

Council Meeting Agenda

Wednesday 16 September 2020 at 6.00pm
Held online and livestreamed at mrsc.vic.gov.au

Public Question Time:

Written questions submitted by the public will be considered during Deputations and Presentations to Council. Question forms are available on Council's website.

As this meeting will be held online, questions must be submitted via the website **by 3.00pm** on the day of the meeting.

Questions submitted after this time will be referred to the next Ordinary Council Meeting or referred to relevant Council officers for a direct response.

Attachments:

All attachments are available for viewing or downloading from Council's website, mrsc.vic.gov.au

Recording of Council Meetings:

The recording of Council Meetings, either visually or by sound, or the taking of photographs in Council Meetings is not permitted without first obtaining the consent of Council or the Chairperson.

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ACKNOWLEDGEMENT OF COUNTRY

To start the official proceedings I would like to acknowledge that Macedon Ranges Shire Council is on Dja Dja Wurrung, Taungurung and Wurundjeri Woi Wurrung Country whose ancestors and their descendants are the traditional owners of this Country. We acknowledge that they have been custodians for many centuries and continue to perform age old ceremonies of celebration, initiation and renewal. We acknowledge their living culture and their unique role in the life of this region.

1. RECORDING AND LIVE STREAMING OF THIS COUNCIL MEETING

Please note that this meeting is being recorded and streamed live on the internet in accordance with Council's *Live Streaming and Publishing Recording of Meetings Policy*, which can be viewed on Council's website.

The recording will be bookmarked, archived and made available on Council's website 48 hours after the meeting.

This meeting is being held online and Councillors are attending via electronic means.

The meeting will be conducted in accordance with Council's existing Meeting Procedure Local Law 11, noting that as indicated in some parts of the agenda, procedures have been slightly modified to ensure the meeting remains compliant but can run effectively in the online environment.

As this meeting is being held online there will be no one present in the public gallery.

I also remind everyone that local government decision making, unlike state and federal government, does not afford the benefit of parliamentary privilege and hence no protection is afforded to Councillors and Council officers for comments made during meetings which are subsequently challenged in a court of law and determined to be slanderous.

Thank you

2. PRESENT

3. APOLOGIES

4. DECLARATION OF CONFLICT OF INTERESTS

Councillors' attention is drawn to Division 1A Sections 76-81 of the Local Government Act 1989 regarding interests.

Councillors are reminded that:

1. Disclosures of Conflicts of Interest must be declared immediately before the consideration of the item Section 79 (2) (a) (i); and
2. They should classify the type of interest that has given rise to the conflict of interest, and describe the nature of the interest Section 79 (2) (b) (c).

Online meeting: *The Mayor will call on each Councillor by name to declare whether or not they hold a conflict of interest in relation to any agenda items.*

5. MAYOR'S REPORT

This item in each Council Notice Paper offers an opportunity for the Mayor to provide a brief report on recent Council activities and initiatives of a shire wide nature.

Councillor reports on any meetings they have attended as a Councillor delegate are provided at Councillor Briefings or via email communications. Any matters requiring Council deliberation/decision are considered by Council via a report to a Council Meeting.

Online meeting: *The Mayor will provide the Mayor's Report prior to the meeting to enable the report to be published as part of the agenda papers. The report will not be presented verbally, however the Mayor may highlight key points from the report or any significant matters since the release of the agenda.*

Recommendation:

That the Mayor's report be received.

6. PETITIONS

Pursuant to Council's Meeting Procedure Local Law No. 11, a Councillor may present a petition or joint letter to the Council. A petition or joint letter tabled at a Council Meeting may be dealt with as follows:

- (i) a motion may be proposed to accept the petition or joint letter and that it lay on the table until the next Ordinary Council Meeting or a future meeting specified by the Council (at which a report on the matter will be presented);
- (ii) a motion may be proposed to accept and note the petition or joint letter and resolve to deal with it earlier or refer it to another process.

A Councillor presenting a petition or joint letter will be responsible for ensuring that they are familiar with the contents and purpose of the petition or joint letter and that it is not derogatory or defamatory.

Online meeting: A Councillor seeking to table a petition for an online meeting will do so by providing an electronic copy of the petition to the Coordinator Governance by 12.00pm on the day of the meeting. The first page of the petition must be signed by the Councillor as required by Meeting Procedure Local Law 11. During the meeting, the Mayor will call on a Council officer to confirm receipt of any petitions tabled by Councillors via this process. Following confirmation, the Mayor will call on the relevant Councillor to present the petition.

7. ADOPTION OF MINUTES

Any Councillor whether in attendance or not at the subject meeting can move and second the adoption of the minutes, however accepted practice is that Councillors who were in attendance moved and second these motions.

Ordinary Council Meeting: Wednesday 26 August 2020

Unscheduled Council Meeting: Wednesday 9 September 2020

Recommendation:

That the minutes of the Ordinary Meeting of the Macedon Ranges Shire Council held on Wednesday 26 August 2020 and the minutes of the Unscheduled Meeting of the Macedon Ranges Shire Council held on Wednesday 9 September 2020 as circulated be confirmed.

8. RECORD OF ASSEMBLIES OF COUNCILLORS – SEPTEMBER 2020

Summary / Purpose

The purpose of this report is to provide the record of any assembly of Councillors, which has been held since the last Council Meeting, so that it can be recorded in the minutes of the formal Council Meeting.

Policy Context

Section 80A of the *Local Government Act 1989* (the Act) requires the record of any assembly of Councillors to be reported to the next practicable Council Meeting and recorded in the minutes of that meeting.

Background Information

The Act provides a definition of an assembly of Councillors where conflicts of interest must be disclosed.

A meeting will be an assembly of Councillors if it considers matters that are likely to be the subject of a Council decision, or the exercise of a Council delegation and the meeting is:

1. A planned or scheduled meeting that includes at least half the Councillors (5) and a member of Council staff; or
2. Is an Advisory Committee of the Council where one or more Councillors are present.

Note: Advisory Committee means any committee established by the Council, other than a special committee, that provides advice to (a) the Council, or (b) a special committee, or (c) a member of Council staff who has been delegated a power, duty or function of the Council under Section 98 of the Act.

Note: Only matters that are the subject of discussion and consideration at an assembly will be listed. Incidental updates and information on matters will not be recorded.

This requirement for reporting provides increased transparency and the opportunity for Councillors to check the record, particularly the declarations of conflict of interest.

Report

Outlined below are the details of assemblies of Councillors held since the last meeting.

1.	Date / Time	Type of Assembly
	26 August 2020 9.00am – 12.20pm	Councillor Briefing
	Venue	<i>Meeting conducted via teleconference</i>
	Present – Councillors	Crs Anderson, Gayfer, Jukes, Pearce, Radnedge, Twaits, West
	Present – Officers	Margot Stork, John Hausler, Shane Walden, Angela Hughes, Brian Glendenning, Lauren Reader, Meaghan McNamara, Justin Walsh, Leanne Manton, Sarah Noel, Gary Randhawa, Angela Jenks, Jacquelyn Laurent Goeman, Christo Crafford, Rob Ball, Hayley Drummond
	Presenters	Caroline Adams, Justin Keanan and Francis Dickinson, City Collective
	Items discussed	<ul style="list-style-type: none">• Macedon Ranges Regional Sports Precinct – Virtual Presentation of Concept Design• Traffic Safety – Speed Reduction Process Crash Statistics• New Kyneton Kindergarten• Macedon Ranges Shire Health and Wellbeing Advisory Committee• Agenda Review<ul style="list-style-type: none">- Petition, Mowbrays Road, Carlsruhe- PLN/2005/569/G – 1849 Mt Macedon Road- Heritage Update on Melbourne Road and Kilmore Road Intersection- Notice of Motion 3/2020-21 – Cr Radnedge

Conflicts of interest declared by Councillors and record of them leaving the meeting when the matter about which they declared the conflict of interest was discussed	Nil Did they leave the assembly? N/A
Conflicts of interest declared by officers	Nil Did they leave the assembly? N/A

