



Glenelg Shire Council
Minutes of the Council Meeting held on
Tuesday 27 February 2024 at 5:30 pm at
Glenelg Shire Offices
71 Cliff Street, Portland

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1. PRESENT

Cr Karen Stephens (Mayor), Cr Scott Martin, Cr Robyn McDonald, Cr John Northcott and Cr Gilbert Wilson. Cr Michael Carr attended via Teams.

Also in attendance were the Chief Executive Officer (Mr Greg Wood), Director Corporate Services (Mr David Hol), Director Community Services (Ms Jayne Miller), Director Assets (Mr Stuart Husband), Chief Information Officer (Ms Ann Kirkham), Executive Manager Organisational Development (Ms Shelley Bourke), Regulatory Services Manager (Mr Matthew Berry), Executive Assistant CEO Department (Ms Laura Van Oosten) and Executive Assistant Community Services (Ms Jasper Smith).

2. ACKNOWLEDGEMENT OF COUNTRY

The Mayor read the Acknowledgement of Country.

3. RECORDING OF MEETINGS

To those present in the gallery today, by attending a public meeting of the Council you are consenting to your image, voice and comments being recorded and published. Council meetings may be livestreamed and the Chief Executive Officer will enable a copy of the recording to the public.

4. RECEIPT OF APOLOGIES

Cr Alistair McDonald.

5. CONFIRMATION OF MINUTES**5.1. CONFIRMATION OF MINUTES****Recommendation**

That the minutes of the Council Meeting held on Tuesday 23 January 2024, as circulated, be confirmed.

MOTION**MOVED Cr Martin**

That the minutes of the Council Meeting held on Tuesday 23 January 2024, as circulated, be confirmed.

SECONDED Cr R McDonald**CARRIED**

FOR: Mayor Cr Stephens, Cr Carr, Cr Martin, Cr Northcott, Cr Wilson, and Cr R McDonald

AGAINST: Nil

5.2. RECORD OF COUNCILLOR BRIEFINGS

Director: David Hol, Director Corporate Services

Executive Summary

This report provides for Council to receive a record of any recent Councillor Briefing sessions undertaken from the period commencing the 23 January 2024.

Recommendation

That Council receives the record of the Councillor briefings held on the 23 January 2024 and the 13 February 2024.

Background/Key Information:

The Glenelg Shire Council Governance Rules as adopted on the 23 January 2024 require that a record is kept of each Councillor Briefing and that the record is tabled at an open Council meeting (excluding any confidential matters).

The record is to include a list of matters presented and any Conflict-of-Interest declarations together with any actions taken to resolve declared conflicts.

The objective of submitting the record to a Council meeting is to ensure public transparency in Council decision making processes.

a. Council Plan and Policy Linkage

Our Voice and Action - A highly engaged and capable local government, leading Glenelg to ensure the needs and aspirations of our community are realised.

b. Legislative, Legal and Risk Management Considerations

Whilst not a legislative obligation, the records are tabled at a Council meeting in accordance with Governance Rule number 68

c. Consultation and/or communication processes implemented or proposed

Not applicable

d. Financial Implications and Collaboration

Councillor Briefings and the records keeping obligations are provided for within the adopted operational budgets.

e. Governance Principles

The transparency of Council decisions, actions and information is to be ensured.

Attachment List

1. Councillors Briefing Record 23 Jan 2024 [5.2.1 - 1 page]
2. Councillor Briefing Record 13 Feb 2024 [5.2.2 - 1 page]

MOTION**MOVED Cr Northcott**

That Council receives the record of the Councillor briefings held on the 23 January 2024 and the 13 February 2024.

SECONDED Cr Wilson**CARRIED**

FOR: Mayor Cr Stephens, Cr Carr, Cr Martin, Cr Northcott, Cr Wilson and Cr R McDonald

AGAINST: Nil

6. DECLARATIONS OF CONFLICT OF INTEREST

Cr Carr declared a general Conflict of Interest in item 9.3 and advised this prior to the meeting.

Cr Wilson and Cr Martin declared a general conflict of interest in item 9.2 and advised this prior to the meeting.

Cr Northcott declared a general conflict of interest in item 13.3 and advised this prior to the meeting.

7. COUNCILLOR ACTIVITY REPORTS**7.1. COUNCILLOR ACTIVITY REPORT 1 JANUARY - 9 FEBRUARY 2024****Recommendation**

That Council notes the Councillor Activity Reports for 1 January to 9 February 2024.

MOTION**MOVED Cr Wilson**

That Council notes the Councillor Activity Reports for 1 January to 9 February 2024.

SECONDED Cr R McDonald**CARRIED**

FOR: Mayor Cr Stephens, Cr Carr, Cr Martin, Cr Northcott, Cr Wilson and Cr R McDonald

AGAINST: Nil

Councillor Activity Report 1 January – 9 February 2024**Cr STEPHENS, MAYOR**

Date	Meeting/Event	Location	Comments (Optional)
09/01/2024	Discussion with Minister Tierney in relation to the recent 'Impact of Floods' in the Glenelg Shire	Via phone	Minister reaching out to see what support needed from the State Government
18/01/2024	MS Regatta Cruise Ship	Portland	Greet visitor on wharf and provide information on township and surrounds.
23/01/2024	Ordinary Council Meeting	Portland	Monthly Council Meeting
24/01/2024	Citizenship Ceremony	Portland	Confer 6 new Australian Citizens
26/01/2024	Gunditjmara Community Survival Day Event	Portland	Invited to speak at event
27/01/2024	Hooked on Portland event	Portland	A major tourism event for the Shire
28/01/2024	Australia Day celebration	Casterton	Community gathering at Island Park
31/01/2024	Heywood Rural Health meeting with CEO & Board Director	Heywood	Meeting to provide update on activities and strategic plans for HRH

31/01/2024	Pacific Green Energy Park project briefing	Portland	Meeting with Managing Director & Business Development Director for briefing on project.
03/02/2024	Portland Community Garden 10 th Birthday Celebration	Portland	Attend and thank Wayne Barrett and team for their amazing work & celebrate 10 years of operations.
06/02/2024	Draft Budget 2024-25 Drop-In Session	Nelson	Community information session
07/02/2024	Draft Budget 2024-25 Drop-In Session	Dartmoor	Community information session
08/02/2024	Great South Coast Barwon MAV Regional Meeting	Online	Regional meeting to discuss activities across the region that affect councils on government decisions.
09/02/2024	Cruise Ship 'Azamara' visit	Portland	Greet visitors to Portland and attend invitation from Captain to board vessel and exchange plaques with the Port of Portland to acknowledge that this is the 'maiden voyage' of the ship into Portland.

Cr CARR

Date	Meeting/Event	Location	Comments (Optional)
15/01/2024	Southwest Golf Classic - Heywood Golf Club	Heywood	Assisted Volunteer organisers during awards and presentations
18/01/2024	Cruise Ship MS Regatta Visit to Portland	Portland	Welcomed visitors to Portland and the Glenelg Shire
26/01/2024	Nelson Community awards	Nelson	Congratulations to Fraser Thomas on the Nelson community's citizen of the year award
06/02/2024	Draft Budget Community session in Nelson	Nelson	
07/02/2024	Draft Budget Community session in Dartmoor	Dartmoor	
09/02/2024	Cruise Ship Azamara Visit to Portland	Portland	Welcomed visitors to Portland and the Glenelg Shire

Cr MARTIN

Date	Meeting/Event	Location	Comments (Optional)
29/01/2024	VTIC – Global Tourism Campaign. Visit Victoria	Online	ATE – Contact GORT to find out what our strategy is. Possibly team up with Moyne + Southern Gramps
23/01/2024	Council Meeting	In Person	OCM
January 2024	Cape Bridgewater Tourism and Recreation + DECCA	In Person	Changing from a councillor position to a now active member of group. Declare future conflicts of interest.
January 2024	Meeting fellow councillors, regional councillors and rate payers	In Person	During the month of January impromptu discussions with various people at work on a variety of topics. Nearly all are not planned. Est. 20 – 30 meetings

Cr A MCDONALD

No report provided.

Cr R MCDONALD

Date	Meeting/Event	Location	Comments (Optional)
23/01/2024	Council Meeting	Portland	
24/01/2024	Citizenship Ceremony	Portland	Privileged to be able to meet them all.
26/01/2024	Heywood Community Volunteer Recognition Event	Heywood	A great event. Such a strong community due to their dedicated volunteers.
26/01/2024	Hooked on Portland	Portland	Incredible to see so many out and about despite the weather.
02/02/24	Portland Community Garden (10 year milestone celebration)	Portland	Great to celebrate a vision developed by incredible support across the community.
09/02/24	Michelle's Walk to beat Breast Cancer	Portland	An explosion of pink, positivity and hope.

Cr NORTHCOTT

Date	Meeting/Event	Location	Comments (Optional)
18/01/2024	MS Regatta Cruise Ship	Portland	
18/01/2024	Councillor only meeting	Portland	
23/01/2024	Ordinary Council Meeting	Portland	Monthly Council Meeting
26/01/2024	Australia Day Event	Merino	

Cr WILSON

No report provided.

8. SUBMISSIONS

Submissions to be received on P23112 Planning Application at 12 Henty Street Portland.

Nil.

9. MANAGEMENT REPORTS

9.1. GLENELG SHIRE COUNCIL FINANCIAL REPORT JANUARY 2024

Director: David Hol, Director Corporate Services

Executive Summary

The financial report is a key document in assuring responsible and responsive governance and decision making. This high-level report is provided to give Council the ability to monitor Glenelg Shire's financial performance.

Recommendation

That Council receives the financial report for the period ending January 2024.

MOTION

MOVED Cr Martin

That Council receives the financial report for the period ending January 2024.

SECONDED Cr R McDonald

CARRIED

FOR: Mayor Cr Stephens, Cr Carr, Cr Martin, Cr Northcott, Cr Wilson and Cr R McDonald

AGAINST: Nil

Background/Key Information:

The 2023/24 Annual Budget was adopted by Council on 27 June 2023.

This report provides information on the current status of Council's financial position and performance and includes:

- Comprehensive Income Statement;
- Balance Sheet;
- Statement of Cash Flows; and
- Statement of Capital Works.

The Adopted Budget is the Budget endorsed by Council at the Council Meeting held on 27 June 2023. The Forecast Budget reflects those transactions that were not known at this point in time.

There have been no changes to the forecast budget for income and expenditure from the previous month. As a result the cash position forecast at 30 June 2024 of \$7.7M remains unchanged from the previous month.

a. Council Plan and Policy Linkage

Our Voice and Action - A highly engaged and capable local government, leading Glenelg to ensure the needs and aspirations of our community are realised.

b. Legislative, Legal and Risk Management Considerations

This report is prepared monthly and is in addition to the requirements set out in the *Local Government Act 2020* Division 2, Section 97 where Council is required to prepare a quarterly budget report to be submitted to Council.

Also, in accordance with Division 4, Section 101 Council is required to consider the following Financial Management Principles:

- Revenue, expenses, assets, liabilities, investments and financial transactions must be managed in accordance with a Council's financial policies and strategic plans;
- Financial risks must be monitored and managed prudently having regard to economic circumstances.

c. Consultation and/or communication processes implemented or proposed

The finance report is prepared monthly for Council and submitted to the Audit and Risk Committee quarterly.

d. Financial Implications and Collaboration

The resourcing of the preparation of the financial report and year-end audit of the financial statements is provided for in the adopted budget.

The financial report is a key document that is required to monitor Council's budget and financial result.

The financial report provides commentary on all material variances (Greater than 10% or \$500K) to the adopted 2023/24 budget.

The information in this report contributes to various strategic planning documents under Council's strategic planning framework, including the Annual Budget, Financial Plan and Revenue and Rating Plan.

e. Governance Principles

The ongoing financial viability of the Council is to be ensured.

Attachment List

1. Financial Statements 2023 2024 - January 2024 [9.1.1 - 7 pages]

9.2. P23112 PLANNING APPLICATION AT 12 HENTY STREET PORTLAND

Director: David Hol, Director Corporate Services

Executive Summary

This report requests Council determination on planning permit application P23112, which seeks planning approval for use of land to sell and consume liquor 'Cafe Licence' at 12 Henty Street, Portland.

The application has been referred to Council for determination in line with Council's Planning Delegation and Decision Guidelines Policy and Governance rules due to the number of submissions. The Planning Unit has assessed the application against the planning scheme and considered all submissions and recommends that a permit can be issued.

Recommendation

That Council issues a Notice of Decision to grant a permit for use of land to sell and consume liquor 'Cafe Licence' at 12 Henty Street, Portland in accordance with red line plan circulated in Attachment 5 and notice of decision circulated in Attachment 4.

Cr Martin and Cr Wilson re declared a Conflict in item 9.2 Planning Application at 12 Henty Street Portland and left the meeting at 5:49 pm.

MOTION**MOVED Cr Northcott**

That Council issues a Notice of Decision to grant a permit for use of land to sell and consume liquor 'Cafe Licence' at 12 Henty Street, Portland in accordance with red line plan circulated in Attachment 5 and notice of decision circulated in Attachment 4.

SECONDED Cr Carr**CARRIED**

FOR: Mayor Cr Stephens, Cr Carr, Cr Northcott and Cr R McDonald

AGAINST: Nil

Cr Martin and Cr Wilson returned to the meeting at 5.54pm.

Background/Key Information:

The applicant has applied for permission to sell and consume liquor on premises associated with an 'as of right' retail premises. Restaurant is defined by the planning scheme (a Café use is not defined in the planning scheme and would have its general dictionary meaning), they would be nested under Food & Drink Premises. Under the *Liquor Control Reform Act* the ordinary trading hours are defined for a Restaurant and Café Licence as follows:

- 7am to 11pm, Monday to Saturday (excluding ANZAC Day and Good Friday)
- 10am to 11pm on Sunday
- Noon to 11pm, ANZAC Day and Good Friday

This application proposes the following licenced trading hours for special events from 12 midday to 12 midnight. The proposed redline plan covers the entire floorplan of the café except the staff amenities area. It does not include the common property stairs and lift that provide access to this site and residential units in the building.

The site is at 12 Henty Street. The building contains commercial and residential components. The Restaurant/Café occupies Parts A & B on PS602916Q in the front of the building at street level. (Each part (A & B) include an ancillary unit – the second being an underground car parking space). The building also contains 6 residential units.

In processing this application P23112, it attracted 10 submissions from eight parties objecting to the proposal contained in attachment 2. The key issues raised in objections include:

- Concerns over safety and threatening behaviour
- Owner Corporation Issues
- Increase in rubbish
- Car parking deficiency
- Load and unloading of vehicles
- Amenity concerns of noise and patron behaviour.

The land is zoned as Commercial 1 Zone, within the central business district of Portland.

The Officer report in Attachment 3 details the processing of this application and assessment against the planning scheme. Assessment recommends that the application can be supported.

This is subject to liquor licence hours being conditioned to 11pm, instead of 12pm, consistent with ordinary trading hours for this type of licence. Conditions to address issues of noise and amenity such as patron management plan and loading/unloading of vehicles have been recommended.

Attachment 4 contains the recommended Notice of Decision with conditions for this proposal.

a. Council Plan and Policy Linkage

Our Education, Employment and Industry - Adapting and growing a diverse economy to embrace employment of the future and educational opportunities.

Our Lifestyle, Neighbourhood and Culture - Creating enriched and vibrant lives through experiences, safe and well-planned neighbourhoods.

Our Health and Wellbeing - Supporting the Glenelg community to thrive by being healthy, inclusive and well.

Our Voice and Action - A highly engaged and capable local government, leading Glenelg to ensure the needs and aspirations of our community are realised.

b. Legislative, Legal and Risk Management Considerations

The *Planning and Environment Act 1987* gives a legal basis for the Glenelg Planning Scheme. The Glenelg Planning Scheme sets out policies and provisions for use, development and protection of land. Planning schemes are legal documents prepared by the Council or the Minister for Planning and approved by the Minister.

c. Consultation and/or communication processes implemented or proposed

The application was publicly notified and referred in accordance with the Section 52 of the *Planning and Environment Act 1987*. Ten objections from eight submitters were received in response to this notice.

Deputations to Councillors from all submitters and the applicant were invited as part of considering this application in line with Governance rules.

d. Financial Implications and Collaboration

The assessment of permit applications is part of regular operations of the Planning Unit of which it receives application fee.

e. Governance Principles

Local, Regional, state and national plans and policies are to be taken into account in strategic planning and decision making.

Council decisions are to be made and actions taken in accordance with the relevant law.

The transparency of Council decisions, actions and information is to be ensured.

Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

The economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Attachment List

1. Attachment 1 Redacted Application Documentation [9.2.1 - 21 pages]
2. Attachment 2 Redacted Submissions [9.2.2 - 14 pages]
3. Attachment 3 P 23112 Officer Report [9.2.3 - 20 pages]
4. Attachment 4 Notice of Decision [9.2.4 - 4 pages]
5. Attachment 5 Red line plan [9.2.5 - 1 page]

9.3. C110GELG - PLANNING SCHEME REVIEW 2023 IMPLEMENTATION

Director: David Hol, Director Corporate Services

Executive Summary

Amendment C110gelg (the amendment) has been prepared ready to seek authorisation from the Minister for Planning to prepare and exhibit the amendment. The amendment seeks to implement the findings of the Planning Scheme review 2023 into the Glenelg Planning Scheme (the planning scheme) and to make other necessary ordinance changes.

Recommendation

That Council seeks authorisation from the Minister for Planning under Section 8A (3) of the *Planning and Environment Act 1987* to prepare and exhibit Glenelg Planning Scheme Amendment C110gelg.

Cr Carr re declared a Conflict in item 9.3 C110gelg Planning Scheme Review 2023 Implementation and left the meeting at 5:55 pm.

MOTION

MOVED Cr Wilson

That Council seeks authorisation from the Minister for Planning under Section 8A (3) of the *Planning and Environment Act 1987* to prepare and exhibit Glenelg Planning Scheme Amendment C110gelg.

SECONDED Cr Martin

CARRIED

FOR: Mayor Cr Stephens, Cr Martin, Cr Northcott, Cr Wilson and Cr R McDonald
AGAINST: Nil

Cr Carr returned to the meeting at 6:01 pm.

Background/Key Information:

The Planning Scheme Review 2023 (the review) was adopted by Council at the May 2023 Council Meeting (refer to Attachment 1). The review made recommendations to Council for immediate implementation into the planning scheme as well as further strategic work to be completed in the short term.

In summary the Amendment C110 seeks to:

- Make changes to the local planning policy framework, including updating the Strategic Framework Plan for the Shire at Clause 02.04 and to align the Vision at Clause 02.02 with the Council Plan 2021-25.

- Align the Planning Policy Framework at Clause 02.02 Vision and Schedule to Clause 74.02 Further Strategic Work in the Planning Scheme with the Council Plan 2021-25 and Glenelg Shire 2040 Our Future Together Community Vision.
- Make administrative changes such as corrections, updating ordinance and references, and to align with the Ministerial Direction.
- Updates the referral of permit applications under local provisions at Clause 66.04.
- Reduce the setback planning permit requirement to waterways and wetlands in the Farming and Rural Living Zones.

These changes are in line with the recommendations of the Planning Scheme Review 2023.

Key stakeholder consultation has been completed on the draft amendment as detailed in below. The amendment will undergo a statutory period of public consultation after authorisation is received from the Minister for Planning.

The amendment package is attached to the report (refer to Attachment 2 - Explanatory Report, Attachment 3 – Instruction Sheet, Attachment 4 – Planning Scheme Ordinance).

a. Council Plan and Policy Linkage

The amendment is consistent with the Council Plan objectives and seeks to implement key aspects of the Council plan into the planning scheme as part of further strategic work.

b. Legislative, Legal and Risk Management Considerations

The amendment is required to amend the planning scheme ordinance.

In order for the changes to have statutory effect they are required to be included in the planning scheme via a planning scheme amendment. This process is set out in the *Planning and Environment Act 1987*.

c. Consultation and/or communication processes implemented or proposed

Stakeholder consultation has occurred with internal stakeholders, including the Airport Manager and airport design consultant, the Environmental Protection Authority (EPA), Glenelg Hopkins Catchment Management Authority (GHCMA), and the Department of Transport and Planning (DTP).

The amendment will require formal exhibition under the *Planning and Environment Act 1987* (the Act). This will be done in the manner prescribed by the Act.

Newspaper and website advertising will occur. The complete amendment package will be available for viewing at the Portland, Heywood, and Casterton customer service centres.

If objections are received with issues that cannot be resolved an independent planning panel will be required to consider those matters and make a recommendation to Council.

The amendment does not require adoption by Council until after the statutory period of public consultation (exhibition) has occurred and consideration of any submissions received has occurred.

d. Financial Implications and Collaboration

The project has been undertaken within the operational budget of the Planning Unit.

Should a Planning Panel be required it is estimated that up to \$20,000 may be required, which would be covered by the operational budget.

e. Governance Principles

Local, Regional, state and national plans and policies are to be taken into account in strategic planning and decision making.

Attachment List

1. Planning Scheme Review 2023 [9.3.1 - 33 pages]
2. Explanatory Report C110gelg [9.3.2 - 4 pages]
3. Instruction Sheet C110 gelg [9.3.3 - 2 pages]
4. Planning Scheme Ordinance C110gelg [9.3.4 - 134 pages]

9.4. VOLUNTEER AWARDS 2024

Director: Jayne Miller, Director Community Services

Executive Summary

This report outlines a proposal to host, during Volunteer Week, a combination of volunteer celebrations and acknowledgement activities as well as a new Shire-wide Community Awards Event.

Recommendation

That Council during Volunteer Week:

1. Presents a Community Awards Event offering the categories of:
 - Senior of the Year Award
 - Youth of the Year Award
 - Community Group of the Year Award
 - Volunteer of the Year Award
 - Diversity and Inclusion Award
 - Arts and Culture Award
 - Outstanding Achievement Award
2. Undertakes volunteer appreciation activities across the Shire and Council administration provide a report to Council with recommendations for Community Awards winners.

MOTION

MOVED Cr Wilson

That Council, during Volunteer Week:

1. **Conducts volunteer and recognition events in the following towns:**
 - **Nelson**
 - **Heywood**
 - **Casterton**
 - **Portland**
2. **Presents the following awards:**
 - **Citizen of the Year Award**
 - **Senior Citizen of the Year**
 - **Youth Citizen of the Year Award**
 - **Community Group of the Year Award**
 - **Volunteer of the Year Award**
 - **Diversity and Inclusion Award**
 - **Arts and Culture Award**
 - **Outstanding Achievement Award**
3. **Council administration provides a report to Council with recommendations for the award winners.**

4. Council presents these award winners in the relevant townships.

SECONDED Cr Northcott

CARRIED

FOR: Mayor Cr Stephens, Cr Carr, Cr Martin, Cr Northcott, Cr Wilson and Cr R McDonald

AGAINST: Nil

Background/Key Information:

In August 2023, Council resolved to step back from leading citizenship ceremonies, awards and civic events on January 26, 2024 and beyond, based on the feedback from close to 500 survey responses received during the formal consultation period. At the time, Council stated that in terms of the awards and events, details around the re-branding of the Australia Day Awards will be released in the future.

Volunteer Appreciation

It is proposed that four volunteer appreciation events take place during Volunteer Week in Nelson, Casterton, Heywood and Portland, which is consistent with the current schedule across the Shire. These events would be informal gatherings, providing casual networking opportunities/other activities suitable for the community with catering provided. While this is a slight shift away from previous volunteer recognition events, where certificates were issued in each community, this approach supports refreshed volunteer appreciation while not detracting from the proposed Community Awards event. Council will tell positive volunteer stories and contributions across the Shire, led by Councils Media and Communications Department in collaboration with community. These stories will help celebrate and thank current volunteers as well as showcase the value and impact of volunteers in our community. They also help to show that the right volunteer role can be a pathway to achieving different personal goals and that volunteering has many benefits.

Shire Community Awards

It is also proposed that a new Shire-wide Community Awards event be developed to replace the previous Australia Day Citizen of the Year Awards, delivered in a manner that is consistent with the rigor and prestige of the Australia Day Awards. It is proposed that this event aligns with the Volunteer Week during May each year.

The Community Awards Event will take place at Heywood Community Hall due to its central location, with Councillors to present the award categories. This event would incorporate a dedicated Volunteer Award to create a more celebrated achievement in this category.

The Community Awards Event would be judged on similar assessment criteria to the previous Australia Day Citizen of the Year Awards, with Council administration to form a panel and select the finalists and winners based on this matrix. The award categories proposed are:

Award Categories:

- Senior of the Year Award
This award recognises the outstanding contribution by a senior member in the community.
- Youth of the Year Award
This award recognises the outstanding contribution by a young person in the community.
- Community Group of the Year Award
This award recognises the outstanding contribution by a community group to the overall betterment of the Shire.
- Volunteer of the Year Award
This award recognises an outstanding volunteer contribution to the overall betterment of the Shire.
- Diversity and Inclusion Award
This award recognises the significant contribution of a community member or community group in changing community attitudes or advocating for the rights of all people regardless of age, gender, ability, diversity or background.
- Arts and Culture Award
This award recognises artists, creatives or cultural leaders who have contributed to and championed the development of a thriving, creative, diverse and inclusive community.
- Outstanding Achievement Award
This award recognises an individual that has made a substantial impact within the community.

a. Council Plan and Policy Linkage

Our Health and Wellbeing - Supporting the Glenelg community to thrive by being healthy, inclusive and well.

b. Legislative, Legal and Risk Management Considerations

Nil.

c. Consultation and/or communication processes implemented or proposed

Nil.

d. Financial Implications and CollaborationCurrent budget allocation

January 26 Events Funding	\$10,000
Less Community Grants (Community Led Events)	\$ 3,550
	\$ 6,450

Provide Volunteer Recognition	\$ 7,500
Total Budget for the event	\$13,950

Attachment List

Nil

9.5. GLENELG SHIRE COUNCIL PLAN SECOND QUARTER PERFORMANCE REPORT 2023 2024

Director: Jayne Miller, Director Community Services

Executive Summary

The purpose of this report is to present to Council the second quarter Performance Report for year three of the Glenelg Shire Council Plan 2021-2025.

Recommendation

That Council endorses the Glenelg Shire Council Plan second quarter Performance Report for year three of the 2021 – 2025 Council Plan and approves the document for publication.

MOTION

MOVED Cr Carr

That Council endorses the Glenelg Shire Council Plan second quarter Performance Report for year three of the 2021 – 2025 Council Plan and approves the document for publication.

SECONDED Cr Northcott

CARRIED

FOR: Mayor Cr Stephens, Cr Carr, Cr Martin, Cr Northcott, Cr Wilson and Cr R McDonald

AGAINST: Nil

Background/Key Information:

During the development stage of the Council Plan 2021-2025, it was identified as a priority for the ratepayers and general community of the Glenelg Shire, that they be kept informed on Council's performance and strategic alignment in accordance with the Council Plan.

From this public consultation, it was determined that Council would release a performance report each quarter outlining the progress or status on each of the measures, projects and plans identified within the four-year Council Plan

a. Council Plan and Policy Linkage

Our Natural Environment – Striving towards a carbon neutral future to protect and enhance the natural environment for future generations.

Our Education, Employment and Industry - Adapting and growing a diverse economy to embrace employment of the future and educational opportunities.

Our Lifestyle, Neighbourhood and Culture - Creating enriched and vibrant lives through experiences, safe and well-planned neighbourhoods.

Our Access, Transport and Technology - Making it easier for people to connect in and around the Glenelg Shire.

Our Health and Wellbeing - Supporting the Glenelg community to thrive by being healthy, inclusive and well.

Our Voice and Action - A highly engaged and capable local government, leading Glenelg to ensure the needs and aspirations of our community are realised.

b. Legislative, Legal and Risk Management Considerations

Nil.

c. Consultation and/or communication processes implemented or proposed

The Performance Report will be made available for the community and published on the Glenelg Shire Council website.

d. Financial Implications and Collaboration

There are no budget implications as a result of quarterly performance reporting. All resources such as staffing, are delivered within budget.

e. Governance Principles

Local, Regional, state and national plans and policies are to be taken into account in strategic planning and decision making.

The transparency of Council decisions, actions and information is to be ensured.

The municipal community is to be engaged in strategic planning and strategic decision making.

Attachment List

1. Glenelg Shire Council Plan Year 3 Second Quarter Performance Report [9.5.1 - 46 pages]

9.6. GLENELG SHIRE COUNCIL MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN (2021–2025) YEAR TWO ACTION PLAN REPORT 2022 - 2023

Director: Jayne Miller, Director Community Services

Executive Summary

The purpose of this report is to inform Council that the Glenelg Shire Council Municipal Public Health and Wellbeing Plan (2021–2025) Year Two Action Plan Report 2022 – 2023 is now complete.

Recommendation

That Council receives the Glenelg Shire Council Municipal Public Health and Wellbeing Plan (2021–2025) Year Two Action Plan Report 2022 – 2023.

MOTION

MOVED Cr Martin

That Council receives the Glenelg Shire Council Municipal Public Health and Wellbeing Plan (2021–2025) Year Two Action Plan Report 2022 – 2023.

SECONDED Cr Northcott

CARRIED

FOR: Mayor Cr Stephens, Cr Carr, Cr Martin, Cr Northcott, Cr Wilson and Cr R McDonald

AGAINST: Nil

Background/Key Information:

A Municipal Public Health and Wellbeing Plan is a strategic plan that establishes the overall aims and priorities for Council in protecting, improving and promoting the public health and wellbeing of the people in the Shire. All Victorian Councils are required to have one.

The Glenelg Shire Council Municipal Public Health and Wellbeing Plan 2021–2025 (the Plan) was endorsed by Council on 26 October 2021. The Plan is informed by the Victorian Health and Wellbeing Plan 2019 - 2023 and is underpinned by the Glenelg Shire 2040 Community Plan and Vision and Council Plan 2021 – 2025.

The Year Two Report (the Report) is a supplementary document to the Plan which houses all deliverables listed in the Year Two 2022 – 2023 Action Plan. The Report makes it easier for the community to see progress and highlights the spread of work internally within the Glenelg Shire Council, as well as the work being undertaken by Councils Health and Wellbeing partners. This collaborative effort taking place across the Shire supports better outcomes for the community and delivery of the goals and objectives outlined in the overarching four-year Plan. The two goals under the Plan are: 1: Building Healthy and Well Communities and 2: Building Strong Communities.

The work collated in the report is reflective of the current health and wellbeing focus areas and emerging trends across Glenelg communities, with key ones to note being those relevant to the mental health reforms, healthy eating and cultural and social inclusion. Further to this, the report demonstrates the broad commitment of a variety of organisations and services across the Shire, in delivering, supporting and advocating for health focused initiatives, by working in collaboration to achieve the Plan's goals.

Next Steps

The Glenelg Shire Council Municipal Public Health and Wellbeing Plan Year Two Action Plan Report 2022 – 2023 will be published to the Municipal Public Health and Wellbeing page on the Glenelg Shire Council Website. Year 3 Action Planning will commence.

a. Council Plan and Policy Linkage

Our Health and Wellbeing - Supporting the Glenelg community to thrive by being healthy, inclusive and well.

b. Legislative, Legal and Risk Management Considerations

[Local Government Act 2020](#)
[Public Health and Wellbeing Act 2008](#)

c. Consultation and/or communication processes implemented or proposed

Consultation was undertaken with the 40+ internal and external partners to the plan to provide their progress against relevant actions.

d. Financial Implications and Collaboration

Project covered under current budget allocation.

e. Governance Principles

Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

The municipal community is to be engaged in strategic planning and strategic decision making.

Attachment List

1. ECM 3140302 v 3 Municipal Public Health and Wellbeing Plan Action Plan Report 2022 - 2023 [9.6.1 - 49 pages]

10. NOTICES OF MOTION

Nil.

11. URGENT BUSINESS

Nil.

12. QUESTION TIME**12.1. QUESTIONS TAKEN ON NOTICE AT PREVIOUS MEETING**

Nil.

12.2. QUESTIONS FROM THE GALLERY**1. Green Waste and Question Time**

Mr David Headlam of Lake Mundi asked the following questions:

- a. *My question relates to Council's response to a question asked in December meeting RE: Green waste. My understanding is that the free green waste disposal in November is that it is an incentive to get people to clean up their properties prior to the bushfire season. I cite the township of Nelson, previously identified as one of the most unsafe towns in Victoria, this town is, in my opinion, a time bomb waiting to happen. Can this council guarantee that this initiative will remain?*

Mr Stuart Husband Director of Assets advised annual free green waste collection at Nelson and all transfer stations is an important part of encouraging people to clean up their properties. As always, these services come at a cost to Council subject to annual budgets.

- b. *Do you think it is fair and reasonable that a rate payer who makes a three hour return journey to attend a council meeting to ask a question has his/her question incorrectly read and that the question recorded in the minutes of the meeting does not reflect either what was read at question time or what was submitted in writing, would it not be better if the questioner asked his or her questions?*

Mayor Stephens apologised if she had read Mr Headlam's question incorrectly previously. Council recently adopted revised governance rules which enables the Mayor to read the questions and answers to be given by either herself or whoever she nominates.

- c. *Do you think it is fair and reasonable for rate payers that may have to travel up to three hours, round trip, to attend a council meeting, to ask a question to be put last on the agenda – can this be changed so that people travelling from afar can ask their questions and leave the meeting, rather than wait until the end of the meeting?*

Mayor Stephens advised that often questions from gallery are answered throughout the course of the meeting as Council conducts its business. There are many opportunities for ratepayers and residents of the Glenelg Shire to make contact with Council or Councillors each day through our Customer Service centres, via phone or email.

2. Childcare and Welcome to Portland Signage

Mr Gary Humm of Portland asked the following questions:

- a. *A few weeks ago my local GP informed me he was forced into making the difficult decision to leave the town. This decision was forced upon him due to the failure of this town to prioritise essential service workers for childcare. Potential for local economic development and sustainability in rural communities correlates to its ability to retain essential service workers. This situation demonstrates a failure by the council who has failed this man, his family & our town. What representations has the Council made to the Government to ensure this situation does not occur again?*

Ms Jayne Miller Director Community Services advised Council do prioritise and value Childrens Services and substantially subsidise this service for the community.

At the Federal level Council contributed to the Productivity Commission review into Early Childhood Education and Care in May 2023 and again in February 2024, in response to the Draft Report. Both submissions are available publicly online.

The Productivity Commission Review was commissioned by the Federal Government and due to be submitted 30 June 2024.

Key recommendations Council have supported include:

- Revision of the Child Care Subsidy to address affordability barriers for families
- Consideration towards cost of living pressures and increased costs of service delivery for providers
- Addressing pay and conditions that are essential for attracting and retaining early childhood educators
- A universal early years system that is inclusive of all children
- Greater flexibility for regional areas where families may be required to travel longer commutes for work or may work in jobs that are seasonal such as agriculture, forestry and fishing
- Protracted intervals and the lengthy process of the national quality assessment
- Establishment of an Early Years Commission to support a coordinated approach across the sector

At the State level Council have received funding to undertake a Workforce Plan (\$77K) and Infrastructure and Services Plan (\$42K) to prepare the Shire for the Best Start Best Life Reforms which Council are scheduled to adopt by 2027.

Pressures in the Early Years Workforce are complex and reform is required across the sector at both the federal and state levels, recognising a one size fits all approach will not work for rural, remote and regional communities.

- b. *Welcome to Portland Signage. A few months ago, when discussing concerns about the "Welcome to Portland" signage, and the polarising effect in the community, Mayor Stephens and I found some common ground. In a somewhat shared cathartic moment, we reflected on the process and outcome, during which she remarked that she 'hated the sign and it should be removed, redesigned and relocated'. Tonight, I seek full disclosure of the financial and efficiency report of this project. Will you declare the precise details regarding the expected completion time and Budget estimate figures compared to the final cost and completion date?*

Mr Stuart Husband Director Assets advised the Portland gateway signage project was commenced in November 2020. The design options were presented to Councillor Workshop in May 2021 and work was completed in August 2022. Several location options were also a key part of this project. The original budget was \$150,000 in the 2021 financial year budget, and the final cost was \$191,197 in the 2022 financial year. Any project change or redesign of the Portland gateway signage would be a matter for Council.

3. Business and Tourism Awards and Budget

Mr Matthew Jowett of Portland asked the following questions:

- a. *It has been said that the Glenelg Business and Tourism Awards are one of the Shires biggest nights. I read in the local paper where the mayor was quoted as saying the funds were not allocated for the Glenelg Business Awards because staff forgot to include the full amount in the budget to cover the event. How did this major oversight occur and why was it not noticed by anyone?*

Mayor Stephens advised it is her understanding that it was an oversight when preparing budget and the awards are a bi-annual event.

- b. *I understand that the preparation of a council's yearly budget is a massive undertaking, completed over the span of months. There is concern in the community about the oversight that saw funds for the Glenelg Business and Tourism Awards not being allocated in this year's budget as it should have been. Why shouldn't the community be concerned that other important priorities were also not included in the budget?*

Mr David Hol Director Corporate Services advised the compilation of a Council budget is quite complex, it has thousands of line items, it goes through not only the staff but the community and through Council. The issue highlighted with the particular Business Awards, there is a number of competing issues, it was two yearly, there was potential change in times and there is also a number of different staff. There is no evidence to suggest that there are other particular issues for concern.

- c. *How will this council's current financial position and debt level impact its ability to undertake major projects within the next 5 years?*

Mr David Hol Director Corporate Services advised that Council does have a limit to its debt level, we've also talked earlier about the status of Council where it's loan position is, but it's not just the debt level. We've got the major projects which are impacted by overall financial situation, it's operational commitments, particularly rate capping, capital renewals and grant opportunities.

13. CONFIDENTIAL REPORTS**Recommendation**

That the Council Meeting be closed to members of the public pursuant to Section 66(2)(a,f,g) and Section 3(1)(f) of the *Local Government Act 2020*, to consider the following reports:

- 13.1 Contract 2023-24-15 Provision of Maternal and Child Health Services and other Immunisations
- 13.2 Contract 2023-24-12 Provision of Environmental Monitoring
- 13.3 Contract 2023-24-30 2023-2024 Glenelg Shire Road Rehabilitation Program
- 13.4 Contract 2023-24-46 Haulage/Receipt of Residual Material from the Rural Transfer Stations
- 13.5 Contract 2023-24-31 Waste Collection Services
- 13.6 Contract 2023-24-26 Supply & Delivery of one new Truck and Trailer
- 13.7 Chief Executive Officer Recruitment

MOTION**MOVED Cr R McDonald**

That the Council Meeting be closed to members of the public pursuant to Section 66(2)(a,f,g) and Section 3(1)(f) of the *Local Government Act 2020*, to consider the following reports:

- 13.1 Contract 2023-24-15 Provision of Maternal and Child Health Services and other Immunisations**
- 13.2 Contract 2023-24-12 Provision of Environmental Monitoring**
- 13.3 Contract 2023-24-30 2023-2024 Glenelg Shire Road Rehabilitation Program**
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- 13.5 Contract 2023-24-31 Waste Collection Services**
- 13.6 Contract 2023-24-26 Supply & Delivery of one new Truck and Trailer**
- 13.7 Chief Executive Officer Recruitment**

SECONDED Cr Wilson**CARRIED**

FOR: Mayor Cr Stephens, Cr Carr, Cr Martin, Cr Northcott, Cr Wilson and Cr R McDonald

AGAINST: Nil

14. CLOSURE OF COUNCIL MEETING

THERE BEING NO FURTHER BUSINESS, THE MAYOR DECLARED THE MEETING CLOSED AT 7:23 pm.

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