has provided support to Art Gallery staff in developing a model for business partnerships. To be considered further in Q3-Q4 following opening of art gallery redevelopment.	31/12/2022	
3.2	Growing Economy	62.	Work with partners on innovative activities to attract and retain early childhood teachers and educators in the Shire	Manager Go Goldfields	In Progress	40%	Project rescoped to focus on attraction and support for new people wanting to enter the ECEC workforce. Currently working with RTO and MEC on implementation.	31/03/2023	
3.2	Growing Economy	63.	Complete and activate the extended co-working space and artist workshop components of the Maryborough Railway Station Activation Project	Manager Strategy and Economic Development	In Progress	75%	Building works commenced and on track for completion by 30 June.	30/06/2023	
3.2	Growing Economy	64.	Develop a Play Spaces Strategy	Manager Community Partnerships	In Progress	15%	Tender for project was awarded in January 2023 to Jeavons & Jeavons Pty Ltd. Inception meeting to be held in February to enable project commencement.	30/06/2023	
3.2	Growing Economy	65.	Commence implementation of the Maryborough Major Reserves Masterplans including completion of all the capital works projects and undertake a review of the rental payments	Manager Community Partnerships	In Progress	15%	Funding has been secured for several projects identified in the Masterplans - Jubilee Oval courts, Princes Park female friendly changerooms and JH Hedges netball court and lighting upgrade. Project scoping and design work is currently underway, before funding agreements are signed and project scopes are finalised.	30/06/2023	
3.2	Growing Economy	66.	Scope potential locations for bike self service stations in the Shire including bike parking in Maryborough	Manager Community Partnerships	Not Due To Start	0%			
3.3	Spaces & places	67.	Reduce obstructions on footpaths by developing a Safe Street Policy and program of works	Manager Statutory Services	Not Due To Start	0%		30/06/2023	
3.3	Spaces & places	68.	Review the amount of quality seating along highly pedestrianised routes including	Manager Infrastructure	Completed	100%	Seats have been installed around the Goldfields Dam, with the funding now exhausted.	30/06/2023	

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
			parks, public transport stops, walkways and areas near main streets to ensure they provide protection from the sun and inclement weather and enable ageing residents to make best use of the Shire's facilities						
3.3	Spaces & places	69.	Review installation priorities from pedestrian crossings with a focus on busy neighbourhood centres and meeting places	Manager Infrastructure	Not Due To Start	0%		30/06/2023	
3.3	Spaces & places	70.	Implement priority works and a revised procedures and maintenance regime at the Maryborough Aerodrome	Manager Infrastructure	In Progress	25%	Draft ??? procedure has been developed. Grant funding has also been received to progress with key safety improvements.	30/06/2023	
3.3	Spaces & places	71.	Develop a business case for long term management of the Maryborough Aerodrome	Manager Strategy and Economic Development	In Progress	50%	Consultants have been appointed and commenced work. On track for report to be completed in Q3 and presented to Council.	31/03/2023	
3.3	Spaces & places	72.	Update the Nolan Street Customer Service Centre and Offices to provide accessible and COVID Safe facilities	Manager Project Management Office	In Progress	5%	Final planning and scoping is underway.		
3.3	Spaces & places	73.	Install a drinking fountain in Bealiba	Manager Infrastructure	Completed	100%	Drinking Fountain has been installed already.		
3.3	Spaces & places	74.	Upgrade the electrical system in the Maryborough Town Hall	Manager Project Management Office	In Progress	40%	Tender is being re-advertised in February for works package, which now includes video conferencing and audio visual upgraded to the Council Chambers.		
3.3	Spaces & places	75.	Implement building structural upgrade works to Worsley Cottage, Maryborough	Manager Infrastructure	In Progress	25%	Works scheduled to commence in March 2023.	30/06/2023	
3.3	Spaces & places	76.	Identify and review the opportunity for glass bins located throughout the Shire	Manager Infrastructure	Not Due To Start	0%		30/06/2023	
3.3	Spaces & places	77.	Identify opportunities for glass and other recycled products to be utilised in products such as concrete and asphalt by trialling	Manager Infrastructure	In Progress	90%	Project works at Carisbrook are nearing completion which would see the trial delivered.	30/06/2023	

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
			and demonstrating products through grants						
3.3	Spaces & places	78.	Connect to other Councils in the Loddon and Grampians region through future forums (and informally) and encourage field days at facilities to exchange practical information	Manager Infrastructure	In Progress	25%	No formal Forum has not been set up yet; informal discussions take place in every 3 months. Waste Team will meet Sustainability Victoria in next week to discuss about the Networking opportunities.		
3.3	Spaces & places	79.	Waterway Management Plan for Carisbrook Governance Committee	Manager Community Engagement	Not Due To Start	0%			
3.3	Spaces & places	80.	Promote design intent of Indigenous Interpretive Garden including the rock wells and fire practices	Manager Tourism Events and Culture	Not Due To Start	0%	The expected completion date for the Garden is April 2024. Through the developmental phases, the design intent and approach which has included a Wartaka process with Dja Dja Wurrung community representatives, will remain front and centre,	31/03/2023	
3.3	Spaces & places	81.	Investigate options to track emissions data, including group procurement of emissions data management system in collaboration with other CVGA Councils	Manager Strategy and Economic Development	Completed	100%	Emissions data tracking system successfully procured - CGSC stand-alone contract tailored to our needs. To be implemented Q3.	30/09/2022	
3.4	Leading change	82.	Implement the new payroll system for Council to ensure efficiency and compliance with legislative requirements	Manager People and Culture	In Progress	80%	The new payroll system has been implemented, with stage one now operational. Stage two - self service kiosk - is due to be completed by end March 2023.	31/12/2022	
3.4	Leading change	83.	Investigate and implement a customer request management (CRM) tool in collaboration with Pyrenees Shire Council utilising the Rural Council Transformation Program funding to assist in the management and monitoring of customer interactions and complaint handling	General Manager Corporate Performance	In Progress	10%	Tender specification for Project Resources for Project Management and Analyst work reviewed by PCG and updated accordingly. It should be finalised and out to market mid February. The requirement to deliver the 'Rural Council IT Platform Strategy' council participation milestone in the Funding Agreement was achieved and signed off by DJPR on 21/12/2022. Note the project will go beyond 30 June 2023.	30/06/2023	
3.4	Leading change	84.	Implement the key actions identified in the Workforce Plan	Manager People and Culture	In Progress	70%	Progress has been made across all of the action plan strategies areas including Staff Culture and Engagement, Staff attraction and retention, Occupational Health & Safety and Professional Development and Training. The CEO provided	30/06/2023	

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Progress	Comments	Due Date	Traffic Lights
							an update to all staff on 7 February 2023 on the progress.		
3.4	Leading change	85.	Implement an Occupational Health and Safety review at the Depot	Manager People and Culture	Not Due To Start	0%		30/06/2023	
3.4	Leading change	86.	Develop and implement a Risk & Assurance system and culture change	Manager Governance Property and Risk	In Progress	0%	Memorandum of Understanding between Central Goldfields Shire and Hepburn Shire Councils has been signed to facilitate the collaborative procurement of Risk Management Services which will include the development of a Risk and Assurance System, and tools for training to engender culture change.	30/06/2023	
3.4	Leading change	87.	Work with Dja Dja Wurrung Corporation (in line with the Reconciliation Action Plan) to deliver Cultural Awareness Training across the organisation	Manager Community Engagement	Not Due To Start	0%			
3.4	Leading change	88.	Implement an Intranet platform	General Manager Corporate Performance	In Progress	20%	No further progress on this item. With staff shortages and other critical system demands it has not been further actioned.	31/03/2023	





## 8.6 S11A INSTRUMENT OF APPOINTMENT AND AUTHORISATION

**Author:** **Manager Governance Property and Risk**

**Responsible Officer:** **General Manager Corporate Performance**

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

### SUMMARY/PURPOSE

The purpose of this report is to recommend that Council adopt a S11A Instrument of Appointment and Authorisation for the Local Laws and Planning Compliance Officer.

The S11A Instrument of Appointment and Authorisation appoints Council staff under the *Planning and Environment Act 1987*, which allows them to fully discharge their duties and responsibilities under that Act.

### RECOMMENDATION:

1. *That Council adopt the attached S11A Instrument of Appointment and Authorisation for the member of Council staff set out in the Instrument.*
2. *The attached S11A Instrument of Appointment and Authorisation comes into force immediately and remains in force until Council determines to vary or revoke it.*
3. *That the attached S11A Instrument of Appointment and Authorisation be signed.*

### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2017-2021 (2018 Refresh) - Our Organisation

**Outcome:** Central Goldfields Shire is a proactive, well governed, professional and financially sustainable organisation.

**4.3 Objective:** Provide leadership in governance and Council decision making.

The S11A Instrument of Appointment and Authorisation is made in accordance with section 147 of the *Planning and Environment Act 1987* and section 313 of the *Local Government Act 2020*.

## **BACKGROUND INFORMATION**

The S11A Instrument of Appointment and Authorisation is specifically for authorised officers appointed under the *Planning and Environment Act 1987*.

Khiara Jenkinson has been appointed as the Local Laws and Planning Compliance Officer.

## **REPORT**

S11A Instrument of Appointment and Authorisation:

- Appoints the officers to be authorised officers for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
- Authorises the officers generally to institute proceedings for offences against the *Planning and Environment Act 1987* and the regulations made under that Act.

Authorisations need to be made for Local Laws and Planning Compliance Officer Khiara Jenkinson to be an authorised officer under the *Planning and Environment Act 1987*. In particular, this authorisation gives officers the power to access property when required.

As with the delegations under the *Planning and Environment Act 1987* these appointments and authorisations must be made by Council, and are not delegated to the CEO.

## **CONSULTATION/COMMUNICATION**

There is no requirement for community consultation in relation to the review of the Instruments. Affected staff will be provided with confirmation of the adoption of any Instruments.

## **FINANCIAL & RESOURCE IMPLICATIONS**

Council subscribes to the Delegations and Authorisations service provided by Maddocks, the cost of which is provided for in Council's budget. There are no other financial implications in reviewing the Instruments of Delegation.

## **RISK MANAGEMENT**

This report addresses Council's strategic risk Governance - Failure to transparently govern and embrace good governance practices. The use of the Maddocks authorisations service alleviates the potential risk of staff not being appropriately authorised in the

exercise of various powers and duties. The updates are done regularly and capture any legislative changes. The service is available to all Victorian Councils which enables consistency.

## **CONCLUSION**

The S11A Instrument of Appointment and Authorisation is required due to staffing changes at Council. The Instrument must be adopted by Council.

## **ATTACHMENTS**

1. S11A Instrument of Appointment and Authorisation.

*S11A Instrument of Appointment and Authorisation (Planning and Environment Act 1987)*

**Central Goldfields Shire Council**

**Instrument of Appointment and Authorisation**  
***(Planning and Environment Act 1987 only)***

## **Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)**

In this instrument "**officer**" means -

**Khiara Jenkinson**

**By this instrument of appointment and authorisation** Central Goldfields Shire Council -

1. under s 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
2. under s 313 of the *Local Government Act 2020* authorises the officer either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

**It is declared that** this instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This instrument is authorised by a resolution of the Central Goldfields Shire Council on 28 February 2023.

Signed:

Lucy Roffey  
**CHIEF EXECUTIVE OFFICER**

## 9. Notices of motion

## Notices of Motion

The Governance Rules provides that Councillors May Propose Notices Of Motion, Chapter 2, Division 4:

Councillors may ensure that an issue is listed on an agenda by lodging a Notice of Motion.

### 22. Notice Of Motion

22.1 A notice of motion must be in writing signed by a Councillor, and be lodged with or sent to the Chief Executive Officer at least one week before the Council meeting to allow sufficient time for him or her to include the notice of motion in agenda papers for a Council meeting and to give each Councillor at least 48 hours notice of such notice of motion.

22.2 The Chief Executive Officer may reject any notice of motion which:

22.2.1 is vague or unclear in intention

22.2.2 it is beyond Council's power to

pass; or

22.2.3 if passed would result in Council otherwise acting

invalidly but must:

22.2.4 give the Councillor who lodged it an opportunity to amend it prior to rejection, if it is practicable to do so; and

22.2.5 notify in writing the Councillor who lodged it of the rejection and reasons for the rejection.

22.3 The full text of any notice of motion accepted by the Chief Executive Officer must be included in the agenda.

22.4 The Chief Executive Officer must cause all notices of motion to be numbered, dated and entered in the notice of motion register in the order in which they were received.

22.5 Except by leave of Council, each notice of motion before any meeting must be considered in the order in which they were entered in the notice of motion register.

22.6 If a Councillor who has given a notice of motion is absent from the meeting or fails to move the motion when called upon by the Chair, any other Councillor may move the motion.

22.7 If a notice of motion is not moved at the Council meeting at which it is listed, it lapses.



## 9.1 MARYBOROUGH RAILWAY STATION GOODS SHED

**Councillor:** Cr Chris Meddows-Taylor

The following Motion was received in a Notice of Motion in accordance with Council's Governance Rule 22.

### **MOTION**

That Council:

1. Write to the Hon Jacinta Allan MP, Deputy Premier and Minister for Transport and Infrastructure requesting that the former Goods Shed at Maryborough Railway Station be made available to Council for community purposes and specifically for use by the Maryborough Men's Shed to enable its continued development, including plans to accommodate women within its membership, and that funding be allocated for appropriate fit out for its new purpose.
2. Advise Martha Haylett MP Member for Ripon accordingly and seek her continued advocacy with Government for this to be agreed and implemented.

### **Explanatory comments**

1. Maryborough Railway Station is a most significant and valued heritage asset which is not only an operating railway station for passenger and freight services but also is a treasured community and visitor hub.
2. This has been acknowledged by the Victorian Government through investment in its heritage restoration and more recently providing funding for its development to enabling wider use and attraction.
3. The former Goods Shed is an important feature within this heritage complex but is no longer used for its original purpose.
4. Approximately a decade ago the Victorian Government offered the former Goods Shed to Council for community use but despite interest, a definite proposal did not eventuate at that time and the offer lapsed.
5. The Maryborough Men's Shed performs a valued role in our community but its present location does not enable its growth and further development including possible options to include women, and a new location is desirable.
6. The former Goods Shed would be an ideal location for the Men's Shed and this is supported by the Maryborough Men's Shed organisation. It would also be an excellent example of sustainable reuse of this significant heritage asset.
7. The Victorian Men's Shed Program provides funding for Men's Sheds.

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The 'Comic Sans' font and background colour are being used in this report to improve accessibility.

8. Several discussions have been held with Martha Haylett MP Member for Ripon and her encouragement is appreciated. Council did include this proposal in its Election advocacy but it was unable to be settled before the Election.

Cr Chris Meddows-Taylor

21/2/2023

# 10. Urgent business

*Council meeting*

## **Urgent Business**

The Governance Rules provide for urgent business as follows:<sup>1</sup>

If the agenda for a Council meeting makes provision for urgent business, business cannot be admitted as urgent business other than by resolution of Council and only then if it:

1. 1 relates to or arises out of a matter which has arisen since distribution of the agenda; and
2. 2 cannot safely or conveniently be deferred until the next Council meeting.

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<sup>1</sup> Chapter 2, Rule 20.

# 11. Confidential business

## Confidential Business

The public transparency principles include that Council decision making processes be transparent except when the Council is dealing with information that is confidential by virtue an Act.<sup>1</sup>

Except in specified circumstances, Council meetings must be kept open to the public.<sup>2</sup> One circumstance is that the meeting is to consider confidential information.<sup>3</sup>

If a Council determines that a meeting is to be closed to the public to consider confidential information, the Council or delegated committee must record in the minutes of the meeting that are available for public inspection:<sup>4</sup>

- (a) the ground or grounds for determining to close the meeting to the public by reference to the grounds specified in Act's definition of confidential information;<sup>5</sup>
- (b) an explanation of why the specified ground or grounds applied.

Confidential information, as defined by the *Local Government Act 2020*,<sup>6</sup> is:

- (a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;
- (b) security information, being information that if released is likely to endanger the security of Council property or the safety of any person;
- (c) land use planning information, being information that if prematurely released is likely to encourage speculation in land values;
- (d) law enforcement information, being information which if released would be reasonably likely to prejudice the investigation into an alleged breach of the law or the fair trial or hearing of any person;
- (e) legal privileged information, being information to which legal professional privilege or client legal privilege applies;
- (f) personal information, being information which if released would result in the unreasonable disclosure of information affairs;
- (g) private commercial information, being information provided by a business, commercial or financial undertaking that—
  - (i) relates to trade secrets; or
  - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;
- (h) confidential meeting information, being the records of meetings closed to the public under section 66(2)(a);

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<sup>1</sup> *Local Government Act 2020*, s 58 (a). <sup>2</sup> *LGA 2020* s 66 (1).

<sup>3</sup> *LGA 2020* s 66 (2) a).

<sup>4</sup> *LGA 2020* s 66 (5).

<sup>5</sup> Section 3 (1).

<sup>6</sup> Section 3 (1).

- (i) internal arbitration information, being information specified in section 145;
- (j) Councillor Conduct Panel confidential information, being information specified in section 169;
- (k) information prescribed by the regulations to be confidential information for the purposes of this definition;
- (l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989;

The Governance Rules provide for information relating to a meeting to be confidential:<sup>7</sup>

- If the Chief Executive Officer is of the opinion that information relating to a meeting is confidential information within the meaning of the *Local Government Act 2020*, he or she may designate the information as confidential and advise Councillors and/or members of Council staff in writing accordingly.
- Information which has been designated by the Chief Executive Officer as confidential information within the meaning of the Act, and in respect of which advice has been given to Councillors and/or members of Council staff in writing accordingly, will be presumed to be confidential information.

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<sup>7</sup> Chapter 6.

## 12. Meeting closure