2.	Date / Time	Type of Assembly
	2 September 2020 9.00am – 11.10am	Councillor Briefing
	Venue	<i>Meeting conducted via teleconference</i>
	Present – Councillors	Crs Anderson, Bleeck Gayfer, Pearce, Radnedge, Twaits, West
	Present – Officers	Margot Stork, John Hausler, Shane Walden, Angela Hughes, Brian Glendenning, Lauren Reader, Gary Randhawa, Michelle Wyatt, Silvana Predebon, Rob Ball, Sarah Noel, Leanne Manton, Bob Elkington, Fiona Alexander, Stephen Rowley, Awais Sadiq, Jack Wiltshire
	Presenters	Nil
	Items discussed	<ul style="list-style-type: none"> • Rail Stronger Together Alliance • Single Use Plastics Progress Update • Annual Environment Report • Council Meeting Agenda Review <ul style="list-style-type: none"> - Application to Amend a Development Plan DP/2020/1 – Amendment to Fersfield Road, Development Plan 110-112 Willowbank Road, Gisborne - Draft Reconciliation Action Plan - Contracts to be Awarded as at 16 September 2020 and Related Matters - Draft Community Engagement Policy - Report from the Audit Committee Meeting held on 13 August 2020 - Positive Ageing Plan PARTICIPATE 2020-2025 - Waste Management Strategy Update • Planning Matters <ul style="list-style-type: none"> - 1302 Trentham Road, Tylden
	Conflicts of interest declared by Councillors and record of them leaving the meeting when the matter about which they declared the conflict of interest was discussed	Nil Did they leave the assembly? N/A

Conflicts of interest declared by officers	Nil
	Did they leave the assembly? N/A

3.	Date / Time	Type of Assembly
	3 September 2020 8.00am – 9.00am	Councillor Briefing
	Venue	<i>Meeting conducted via teleconference</i>
	Present – Councillors	Crs Anderson, Bleeck Gayfer, Jukes, Mees, Pearce, Radnedge, Twaits, West
	Present – Officers	Brian Glendenning, Interim Manager Legal and Corporate Governance
	Presenters	Nil
	Items discussed	Legal and related governance matters arising from the resignation of the current Chief Executive Officer – <i>Confidential and subject to client legal privilege</i>
	Conflicts of interest declared by Councillors and record of them leaving the meeting when the matter about which they declared the conflict of interest was discussed	Nil Did they leave the assembly? N/A
	Conflicts of interest declared by officers	Nil Did they leave the assembly? N/A

4.	Date / Time	Type of Assembly
	9 September 2020 8.00am – 8.50am	Councillor Briefing
	Venue	<i>Meeting conducted via teleconference</i>
	Present – Councillors	Crs Anderson, Bleeck Gayfer, Jukes, Mees, Pearce, Radnedge, Twaits, West
	Present – Officers	Brian Glendenning, Interim Manager Legal and Corporate Governance; Sarah Noel, Manager People Culture and Performance
	Presenters	Nil
	Items discussed	Legal, governance and industrial matters arising from the resignation of the current Chief Executive Officer – <i>Confidential and subject to client legal privilege</i>
	Conflicts of interest declared by Councillors and record of them leaving the meeting when the matter about which they declared the conflict of	Nil Did they leave the assembly? N/A

interest was discussed	
Conflicts of interest declared by officers	Nil
	Did they leave the assembly? N/A

5.	Date / Time	Type of Assembly
	9 September 2020 9.00am – 9.17am	Councillor Briefing
	Venue	<i>Meeting conducted via teleconference</i>
	Present – Councillors	Crs Anderson, Gayfer, Jukes, Pearce, Radnedge, West
	Present – Officers	Margot Stork, John Hausler, Shane Walden, Angela Hughes, Brian Glendenning, Fiona Alexander
	Presenters	Nil
	Items discussed	<ul style="list-style-type: none">• Proposed Rezoning of Land Sold by Council• Positive Ageing Plan
	Conflicts of interest declared by Councillors and record of them leaving the meeting when the matter about which they declared the conflict of interest was discussed	Nil Did they leave the assembly? N/A
	Conflicts of interest declared by officers	Nil Did they leave the assembly? N/A

Officer Recommendation:

That Council endorse the record of assemblies of Councillors as outlined in this report.

9. DEPUTATIONS AND PRESENTATIONS TO COUNCIL

Generally there is no opportunity for members of the public to address an Ordinary Council Meeting. In specific circumstances where a prior request to the Mayor has been made and approved, a member of the public may be provided the opportunity to address the Council. In such circumstances the presentation will be limited to three minutes unless otherwise approved.

PE.1	PLANNING SCHEME AMENDMENT C126 - SUBMISSIONS
Officer	Jack Wiltshire – Strategic Planner
Council Plan Relationship	Protect the natural environment Improve the built environment
Attachments	1 – Summary of submission and officer response 2 – Explanatory report 3 – Government Gazette notice 4 – Redacted submissions

Purpose and Overview

The purpose of this report is for Council to consider all submissions, including late submissions, made to the exhibition of Macedon Ranges Planning Scheme Amendment C126.

Recommendation

That Council:

- 1. Review and consider the issues raised in submissions to Amendment C126 and officer responses provided in Attachment One.**
- 2. Request the Minister for Planning to appoint an independent Planning Panel under Part 8 of the *Planning and Environment Act 1987* to consider the submissions to Amendment C126 to the Macedon Ranges Planning Scheme.**
- 3. Refer all submissions on Amendment C126 to the Panel appointed by the Minister for Planning in accordance with Section 23 of the *Planning and Environment Act 1987*.**
- 4. Notify all submitters of Council's resolution.**

Background

Council is undertaking an errors, anomalies and minor changes amendment to the Macedon Ranges Planning Scheme. Council is actively working to recognise any errors or anomalies so that the planning scheme and planning controls are applied correctly and as they were intended. The amendment affects many properties throughout the Shire.

The last administrative amendment completed by Council was Amendment C109, gazetted in December 2016. Since then further errors, anomalies and minor changes have been identified by Council and users of the Planning Scheme.

The adopted Macedon Ranges Planning Scheme Review (February 2019) made a recommendation to undertake regular anomalies amendments on an annual basis (Recommendation 123).

Planning Scheme Amendment C126macr seeks to address thirty-four (34) errors, anomalies and minor changes listed in Attachment Two: *Explanatory Report*. See discussion under 'Context' for detail regarding these changes.

At the Ordinary Council Meeting of 26 June 2019, it was resolved:

That Council:

- 1. Endorse the list of changes and corrective actions as detailed in Attachments One and Two as the basis to prepare planning scheme amendments C126macr and C134macr.**
- 2. Request authorisation from the Minister for Planning to prepare Amendment C126macr pursuant to Section 9 of the *Planning and Environment Act 1987* to correct errors, anomalies and make minor changes**
 - a. Upon receipt of authorisation, make any changes necessary to comply with conditions of authorisation**
 - b. Upon satisfaction of any conditions of authorisation, exhibit Amendment C126macr pursuant to Section 19 of the *Planning & Environment Act 1987*.**
- 3. Request a Ministerial Amendment, Planning Scheme Amendment C134macr, under Section 20A of the *Planning and Environment Act 1987* to correct errors, anomalies and make minor changes.**

Council received authorisation from the Minister for Planning on 5 December 2019 for C126macr and exhibited the amendment from 27 February 2020 to 30 March 2020. Twenty-two submissions were received including five late submissions. The submissions are discussed below.

Council was undertaking exhibition when a State of Emergency was declared for Victoria on 16 March 2020. Following the declaration, Council offices were closed to the public from 18 March 2020 and have remained closed since.

Prior to 24 April 2020, the *Planning and Environment Act 1987* (PE Act) required Council to make an amendment and all its documents and any submission received available at its offices free of charge for anyone to inspect.

On 24 April 2020 the Victorian State Government passed the COVID-19 Omnibus (Emergency Measures Bill) 2020 which amended the PE Act to allow Council to display documents and submissions on its website rather than have a physical document at an office.

Between Council office closure on 18 March 2020 and amending of the PE Act on 24 April 2020, the exhibited C126macr amendment documents were not available for inspection in accordance with the PE Act. Council did however have all documents available online during this time and no requests were received asking to inspect the documents at any Council Office during lockdown.

Council received advice that despite the above it should recommence exhibition of the amendment for an additional month to ensure it remains compliant with the requirements of the PE Act.

The amendment was exhibited for a second time from 25 June 2020 to 3 August 2020. An additional five submissions were received following this second exhibition period. This brings the total number of submissions received to twenty-seven.

Context

Planning Scheme Amendment C126 applies to land in Bullengarook, Fern Hill, Gisborne, Kyneton, Macedon, Malmsbury, Monegeetta, Mount Macedon, New Gisborne, Riddells Creek and Woodend.

Council authorised forty-three (43) changes to be made, however as part of satisfying the conditions of authorisation from the Minister for Planning thirty-four (34) changes were exhibited. Council officers consolidated a number of these changes, separated and clarified some changes and removed two of the changes which were not supported by DELWP.

The thirty-four (34) changes consist of:

- Twenty-three (23) zone mapping changes
- Seven (7) overlay mapping changes
- Four (4) ordinance changes.

Consultation and Engagement

C126 was exhibited from 27 February 2020 to 30 March 2020. The consultation program comprised the following activities:

Direct notification

- Over 1,300 letters were sent including a fact sheet with each letter to explain the changes proposed to:
 - all land owners and occupiers impacted by the changes.
 - landowners adjacent or abutting the land impacted by the change.
 - relevant government departments and agencies and other stakeholders

Advertisements and publicity

- Public notice in the Government Gazette (see Attachment Three). Notices in local papers – Midland Express, Macedon Ranges Leader and Star Weekly.
- Article on Council's website.

Two drop in sessions were scheduled on 17 March 2020 and 19 March 2020. A total of two (2) people provided an RSVP to these sessions. Due to the current COVID-19 pandemic, the drop-in-sessions were cancelled and phone meetings were held with the people that provided an RSVP. A further twenty-seven (27) phone and over the counter enquiries were also received and responded to over the course of the exhibition period. The over the counter enquiries were received between 27 February 2020 to 17 March 2020. These kind of enquiries ceased after Council's offices closed on 18 March 2020.

The amendment was exhibited for a second time from 25 June 2020 to 3 August 2020. The consultation program comprised the following activities:

Direct notification

- Letters were again sent to the same owners and occupiers of previously notified properties including an explanatory letter, explanatory report and a copy of the gazette notice with each letter to explain the changes proposed to:
 - all land owners and occupiers impacted by the changes.
 - landowners adjacent or abutting the land impacted by the change.
 - relevant government departments and agencies and other stakeholders

Advertisements and publicity

- Public notice in the Government Gazette (see Attachment Three). Notices in local papers – Midland Express and Star Weekly (note: Macedon Ranges Leader is not currently in circulation).
- Article on Council's website.
- Six additional inquiries were received from the public during the second exhibition period.

Overall a total of twenty-seven (27) submissions were received, refer to Attachment Four. A summary and response to each submission has been undertaken, refer to Attachment One to view these submissions and officer responses. In summary the submissions:

- Support the rezoning of Council's bushland reserves, with the exception of Hobbs Road Bushland Reserve and Bald Hill Reserve. The Environment Protection Agency (Submission 1) has objected to these sites being rezoned based on contamination risks and request additional planning controls over these reserves.
- Object to the change in Clause 21.13-5 to update the Riddells Creek Structure Plan map to reflect what was approved by the Minister for Planning as part of C100 (Submissions 2 and 11). The submitters want the area south of the train line shown to be a priority residential area.
- Object to the rezoning of 51 Aitken St, Gisborne to reflect the current ownership and use of the site (Submissions 3, 18 20, and 25). The objections raise concerns over the sale of the site, both in process and the price the land was valued and ultimately sold for (the site was previously owned by Council), traffic and noise implications reflected in the new use and ownership of the site.
- Object to the correction of HO89 at 39 High Street Kyneton (submission 21). The submitter raises concerns regarding Council's process and lack of consultation, Council's application of the Heritage Overlay and interpretation of Planning Practice Note 1, reduction in land values and the increases costs associated with new use and development.
- Object to the closure of an unnamed laneway to the north of 13 Malmsbury Post Office Road and west of Malmsbury Post Office Road due to the rezoning of the Malmsbury Common (Submissions 26 and 27). The submitters require access to this laneway for farming operations and bushfire

survival plans. The objections also note there was no detail in the exhibition material the laneway was going to be closed.

After consideration of each submission, it is recommended that all submissions be referred to an independent planning panel for consideration in accordance with Section 23(1)(b) of the *Planning and Environment Act 1987* (P&E Act).

This will allow submitters with opposing views to be heard at an independent planning panel and for the planning panel to make expert recommendations to Council on how to proceed.

Strategic Alignment

Amendment C126 assists with the achievement of priorities set out in the Council Plan 2017-2027:

Priority Area 2 – Protect the natural environment

Priority Area 3 - Improve the built environment

The amendment is seeking to ensure the Macedon Ranges Planning Scheme is working as intended and to best control land use and development within the Macedon Ranges Shire. The changes will ensure clarity to the controls applying to council's bushland reserves, correcting zoning and overlay anomalies and errors while protecting heritage sites within the Shire.

Implications

Financial, Resource, Information Technology and Asset Management

Implications and Risks

The proposed changes under the amendment are not expected to create greater numbers of planning permit applications than currently experienced as a result of this amendment. The changes will result in clearer interpretation of the planning scheme and reduce confusion and uncertainty. It may also reduce the number of permit applications for areas covered by the Environmental Significance Overlay Schedule 2. This will ensure staff time and resources are focused on permit applications which are required and not a result of an error or anomaly.

Policy and Legislative Implications and Risks

This report relates to the following Policy and Legislation:

- Part 3AAB (Distinctive Areas and Landscapes) of the *Planning and Environment Act 1987*.

This legislation identifies Macedon Ranges as a distinctive area and landscape. The legislation requires Responsible Public Entities not act inconsistently with any provision of the Macedon Ranges Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area.

Responsible Public Entities should consult with all relevant levels of government and government agencies in relation to policies or programs in the declared area, use best practice measures to protect and conserve the unique features and special characteristics of the declared area; and undertake continuous improvement to enhance the conservation of the environment in declared areas.

The Macedon Ranges Statement of Planning Policy (SPP) has 10 policy domains, each with an objective and a series of strategies to achieve that objective. The recommended resolution and its resultant actions are consistent with the 10 policy domains, and their respective objectives and strategies. The following Table One demonstrates how the proposed amendment is considered consistent with the objectives and strategies of the SPP:

SPP Objective	Officer Response
Objective 1 – <i>To ensure the declared area's natural and cultural landscapes are conserved and enhanced.</i>	The amendment will ensure that Council's bushland reserves are correctly zoned to ensure the correct identification and purpose of the reserve. Nos 6-8 and 10 Clarke Street will be rezoned to Rural Conservation Zone and covered by the VPO will offer greater protection to native vegetation and the wider landscape.
Objective 2 – <i>To ensure that the significant biodiversity, ecological and environmental values of the declared are conserved and enhanced.</i>	The PCRZ will be applied to a number of the council's bushland reserves to provide clear identification of the reserve's purpose and identify the environmental values of these sites.
Objective 3 – <i>To prioritise the conservation and use of the declared area's water catchments to ensure a sustainable local, regional and state water supply, and healthy environment.</i>	Several parcels are to be zoned PUZ1 to reflect the purpose of the land and its use by Coliban Water. This will allow Coliban Water to continue its function to manage its land around important water supply catchments.
Objective 4 – <i>To recognise, protect, conserve and enhance the declared area's Aboriginal cultural and spiritual heritage values and work in partnership with Traditional Owners in caring for Country.</i>	The amendment is not considered to result in any adverse impact on any Aboriginal cultural and spiritual heritage values. As part of the exhibition of this Amendment, notices were sent to the Dja Dja Wurrung Clans Corporation, Taungurung Land and Waters Council and Wurundjeri Tribe Council. No issues were raised by these parties to the proposed amendment.
Objective 5 – <i>To recognise, conserve and enhance the declared area's significant post-contact cultural heritage values.</i>	The amendment will apply the Heritage Overlay clearly along property boundaries to ensure clear application of the Heritage Overlay to ensure a holistic consideration of wider heritage matters within Kyneton.
Objective 6 – <i>To support and encourage agricultural land uses that strengthen the declared area's economy and contribute to the rural landscape.</i>	The amendment seeks to remove the Environmental Significance Overlay Schedule 2 from the Monegeetta area. This will remove a redundant planning control from an agricultural area. No other changes are expected to impact

	on agricultural land.
Objective 7 – <i>To provide for a diverse and sustainable visitor economy compatible with the natural and cultural values of the area.</i>	The proposed changes are considered to not impact on the visitor economy but will clarify errors and anomalies in the planning scheme which will support economic development by working toward an error free planning scheme.
Objective 8 – <i>To plan and manage growth of settlements in the declared area consistent with protection of the area's significant landscapes, protection of catchments, biodiversity, ecological and environmental values, and consistent with the unique character, role and function of each settlement.</i>	The amendment seeks to correct an error within the insert map under Clause 21.13-5 which incorrectly refers to a "priority residential development precinct". This corrects an error to local policy regarding the settlement planning of Riddells Creek. This correction will support objective 8.
Objective 9 – <i>To manage the provision of infrastructure consistent with protection of the area's significant landscapes and protection of environmental values to support the social and economic needs of communities and increase resilience to climate change effects.</i>	The amendment will remove the Road Zone Category 1 (RDZ1) from part of Chisholm Avenue to ensure the correct application of the Road Zone Category 1. This will support objective 8 by ensuring the correct application of the RDZ1.
Objective 10 – <i>Respond to the challenges and threats of climate change and natural hazards with careful planning and mitigation strategies.</i>	As this amendment is an administrative amendment it does not actively respond to the challenges of climate change or natural hazards. However, it does not result in the increase of risk to these threats through any proposed change.

It is considered that the amendment and the officer recommendation ensures that Council as a Responsible Public Entity is not acting inconsistently with the provisions of the SPP.

Sustainability Implications and Risks (Social and Environmental)

The amendment will not result in any social or environmental risks. It is considered the proposed amendment introduces minor changes that are largely administrative in nature and will not result in changes to land use or development that would otherwise be permissible.

Charter of Human Rights Implications and Risks

This proposal does not have any direct or indirect human rights implications.

Officer Declaration of Conflict of Interest

No council officers involved in the preparation of this report has any direct or indirect conflict of interest in this matter.

Conclusion

Amendment C126macr seeks to address thirty-four (34) errors, anomalies and minor changes across the municipality to improve the administrative function of the Macedon Ranges Planning Scheme.

The amendment has been appropriately exhibited, with twenty-seven (27) submissions having been received and Council has complied with the requirements of the PE Act.

The amendment aligns with the Council Plan and does not pose any resource, policy, environmental or human rights implications.

It is recommended that Council refer Amendment C126macr to an independent planning panel. Council will notify people affected by the amendment once an outcome is finalised.

PE.2	APPLICATION TO AMEND A DEVELOPMENT PLAN DP/2020/1 – AMENDMENT TO FERSFIELD ROAD DEVELOPMENT PLAN 110 - 112 WILLOWBANK ROAD, GISBORNE VIC 3437
Officers	Jack Wiltshire and Jake Koumoundouros – Strategic Planners
Council Plan Relationship	Improve the built environment
Attachments	1 – Proposed Fersfield Road Development Plan by Nock Architecture dated 13/3/2020, Revision A 2 – Transport Impact Assessment by One Mile Grid dated 18 March 2020
Applicant	Fastnet Consulting
Date of Receipt of Application	2 April 2020
Trigger for Report to Council	Amendment to a development plan

Purpose and Overview

Application DP/2020/1 proposes to amend the Fersfield Road Development Plan (DP) by allowing the development of a residential aged care facility at 110-112 Willowbank Road, Gisborne. The facility provides for a double storey 'high level care' building, single storey 'lower level care' units, a single storey community centre, car parking, landscaping and publicly accessible pedestrian footpaths.

The application was advertised to adjoining and surrounding landowners from 10 June 2020 to 11 July 2020 in accordance with the Development Plan Overlay Schedule 4 – Gisborne Residential Areas. Three (3) submissions have been received.

Key issues raised by the submissions relate to the double storey height, the increase in traffic, insufficient parking and impact on local roads, impact on the character of the area in general and amenity concerns from the facility.

The application has been assessed against the Macedon Ranges Planning Scheme and is considered appropriate. It is recommended that application DP/2020/1 be supported and the attached proposed Development Plan approved subject to a revised plan detailing Western Water's requirements.

Recommendation

That Council approve the Proposed Fersfield Road Development Plan by Nock Architecture dated 13/3/2020, Revision A covering the land situated at 110-112 Willowbank Road Gisborne (described LOT 1 LP 130819 P/Gisborne and LOT 2 LP 130819 P/Gisborne) and Transport Impact Assessment by One Mile Grid dated 18 March 2020, prepared for the purposes of Clause 43.04, Schedule 4 of the Macedon Ranges Planning Scheme subject to the following notations being added to the development plan:

- a) Prior to any development, easements must be provided in favour of Western Water over all proposed sewer mains located within private property. Easement widths and sewer offsets must comply with the current version of the Gravity Sewerage Code of Australia - Melbourne Retail Water Agencies.**
 - b) Prior to any development, the developer must prepare to the satisfaction of Council and Western Water an Integrated Water Management Plan (IWMP) that incorporates water efficiency measures and water-sensitive urban design techniques that reduce reliance on potable water by increasing utilisation of fit-for-purpose alternative water supplies.**
 - c) Prior to any development, a right of way easement must be provided along the 'pedestrian spin' to provide for public access.**
-

Existing conditions and relevant history

Subject land:



The subject land shown above with purple boundary encompasses two parcels of land. Both parcels are located on the northern side of Willowbank Road and are generally flat and clear of buildings and vegetation. Whilst it is noted that native vegetation is located on the subject land, it will be further considered at the planning permit stage. A breakdown of each site is as follows:

- **110 Willowbank Road** – comprises a rectangular site with an area of 1.35ha with a frontage of 71m. The site is developed with a single dwelling, a number of outbuildings and a driveway within the front portion of the site. The rear of the property comprises a vacant paddock. There are a number of trees generally clustered around the dwelling and along the driveway.
- **112 Willowbank Road** – comprises a rectangular site with an area of 1.2ha with a frontage of 67m. The site is vacant of any built form, and has a number of trees located along the western boundary towards the rear of the site. Access is currently provided via an unmade crossover along Willowbank Road.

Surrounds

The site is located approximately 1.3km south-east of the Gisborne township. The area is surrounded by land that is currently transitioning from a rural character toward a more typical Gisborne residential character through the approved Fersfield Road Development Plan (FRDP).

A number of adjoining properties have subdivisions approved under the FRDP but have not yet developed due to pending infrastructure work. The land to the north and east have approved subdivisions in accordance with the approved FRDP.

The land directly to the south across Willowbank Road is currently developed with a childcare centre and health services. A vacant parcel of land at 101-105 Willowbank Road is identified in the draft Gisborne Structure Plan (July 2020) as a future Neighbourhood Activity Centre.

A bus service runs along Willowbank Road with a bus stop located in front of 112 Willowbank Road. The site is not located within 100m of a waterway and is not located in a bushfire prone area.

Registered restrictive covenants and/or Section 173 Agreements affecting the site
N/A.

Previous planning permit and Development Plan history

No relevant planning permit history for the subject property has been found.

There have been numerous amendments to the FRDP but the following are related to adjoining and nearby land:

- DP/2011/7/G – 90 Willowbank Road, Gisborne.
- DP/2011/7/I – 41-45 Fersfield Road, Gisborne.
- DP/2011/7/L – 35 Fersfield Road, Gisborne.
- DP/2011/7 – 98 Willowbank Road, Gisborne.

The revised changes under other amendments to the development plan have resulted in changes to the overall adopted FRDP which has altered road locations and lot layout.

It is considered the proposed amended development plan is generally consistent with past approvals and will not result in any detrimental development outcomes for the area

Proposal

The application proposes to amend the FRDP to allow for the development of a residential aged care facility at 110-112 Willowbank Road, Gisborne.

The proposed aged care facility can be broken up into three areas comprising:

- The double storey 'high level care' aged care facility building.
- The single storey 'lower level care' aged care facility units.
- The single storey aged care community centre.

The facility will be laid out so that the double storey high level care component is fronting Willowbank Road, with the units to the rear of this building. The community centre will be located on the corner of Willowbank Road and the future road reserve running along the east of the site. The high care facility is expected to have 72 high care beds with a further 35 lower level care units.

A small private park will be located between the community centre and aged care units for the benefit of residents. A number of internal private roads will run throughout the site for vehicle access.

Pedestrian access will also be provided in a north-south axis through the site and allow pedestrian access from Willowbank Road to the proposed road reserve to the north of the site. The relevant easements for public pedestrian access will be required at the time of any future planning permit.

Analysis has been undertaken to confirm the land use of 'aged care facility' compared with 'retirement village'. To this end, the table below outlines the definitions of these separate land uses as listed in Clause 73.03.

Residential Aged Care Facility	Retirement Village
<i>Land used to provide accommodation and personal or nursing care for the aged. It may include recreational, health or laundry facilities and services for the residents of the facility.</i>	<i>Land used to provide permanent accommodation for retired people or the aged and may include communal recreational or medical facilities for residents of the village.</i>

In response to these definitions, the designation of the proposal as a 'residential aged care facility' is suitable for the following reasons:

- The facility is to allow for 'ageing in place' and will allow for aged couples who require care to continue residing together.
- Residents will be able to enter the facility and progressively transition from the lower level of assisted and nursing care (Lower care units) to a higher level of assisted personal and nursing care, including palliative care (high care beds).
- To support the above points, nursing care will be provided to residents, including:
 - Access to a registered onsite nurse at all times.
 - Access to onsite multi-disciplinary health professionals.
 - Access to a dementia strategist.
 - The ability to manage personalised clinical care plans.
 - Assistance with bathing.
 - Administering of medication.
 - 24 hour emergency call assistance.
- In addition, personal care services are to be provided to residents, including:
 - Provision of daily cooked meals.
 - Home gathering.
 - Access to a gymnasium.
 - Access to a library and games area.
 - Access to pilates and yoga classes.
 - Access to a hair salon.
 - Resident transport.

It is clear that a key function of the facility is to provide direct care to residents, therefore, it is defined as 'residential aged care' in comparison to 'retirement village'.

Referral

A number of referrals to external and internal referral authorities was also undertaken with no objections being raised.

External

Authority	Response
Western Water	Western Water have requested notations to the plan outlining expectations regarding water and sewerage. This can be conditioned by the approval.
Melbourne Water	No objection.

Internal

Authority	Response
MRSC Engineering	No objection. The MRSC Engineering Unit are satisfied the proposal is appropriate in consideration of storm water, the road removal from the original development plan and the areas identified for future car parking.
MRSC Economic Development Unit	No objection. Generally supports it and notes it meets the aims and objectives of the 2009-2019 Economic Development Strategy.
MRSC Environment Unit	No response.
MRSC Parks and Gardens Unit	No response.

Advertising

The application was advertised to adjoining and surrounding landowners from 10 June 2020 to 11 July 2020 in accordance with the Development Plan Overlay Schedule 4 – Gisborne Residential Areas. Three (3) submissions have been received.

The submissions relate to the following topics:

- Object to the double storey component due to its impact on neighbourhood character, rural township residential character and views.
- Lack of car parking.
- Impact on land values.
- Overshadowing, overlooking, impact on privacy.
- Increase in traffic, noise, pollution and odour.
- Delivery truck noise and proximity of revised roads to property boundary.
- The future commercial kitchen noise and exhaust fans.
- Request original road layout is kept and double storey building relocated to eastern boundary.

It should also be noted that the submissions did not object to the land use as an aged care facility. The applicant was provided with the submissions but has advised officers they will not make changes to the proposal.

Officer assessment

Relevant Macedon Ranges Planning Scheme controls

State Planning Policy Framework

Clause No.	Clause Name
11.01-1S	Settlement
11.01-1R	Settlement – Loddon Mallee South
15.01-1S	Urban Design
15.01-2S	Building Design
15.01-4S	Healthy Neighbourhoods
15.01-5S	Neighbourhood Character
15.02-1S	Energy and Resource Efficiency
16.01-1S	Integrated Housing
16.01-7S	Residential Aged Care Facilities
17.02-1S	Business
19.02-1S	Health Facilities

Local Planning Policy Framework

Clause No.	Clause Name
21.01	Municipal Profile
21.02	Key Issues and Influences
21.03	Vision – Strategic Framework Plan
21.04	Settlement
21.08	Built Environment and Heritage
21.09	Housing
21.10	Economic Development and Tourism
21.13	Local Areas and Small Settlements

Zoning

Clause No.	Clause Name
32.08	General Residential Zone (Schedule 1) – GRZ1

Overlay

Clause No.	Clause Name
43.04	Development Plan Overlay (Schedule 4) – DPO4
45.06	Development Contributions Plan Overlay (Schedule 2) – DCPO2

Particular Provisions

Clause No.	Clause Name
52.06	Car Parking
53.17	Residential Aged Care Facility

General

The subject site is included in the Development Plan Overlay – Schedule 4. As the FRDP has previously been approved, the amended development plan is seeking to amend the layout only to the land at 110-112 Willowbank Road, Gisborne.

Section 46AZK of the *Planning and Environment Act 1987*

Section 46AZK of the *Planning and Environment Act 1987* requires Council as a Responsible Public Entity to not act inconsistently with any provision of the Statement of Planning Policy (SPP) in exercising decision making powers. The proposal in general complies with the SPP and the application will meet the objectives and strategies specified in the policy.

Planning Policy Framework (PPF) and Local Planning Policy Framework (LPPF).

The PPF and LPPF outlines the policy and objectives of the Macedon Ranges Planning Scheme. A breakdown of the applicable policies is set out below.

Planning Policy Framework (PPF)

Clause 11.01-1S outlines it is policy is to anticipate and respond to the needs of existing and future communities through the provision of zoned and serviced land for a range of uses to facilitate residential, industrial and commercial activity. Clause 11.01-1R outlines the aim to manage and support growth in Gisborne as an employment and service hub that reinforces the network of communities in the region.

Clause 15.01-1S seeks to ensure all land use and development appropriately responds to its surrounding landscape and character. Planning should also minimise detrimental impacts on neighbouring properties and respond to the valued built form of the area.

Clause 15.01-2S seeks to achieve building design outcomes that contribute positively to the local context and enhance the public realm.

Clause 15.01-4S aims to achieve neighbourhoods that foster healthy and active living and community wellbeing. In achieving this, it is important to provide connected, safe and convenient access to destinations as well as conveniently located public spaces for active recreation and leisure.

Clause 16.01-1S outlines it is important to promote a housing market that meets community needs. This includes ensuring that an appropriate quantity, quality and type of housing is provided, including aged care facilities. Clause 16.01-7S outlines its objective is to facilitate the development of well-designed and appropriately located residential aged care facilities. Relevant to this are the following strategies:

- Recognise that residential aged care facilities contribute to housing diversity and choice, and are an appropriate use in a residential area.
- Recognise that residential aged care facilities are different to dwellings in their purpose and function, and will have a different built form (including height, scale and mass).
- Ensure that residential aged care facilities are located in residential areas, activity centres and urban renewal precincts, close to services and public transport.

Clause 17.02-1S seeks to encourage development that meets the community's needs for retail, entertainment, office and other commercial services and ensure commercial facilities are aggregated to providing net community benefit in relation to their viability, accessibility and efficient use of infrastructure.

Clause 19.02-1S seeks to assist in the integration of health facilities with local and regional communities, including by facilitating the location of health and health-related facilities (including aged care), taking into account demographic trends, the existing and future demand requirements and the integration of services into communities.

Officer response

It is considered the proposal is acceptable in consideration of the PPF. The proposal provides residential accommodation and contributes to housing diversity within the Macedon Ranges Shire. It will also further contribute to Gisborne being an employment and service hub.

It is considered the proposed development plan layout provides for an appropriate design outcome for the proposed facility and adequate space for landscaping. The double storey component of the facility is of a height appropriate for the General Residential Zone and in consideration of the provisions of Clause 53.17. The ultimate design will be subject to refinement as part of a subsequent planning permit application for the buildings and works to be proposed (Clause 15.01-1S).

The facility provides for pedestrian permeability through the site to promote walking within the local area. The site is also well located to public transport to access the town centre and V/line train services.

The proposal will support the proposed neighbourhood activity centre on Willowbank Road by adjoining future retail and the existing community and health services. The proposal will further support residents with health, social and community facilities for its residents who require varying care.

The proposal meets the objectives of Clause 16.01-1S by providing residential aged care in a residential area which is close to planned retail services and public transport. The PPF acknowledges the alternative form and height of aged care facilities and that this is acceptable in residential areas.

Local Planning Policy Framework (LPPF)

Clause 21.01 outlines that urban growth has been greatest in the south of the Shire (in Gisborne, Romsey and Riddells Creek). It is noted that the high quality country lifestyle and towns with their own distinctive character is a key attribute of the Shire, however, Macedon Ranges has little diversity in housing stock, with 95% of dwellings being detached houses.

Clause 21.03 outlines the Strategic Framework Plan which interprets the land use vision for the Macedon Ranges Shire and identifies key elements influencing land use planning up to the year 2036. It also identifies Gisborne as the regional centre of the Macedon Ranges.

Clause 21.04 outlines the Settlement Strategy which states that levels of development will be consistent with the role of towns in the settlement hierarchy and will be dependent upon infrastructure provision and environmental constraints. Objective One encourages the development of Gisborne as a regional centre by facilitating the provision of a large, diverse, employment and housing base and the provision of higher order goods and services. It also endeavours to ensure there is consistency with the capacity of settlements to grow and plan for growth by focussing development on and consolidating the roles of the key towns of Gisborne and Kyneton which have the highest levels of infrastructure, services and employment.

Clause 21.08-3 outlines the high qualities of the Shire and the built form of its towns must be appropriately controlled to ensure development is sustainable and respects character. Objective 1 seeks to promote development that respects the rural character and high landscape values of the municipality. Strategy 1.1 seeks to direct population and development to settlements where scenic landscapes will not be jeopardised.

Clause 21.09 outlines it is necessary to provide for responsive and affordable housing and a diversity of lot sizes and styles to meet the requirements of all age groups, household types, lifestyles and preference.

Clause 21.10 outlines it is a clear goal of the Macedon Ranges Planning Scheme to increase local employment opportunities within the shire.

Clause 21.13 states that Gisborne and New Gisborne currently serve the role of a large district town and form the major urban centre in the southern end of the Shire. It outlines the expected increase in growth by 2031 of the settlements, from 6,400 persons in 2006 to 12,070 people in 2031.

Officer response

The facility will provide housing for the growing population in a location opposite the existing childcare centre and proposed neighbourhood activity centre. The proposal will support housing diversity by providing both lower and higher level aged care accommodation for residents and support aging in place within the Gisborne community.

The facility is connected to public transport and provides for pedestrian permeability. The proposal is further supported by local policy as the aged care facility will provide for accommodation diversification and local employment opportunities.

Furthermore, the proposal is located within the existing Gisborne township in an area designated for infill development as part of the Fersfield Road Development Plan. The proposal is well away from key township entrances, the Calder Freeway, Jacksons Creek escarpment and Rosslynne Reservoir.

Overall it is considered the proposal is an acceptable outcome under the LPPF.

Zone

General Residential Zone (GRZ1)

Key relevant purposes of the General Residential Zone are:

- To encourage development that respects the neighbourhood character of the area.
- To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.
- To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve the local community needs in appropriate locations.

Officer response

Within the General Residential Zone, a residential aged care facility is a Section One use (no permit required). The development of the centre for buildings and works will require a planning permit.

Overlays

Development Contributions Plan Overlay Schedule 2 (DCPO2)

DCPO2 provides details pertaining to development contributions for the *Gisborne Development Contributions Plan*.

Officer response

Development Contributions requirements are not relevant to application DP/2020/1 but will be considered at the time of any future planning permit application.

Development Plan Overlay - Schedule 4 (DPO4)

DPO4 relates to "Gisborne Residential Areas". Any development plan prepared in this area should implement the following key principles:

- Encouraging housing choice and the development of a variety of lot sizes and types within the context of a semi-rural township.
- Establishing open space networks that provide both pedestrian and cycling link, passive and active recreation needs, and protection of environmental features and drainage functions.
- Limiting the visual intrusion of development around key township entrances, the Calder Freeway,
- Jacksons Creek escarpment and Rosslynne Reservoir.
- Protecting areas of remnant indigenous and significant exotic vegetation.
- Recognising and protecting cultural, environmental, landscape and heritage assets.
- Increasing stormwater capture and reuse to reduce water usage and impacts on existing drainage
- Infrastructure.
- Providing for physical and social infrastructure and the orderly staging of development.
- Encouraging current sustainable development principles and high quality urban design.

Officer response

The DPO4 does not specify controls for Area 3 – where the subject site is located. The proposal does support housing choice and provides pedestrian linkages to the surrounding neighbourhood. The proposal is not near a key township entrance or near the Calder Freeway. The applicant has also provided an indicative stormwater management plan that provides for appropriate infrastructure provision. It is considered the proposal provides an appropriate response to the above objectives and is appropriate under the provisions of the DPO4.

Particular Provisions

Clause 52.06 – Car Parking

The purpose of Clause 52.06 is:

- To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework.
- To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.
- To support sustainable transport alternatives to the motor car.
- To promote the efficient use of car parking spaces through the consolidation of car parking facilities.
- To ensure that car parking does not adversely affect the amenity of the locality.
- To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.

Officer response

The rate for parking for a residential aged care facility is 0.3 per lodging room. The applicant has provided a transport impact assessment to support the proposal of a 107 room residential aged care facility. It outlines at least 32 parking spaces will be provided onsite, which is sufficient parking for the 107 rooms proposed at the facility.

The transport assessment will be endorsed to form part of the amended development plan. The further detailed consideration of car parking and design under clause 52.06 will be required at the time of any future planning permit.

The MRSC Engineering Unit have reviewed the submitted documents and are satisfied the proposal is acceptable in consideration of the road removal from the original development plan layout and the areas identified for future car parking.

Clause 53.17 – Residential Aged Care Facility

The purposes of Clause 53.17 are:

- To facilitate the development of well-designed residential aged care facilities to meet existing and future needs.
- To recognise that residential aged care facilities have a different scale and built form to the surrounding neighbourhood.
- To ensure residential aged care facilities do not unreasonably impact on the amenity of adjoining dwellings.

Officer response

This clause applies to an application to construct a building or construct or carry out works for a residential aged care facility in the General Residential Zone, Mixed Use Zone, Neighbourhood Residential Zone, Residential Growth Zone or Township Zone. It therefore will be considered in detail as part of a subsequent planning permit application for buildings and works.

The proposal broadly complies with the objectives and outcomes sought in Clause 53.17. There are adequate setbacks and areas designated for landscaping to accommodate the proposal. The details for amenity considerations such as overshadowing, overlooking, noise and traffic will be considered at the time of a permit application, but the spacing of the site would allow the proposal to generally meet the design response requirements. It is considered that broadly an aged care facility is an acceptable outcome in the General Residential Zone Schedule 1 and the State policy outlines it is an acceptable use and expected within a residential area.

Officer declaration of conflict of interest

No officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

Conclusion

Based on the assessment detailed above, Proposed FRDP by Nock Architecture dated 13/3/2020, Revision A is considered appropriate, subject to revisions listed in the resolution.

PE.3	ANNUAL ENVIRONMENT REPORT 2019/20
Officer	Michelle Wyatt, Environment Coordinator
Council Plan Relationship	Protect the natural environment
Attachments	Annual Environment Report 2019/20

Purpose and Overview

When Council adopted the *Environment Strategy 2016*, Council resolved to prepare an annual environment report that summarises Council's progress in implementing the strategy's objectives and actions. A copy of the Annual Environment Report 2019/20 is attached to this Council report.

For 2019/20, Council's key environmental achievements include reducing waste transferred to landfill by 11.4% due to the introduction of the four bin collection service, increasing community awareness of and participation in biodiversity and regenerative agriculture, enhancing the environmental and recreation values of Council's bushland and conservation reserves and maintaining Council's strong relationships with agencies and environmental community groups operating in the shire.

Council also reduced greenhouse gas emissions from Council operations by an additional 10.4% since last year, equating to a 30% reduction from the 2014/15 baseline year. This means that Council has exceeded its 25% emission reduction target which was set for 30 June 2021. These emission reductions were largely due to changes to Council operations and service delivery as a result of the global pandemic, as well as realising the full benefits of Council's investment in solar arrays and LEDs for street lights.

The challenge for the future involves maintaining and increasing emission savings to achieve Council's goal of zero net emissions by 2030. Future priorities also include facilitating biodiversity and conservation efforts on private land, enhancing management of roadsides and small conservation reserves and continuing to reduce waste from Council operations and across the community.

Recommendation

That Council note the findings outlined in the Annual Environment Report for 2019-2020 (Attachment 1).

Background

When Council's *Environment Strategy 2016* was adopted in June 2016, Council resolved to:

Accept an annual environment report summarising implementation progress and changes in legislative, policy and planning frameworks as relevant to the Macedon Ranges Environment Strategy.

The first Annual Environment Report was presented to Council in December 2017, covering the 2016/17 financial year. It set out a reporting framework to apply to the four themes in the Environment Strategy.

In accordance with the Council resolution from June 2016, Council's *Environment Strategy 2016* has been updated annually as required to reflect changes in the state or federal legislative and policy context.

The Annual Environment Report 2019/20 utilises the reporting framework established in 2017.

Given that many actions listed in the Environment Strategy have now been completed, or will continue to be implemented on an ongoing basis, a more substantive update will soon be required to reflect Council's future environmental priorities and directions. This is discussed further in towards the end of this report.

Context

Global pandemic

Council's response to COVID-19 from March 2020 impacted a broad range of Council services and operations. This included the closure of a number of buildings and facilities, reduced vehicle use and reduced corporate consumption and waste as a result of staff working from home. A number of community events were also cancelled. As a result, Council generated less greenhouse gas emissions and organisational waste, and used less paper in 2019/20 when compared to previous years.

While most greenhouse emission and corporate waste reductions associated with Council's COVID-19 response will be temporary, the move to online meetings and paperless work may persist, potentially resulting in lasting environmental benefits.

Annual Environment Report 2019/20 Summary

Attachment 1 provides a full report on Council's progress towards achieving its environmental goals under each of the *Environment Strategy's* four themes.

A summary of outputs and outcomes for 2019/20 is provided below, along with a summary of key actions completed since adoption of the *Environment Strategy 2016*. Future directions are also articulated to guide Council's future environmental program.

Climate Change

Current targets

1. 25% reduction from baseline year of 2014/15 (1,910 tonnes of CO₂-e)
2. Zero net emissions by 2030

Reporting error for 2018/19

As a result of a recent review undertaken by Council's Carbon Accountant engaged through the Working for Victoria scheme, an error was identified in Council's emissions reported for 2018/19. This error was a result of a data entry mistake for diesel fuel consumption conducted by Azility, Council's energy and emissions tracking service. Council's emissions for 2018/19 were actually 5,930 tonnes CO₂-e as opposed to the 6,163 tonnes CO₂-e reported in the Annual Environment Report 2018/19. This discrepancy of 233 tonnes CO₂-e is substantive and influences Council's "business as usual" projections for 2020/21.

Progress to achieving Council's 25% emission reduction target

The following table sets out Council's actual emission reductions for 2019/20 which take into account Council's reduced services and operations in response to COVID-19. The table also shows a "business as usual" estimate for the year.

As outlined below, Council has exceeded its 25% emission reduction target based on Council's actual consumption of electricity, gas and fuel for the financial year, as well as based on "business as usual" modelling based on the emissions profile from 2018/19.

	Total emissions for 2018/19	Total emissions for 2019/20	Reduction 2018/19 to 2019/20	Reduction 2018/19 to 2019/20	Reduction from baseline year
	(tonnes CO ₂ -e)	(tonnes CO ₂ -e)	(tonnes CO ₂ -e)	%	%
Actual	5,930	5,315	615	10.4%	30.0%
Business as usual (est.)		5,474	456	7.7%	28.4%

Summary of 2019/20 outputs and outcomes

- Emission reductions as outlined above, mainly resulting from Council's reduced service provision due to the global pandemic and the energy savings associated with all solar arrays and LED street lights being operational for a full year.
- Cool Changes 3442 – Woodend District (commenced).
- Advice and capacity building with farmers about regenerative agricultural techniques that increases carbon storage in soils.

Key actions completed since 2016

- Adoption of the *Climate Change Action Plan 2017*.
- Implementation of works to reduce greenhouse gas emissions from council operations by 30% since 30 June 2015, resulted in Council's ability to meet its 25% reduction target one (1) year early.

- Council resolution to work towards achieving zero net emissions by 2030.
- Commitment to participate in a local government buyer's group for a Power Purchase Agreement to procure most of Council's electricity needs from renewable sources. This is scheduled to come into effect on 1 July 2021.
- Facilitation of community climate change action plans for Malmsbury and the wider district of Woodend - postcode 3442 (in progress).

Future directions

- Respond to the **Local Government Act 2020** requirement to promote climate change mitigation and planning for climate change risks.
- Prepare a **Zero Net Emissions Plan** that establishes a roadmap for Council to achieve zero net emissions by 2030, including exploration of carbon offset options.
- Embed **carbon accounting** in Council's operations and asset management
- Adopt a **Sustainable Design Policy and Building Standards** for new Council buildings, major upgrades and maintenance works.
- Confirm the implications of the changing climate for Council services and operations (increased heat waves, fires and floods) and integrate **climate adaptation** measures into Council's service and corporate plans.
- Continue supporting the community to prepare local **community led climate change action plans**.

Biodiversity

Summary of 2019-2020 outputs and outcomes

- Treatment of weeds on 268 rural roadsides equating to approximately 1,400 linear metres (woody weeds and Serrated Tussock), and across 17 bushland and conservation reserves.
- 86% reduction in woody weeds on treated roadsides
- Delivery of weed and revegetation works at four (4) waterway reserves.
- Completion of infrastructure upgrades at Bald Hill Reserve, Black Hill Reserve and Malmsbury Common.
- Inclusion of 3,132 species records in the Victorian Biodiversity Atlas.
- Completion of the Vegetation Protection Overlay Review Stage 1.
- Delivery of 10 biodiversity talks and events attended by approximately 411 people.
- Establishment of the Macedon Ranges Field Naturalists Group.
- Completion of two (2) cultural heritage assessments of Council managed conservation reserves.

Key actions completed since 2016

- Adoption of the *Biodiversity Strategy 2018*.
- Establishment of a Shire-wide biodiversity monitoring program.
- Ongoing Aboriginal cultural heritage assessments and engagement program established.
- Delivery of an annual program of biodiversity talks and events established.
- Delivery of an annual strategic roadside weed program.

Future directions

- Enhance habitat connectivity across the shire's **biolink areas** as set out in Council's *Biodiversity Strategy 2018* including focusing on private land conservation efforts.
- Expand Council's bushland reserve program to **small conservation reserves and waterways**.
- Complete the **Roadside Conservation Management Plan** and expand Council's roadside management functions beyond weed control to habitat conservation and community engagement.
- Annual implementation of Council's **biodiversity monitoring** program.

Land and Water Management

Summary of 2019-2020 outputs and outcomes

- Provision of regenerative grazing and land management advice to 27 rural land owners as a part of the Healthy Landscape for Healthy Livestock project which is part funded by the National Landcare Program.
- Delivery of seven (7) land management events about regenerative agriculture and weed control attended by 165 people altogether, including a three day regenerative grazing course.
- Commencement of strategic works plans for Council managed waterways in the Port Philip and Westernport catchment to guide future restoration works.
- Adoption of the *Domestic Wastewater Management Plan 2019*.

Key actions completed since 2016

- Establishment of a farm advisory service and associated education program as a part of the Healthy Landscape for Healthy Livestock two year regenerative agriculture project (in progress).

Future directions

- Establish an ongoing **farm advisory and private land conservation program**, including delivery of advice and capacity building initiatives as well as compliance activities.
- Develop a **Water Sensitive Urban Design** policy and set of guidelines and invest in Water Sensitive Urban Design infrastructure to improve storm water outflows to creeks and rivers.

Resource Efficiency

Summary of 2019-2020 outputs and outcomes

- 11.4% reduction in general waste sent to landfill equating to a decrease of 55.4kg per serviced property on average.
- 24% reduction in recyclables equating to a decrease of 56.9kg per service property on average.
- 36.3% increase in green waste / Food Organics and Garden Organics (FOGO) equating to 97.1 kg per serviced property on average.
- Introduction of a four-bin kerbside collection service to 73% of serviced properties for general waste, Food Organics and Garden Organics, glass, and recycling.
- Engagement of a Waste Education Officer.

Key actions completed since 2016

- Establishment of a “tip shop” at the Kyneton transfer station in March 2018.
- Increased staff resources dedicated to waste management and resource recovery.
- Introduction of the four-bin kerb side collection service aimed at reducing the amount of waste transferred to landfill.

Future directions

- Develop a new **Waste Management Strategy**.
- Establish a system to report on Council's **operational waste**.
- Establish a system to report Council's use of **recycled materials** in buildings and infrastructure.

Proposed Environment Strategy Review

Since its adoption in June 2016, many actions listed in the *Environment Strategy 2016* have been implemented, as part of Council's ongoing operations or do not reflect Council's current environmental priorities. This is due to the adoption of the *Biodiversity Strategy 2018* and the *Climate Change Action Plan 2017*, the latter of which has been substantially implemented and will be due for renewal in 2021. There has also been major changes to waste management and resource recovery systems at a state and local level which impacts on Council's waste management priorities.

As a result of the above, Council is now in a position to reflect on the status of the *Environment Strategy 2016* and consider options for its review. A report will be presented to Council in 2021 which outlines a recommended approach for updating the strategy.

Strategic Alignment

One of Council's five priorities in the *Council Plan 2017-2027* is to “Protect the natural environment”, with the accompanying commitment:

We will protect our natural environment through proactive environmental planning, advocacy and policy to address climate change, support biodiversity, enhance water catchment quality, and manage waste as a resource.

The *Environment Strategy 2016* sets out Council's approach to achieving this goal which is evaluated annually in the Annual Environment Report.

Implications

Financial, Resource, Information Technology and Asset Management Implications and Risks

Many works undertaken to deliver environmental outcomes also provide financial benefits and improve the long term performance of assets.

Policy and Legislative Implications and Risks

There are no policy or legislative implications or risks associated with this report.

Sustainability Implications and Risks (Social and Environmental)

The Annual Environment Report track's Council's progress towards mitigating environmental risks.

Charter of Human Rights Implications and Risks

The contents of this report do not impact on the Charter of Human Rights.

Officer Declaration of Conflict of Interest

Officers involved in the preparation of this report do not have any direct or indirect conflict of interest in reporting the environmental outcomes from council's work for 2018-2019.

Conclusion

Council's Annual Environment Report 2019/20 demonstrates Council's continued commitment to addressing climate change, resource efficiency, biodiversity and community engagement. The emission reductions achieved and the reductions in waste transferred to landfill are particular highlights for the year. Given Council's achievements to date, it is timely to consider a review of Council's *Environment Strategy 2016* in the coming year.

PE.4	EXPLORATION LICENCE APPLICATION EL007260 (LANCEFIELD)
Officer	Leanne Khan, Coordinator Strategic Planning
Council Plan Relationship	Relates to priority area: Protect the natural environment
Attachments	1. Exploration Licence Application Area 2. Council submission to Exploration Licence Application No. EL007260 (Lancefield)

Purpose and Overview

The purpose of this report is to inform Council of a submission made to Earth Resources Regulation regarding a notice of application for an exploration licence in the Lancefield, Baynton and Kyneton area.

Recommendation

That Council note the submission made to Earth Resources Regulation regarding Exploration Licence Application EL007060 (Lancefield).

Background

Notice of an exploration licence application was made on 3 August 2020 by way of direct notification to Council. The application is being made by Syndicate Minerals Pty Ltd. The proposed exploration area is located in the Lancefield, Baynton and Kyneton areas, as shown in Attachment One.

Objections or comments on the application had to be submitted to Earth Resources Regulation within 21 days of publication of the notice.

Council officers contacted Earth Resources Regulation seeking an extension of time for making a submission, however the request was refused. This refusal necessitated Council Officers preparing and submitting comments on the application without seeking Council's direction due to the short timeframe available.

Context

The application proposes to give the licence holder rights to explore for minerals within the exploration area. If granted, the licence would not permit mining to occur, nor does it guarantee that a licence for mining would be granted in future. Syndicate Minerals Pty Ltd is required to enter into agreements/obtain permission from private land holders before accessing privately owned land, as well as obtaining permission from the Department of Environment, Land, Water and Planning before accessing Crown land, and obtaining permission from Council before accessing any Council land, including road sides.

The application is not being made to Council, nor is Council responsible for deciding the application. Council does have the right to make an objection or provide comments to Earth Resources Regulation regarding the application. Given the potential for impact on significant landscapes and biodiversity, it is considered prudent for Council to provide comment on the application.

It is important that Earth Resources Regulation, while assessing the application, is aware of the environmental and cultural sensitivity of the designated area.

Specifically:

- That Macedon Ranges has been declared a distinctive area and landscape under the Planning and Environment Amendment (Distinctive Areas and Landscapes) Act 2018
- The Aboriginal cultural heritage value present in the proposed designated area.
- Council's adopted strategies, specifically the Biodiversity Strategy and Landscape Assessment Study.

These considerations are outlined in greater detail in Council's submission (Attachment Two).

Consultation and Engagement

Given the short timeframe to prepare a response to the notice, the submission was based on information provided through previous Council consultations, including the Macedon Ranges Landscape Assessment Study 2019 and the Macedon Ranges Biodiversity Strategy 2018.

Strategic Alignment

This submission to Earth Resources Regulation aligns with priorities set out in the Council Plan 2017-2027:

Our Priorities: Protect the Natural Environment

- Address climate change mitigation, resilience and adaptation
- Protect biodiversity
- Enhance waterways and water catchment quality

Implications

Financial, Resource, Information Technology and Asset Management

Implications and Risks

Nil

Policy and Legislative Implications and Risks

This report relates to the endorsed Macedon Ranges Statement of Planning Policy 2019, Landscape Assessment Study 2019 and the Biodiversity Strategy 2018.

Charter of Human Rights Implications and Risks

This proposal does not have any direct or indirect human rights implications.

Declaration of Conflict of Interest

No officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

Conclusion

Council officers have made a submission to Earth Resources Regulation regarding Exploration Licence Application EL007260 detailing concerns related to landscape, potential loss of high quality agricultural land, aboriginal heritage and environmental considerations.

PE.5	DRAFT RECONCILIATION ACTION PLAN
Officer	Bob Elkington, Coordinator Community and Economic Development
Council Plan Relationship	Promote health and wellbeing Protect the natural environment
Attachments	Draft Reconciliation Action Plan

Purpose and Overview

To seek Council's adoption of the draft Reconciliation Action Plan (RAP).

This is an important and significant project for Council and the community. It represents the first (draft) RAP to have been developed for Council.

This draft has been developed with input from Council's RAP Working Group and Reconciliation Australia (RA) and feedback received following consultation in July 2020. Generally positive feedback has been received from the community, including from the three Registered Aboriginal Parties.

Recommendation

That Council:

- 1. Adopt the Draft Reconciliation Action Plan (RAP).**
- 2. Direct the Acting Chief Executive Officer to present the draft RAP to Reconciliation Australia for endorsement.**
- 3. Thank the Registered Aboriginal Parties and community members for their feedback, as well as the Working Group for their efforts in developing the draft RAP.**
- 4. Direct the Acting Chief Executive Officer to include the community's feedback received in July 2020 into the next review of the RAP, which is anticipated to commence by the end of 2021.**

Background

In early 2019, Council commenced work to develop its first Reconciliation Action Plan (RAP). The aims of the Plan were to:

- Support improved outcomes for Aboriginal and Torres Strait Islander people in Macedon Ranges Shire.
- Strengthen relationships and create meaningful opportunities with Aboriginal and Torres Strait Islander peoples
- Enable all residents, and Council staff, to celebrate and respect Aboriginal and Torres Strait Islander peoples and culture, and to contribute to reconciliation.

In March 2019, a RAP Working Group was established comprising representatives from Dja Dja Wurrung and Taungurung, as well as interested community members

and twelve Council staff representing all Directorates. Consultant Bonnie Chew, of Mirriyu Cultural Consulting, was engaged. Council's Director Planning and Environment chairs this working group.

At that time, Wurundjeri Woi Wurrung were invited to join the Working Group but declined. They have since (July 2020) expressed interest in joining it as part of their response to consultation. At this time, Wurundjeri Woi Wurrung have not yet joined the Working Group; this will likely occur following Council's adoption of the draft RAP.

RA provided a template for an Innovate RAP which sets out the minimum requirements that must be included for it to reach the 'innovate' standard. The RAP working group developed a consultation plan in alignment with Council's community consultation framework and the initial consultation process took place from July to September 2019. The initial draft RAP was referred to RA for feedback. Ultimately, RA must endorse the final version of the RAP. Once endorsed by RA, it must then be reviewed and updated every two years.

The draft RAP was put to community consultation from 3 to 31 July 2020. At the same time, it was sent to the Registered Aboriginal Parties for their feedback and input. Outcomes of consultation are detailed in a later section of this report.

Positive responses to the draft RAP were received from the Registered Aboriginal Parties.

Following consultation, minor changes were made to the draft RAP to reflect some comments made by the Working Group and community feedback. The draft RAP attached to this report is the final version..

Officers have not been able to workshop potential changes to the draft RAP in response to community feedback with the Working Group. It is acknowledged that this is not ideal, however it is due to the timeframe required to bring matters to Council before the caretaker period commences at midnight on 21 September 2020. Officers are keen to receive Council's formal support of the draft RAP (by its adoption of it) at the September Ordinary Council Meeting.

Many community suggestions require further investigation including potential resourcing requirements. Given this, these suggestions have not been included in the draft RAP. However, officers have noted all feedback and propose to 'carry over' this feedback to when the RAP is next reviewed. While the review would need to occur by late 2022, officers anticipate that the review process would commence 12 months prior (late 2021) to ensure that enough time is given to complete this process.

Council has undertaken some actions while developing the RAP in support of reconciliation. These include:

1. Commissioned artwork for the RAP (featured on the front page of the draft). This has also been used in other work, like the item referred to at Item 2 (below).
2. Creation of an 'Acknowledgement of Country' wallet card for Councillors and Council staff.
3. Updated Council's website and publications to reflect the correct name of Wurundjeri Woi Wurrung
4. Purchased the rights to an online cultural awareness training package, expiring in April 2021. This training will be offered to Council staff, Councillors, as well as the Working Group.
5. Approved the installation of 'Acknowledgment of Country' signage at Council operated kindergartens.

Context

A RAP is a strategic document that supports an organisation's business plan. It includes practical actions that will drive an organisation's contribution to reconciliation both internally and in the communities in which it operates.

The RAP Program contributes to advancing reconciliation by supporting organisations to develop respectful relationships and create meaningful opportunities with Aboriginal and Torres Strait Islander peoples.

Workplaces can develop one of four types of RAPs. