



GOLDEN PLAINS SHIRE

AGENDA

Council Meeting

9:00am Monday 23 December 2024

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

NEXT COUNCIL MEETING
To be determined

Copies of Golden Plains Shire Council's Agendas & Minutes
Can be obtained online at www.goldenplains.vic.gov.au

Code of Conduct Principles

WORKING TOGETHER

We Councillors will:

- acknowledge and respect that a diversity of opinion exists among us;
- recognise that each of us has different life experience, knowledge and values, and that all of these contribute collectively to our discussions;
- behave with courtesy towards each other, Council officers and our citizens;
- conform to the policy and precedents that guide the conduct of meetings;
- attend punctually and participate in all relevant meetings, workshops and briefings;
- share reasonably in the representation, ceremonial and hosting tasks of the full Council; and
- honour the majority decisions made by the Council, irrespective of our own position, and explain these decisions frankly to the community, once made.

BEHAVING WITH INTEGRITY

We Councillors will:

- identify our financial and personal interest, or potential interest, in any matter that comes before the Council;
- be honest and truthful;
- comply with laws and the regulations deriving there from;
- respect Council property and be frugal in its use, where allowed;
- avoid using our position for personal gain or to achieve advantage over others or to obtain preferential treatment;
- be sympathetic to the legitimate concerns of our citizens;
- act impartially when making decisions and have due regard to the needs of the community as a whole, rather than that of narrow vested interest; and
- acknowledge the role of Council officers in providing advice to us and in implementing Council decisions.

MAKING COMPETENT DECISIONS

We Councillors will:

- without diminishing the short term focus, approach decisions with due regard to the long term needs of the municipality;
- form policies with regard to the needs of the entire Shire;
- direct our attentions to the strategic and statutory needs of the municipality rather than short term, transient, operational issues;
- seek to fully inform ourselves on the issues before Council before making a decision;
- take all reasonable steps to improve our knowledge of matters relevant to our municipal duties; and
- use and respect the professional knowledge of Council officers and other advisers to Council.

Membership

Councillors

Cr Sarah Hayden, Mayor
Cr Des Phelan
Cr Brett Cunningham
Cr Emma Robbins
Cr Helena Kirby
Cr Owen Sharkey

Officers

Shane Walden, Chief Executive Officer
Emma Wheatland, Acting Director Community, Planning and Growth
Governance Coordinator

Members of the Gallery

Welcome to a Golden Plains Shire Council meeting and thank you for joining us.

MEETING PROCEDURES

The procedures for this Council meeting are provided in Council's Governance Rules. A copy of the Governance Rules can be found on Council's [website](#).

MEETING FACILITIES

Council meetings are generally held at:

- Golden Plains Shire Council Civic Centre (2 Pope Street, Bannockburn)
- The Well, Smythesdale (19 Heales Street, Smythesdale)

EXPECTATIONS OF THE GALLERY

Council meetings are decision-making forums and it is important that they are open to the community to attend and view proceedings. Community members may participate in Council meetings in accordance with Chapter 2, Division 7 of the Governance Rules.

At each meeting, there is an opportunity for members of the public to ask questions of the Council. Questions must be submitted to Council no later than 10:00am on the day of the meeting in order to be asked at the meeting.

Members of the public present at Council meetings must remain silent during the proceedings except when specifically invited to address the meeting. Mobile devices are permitted for silent use but must not be used for recording, talking or any usage that generates noise, unless permission is granted by the Chairperson of the meeting.

The Chairperson of the meeting may remove a person from the meeting if the person continues to interject or gesticulate offensively after being asked to desist. The Chairperson may cause the removal of any object or material that is deemed by them to be objectionable or disrespectful.

The Chairperson may call a break in a meeting for either a short time or to resume another day if the behaviour at the Council table or in the gallery is significantly disrupting the meeting.

RECORDING OF MEETINGS

Council meetings are recorded and streamed live on the internet. Recordings are archived and available on Council's [Youtube page](#).

All care is taken to maintain your privacy however as a visitor in the public gallery, your presence may be recorded.

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1 OPENING DECLARATION

We the Councillors of Golden Plains Shire declare that we will undertake, on every occasion, to carry out our duties in the best interest of the community and that our conduct shall maintain the standards of the code of good governance so that we may faithfully represent and uphold the trust placed in this Council by the people of Golden Plains Shire

2 ACKNOWLEDGEMENT OF COUNTRY

Golden Plains Shire spans the Traditional lands of the Wadawurrung and Eastern Maar Peoples.

Council acknowledges them as the Traditional Owners and Custodians and pays its respects to both Wadawurrung and Eastern Maar Elders past, present and emerging.

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

3 APOLOGIES AND LEAVE OF ABSENCE**4 DECLARATION OF CONFLICT OF INTEREST**

5 BUSINESS REPORTS FOR DECISION

5.1 COUNCIL MEETING DATES 2025

File Number:

Author: Shane Walden, Chief Executive Officer

Authoriser: Shane Walden, Chief Executive Officer

Attachments: Nil

RECOMMENDATION

That Council adopts the following schedule for the 2025 Scheduled Council Meetings and Audit & Risk Committee Meetings

Council Meetings (Scheduled)

Meeting Day	Meeting Date	Time	Place
Tuesday	25 February 2025	6:00pm	Bannockburn
Tuesday	25 March 2025	6:00pm	Smythesdale
Tuesday	1 April 2025 (Budget Submissions)	6:00pm	Bannockburn
Tuesday	22 April 2025	6:00pm	Bannockburn
Tuesday	27 May 2025	6:00pm	Smythesdale
Tuesday	24 June 2025	6:00pm	Bannockburn
Tuesday	22 July 2025	6:00pm	Smythesdale
Tuesday	26 August 2025	6:00pm	Bannockburn
Tuesday	23 September 2025	6:00pm	Smythesdale
Tuesday	28 October 2025	6:00pm	Bannockburn
Tuesday	11 November 2025 (Mayoral Election) (Note: Remembrance Day)	6:00pm	Bannockburn
Tuesday	25 November 2025	6:00pm	Smythesdale
Tuesday	16 December 2025 (Note: 3 rd Tuesday due to Christmas)	6:00pm	Bannockburn

Audit & Risk Committee Meetings

Meeting Day	Meeting Date	Time	Place
Tuesday	11 February 2025	9:00am	Bannockburn
Tuesday	13 May 2025	9:00am	Bannockburn
Tuesday	9 September 2025	9:00am	Bannockburn
Tuesday	11 November 2025	9:00am	Bannockburn

EXECUTIVE SUMMARY

This agenda item to discuss and confirm the 2025 dates for Council Scheduled Council Meetings and Audit & Risk Committee Meetings.

BACKGROUND

Council holds Council Meetings in accordance with Golden Plains Shire Council's Governance Rules and Section 61 and of the Local Government Act 2020 (the Act).

Section 12 of the Governance Rules state that at or before the last Scheduled Council Meeting each calendar year, Council must fix the date, time and place of all Scheduled Council Meetings and any Delegated Committee Meetings for the following calendar year.

DISCUSSION

Council's historic practice is to hold Council Meetings on the fourth Tuesday of each month, commencing at 6:00p.m.

Some supporting factors for this time are as follows:

- it allows people (including community members) to finish work and attend the council meeting
- it provides a break in which councillors can eat a light dinner before council meetings

Some challenges with this time are as follows:

- for fulltime councillors it can make for a long 'work day'
- wherever the meeting is held, councillors and officers must drive some distance to get home following the meeting. This is not a major issue in summer; however, in winter, this has people driving in the dark

Councillors should also consider the community, noting that most community participation is online rather than in person.

It is noted that the Council does not typically hold a meeting in January, with the first meeting of 2025 planned for February. The December Scheduled Council Meeting is scheduled earlier to coincide with the summer holiday period.

There is less flexibility with the Audit and Risk Committee Meetings as the timing (being on the 2nd Tuesday at 9:00am) is the current practice, and any change would require further discussion with the chair and independent members.

During the Scheduled Council Meeting on 17 December 2024 there was a motion to include an opportunity for two Council meetings at Linton. There has been significant investigation of the opportunity for Council meetings to be held at Linton. In brief, officers identified the following:

- there is a combination of internet bandwidth and hardware complexities that impact live streaming from the Linton Town Hall. The available services (including satellite) still do not provide the necessary bandwidth to enable the simultaneous live stream of Council meetings and permit the virtual attendance of community members / Councillors; and
- when compared to The Well, Smythesdale, Linton Town Hall has significantly lower disability access and inclusion infrastructure capability. The age of the Town Hall is a barrier to having these issues fully resolved.

REPORTING AND COMPLIANCE STATEMENTS

Local Government Act 2020 (LGA 2020)

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

GOVERNANCE PRINCIPLES

The overarching governance principles in s.9 of the Local Government Act 2020 include:

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

The meetings' timing, date, and location are designed to achieve the best outcomes for the municipal community. Council meetings are held in two locations. The community can access the Council meetings through in-person attendance, live streaming, or watching the meeting later at their leisure.

POLICY/RELEVANT LAW

This report is guided by the Local Government Act 2020.

COMMUNITY ENGAGEMENT

Community engagement is not required for this item.

PUBLIC TRANSPARENCY

Public transparency is provided by ensuring that the community can access the Council meetings through in-person attendance, live streaming, or watching the meeting later at their leisure.

SERVICE PERFORMANCE

This report considers the service performance principles under s.106 of the LGA 2020, and includes information about:

- Council's equitable and responsive services;
- accessibility of services, quality and cost standards;
- demonstrating good value, and improvement in services.

RISK ASSESSMENT

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

Section 12 of the Governance Rules state that at or before the last Scheduled Council Meeting each calendar year, Council must fix the date, time and place of all Scheduled Council Meetings and any Delegated Committee Meetings for the following calendar year.

If this report is not progressed and dates for next year are not set, the Council will be in contravention of its policy. There is no further ability to hold Unscheduled Council Meetings in 2024.

COMMUNICATION

The minutes of this Council Meeting will be published on the Golden Plains Shire Council website. All agreed dates and times for meetings in 2025 will be added to the Golden Plains Shire Council Website.

HUMAN RIGHTS CHARTER

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

OPTIONS

Option 1 - That Council resolves to adopt the schedule for the 2025 Council Meetings.

This option is recommended by officers as it ensures compliance with the Governance Rules.

Option 2 - That Council resolves to adopt another Option for the schedule for the 2025 Council Meetings.

This option is not recommended by officers as there is no further ability to have Unscheduled Council Meetings before the end of 2024 if resolution is not reached.

CONFLICT OF INTEREST

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

CONCLUSION

Council is required to confirm Council Meeting and Audit and Risk Committee Meeting dates for 2025. The officer recommendation enables compliance to this requirement.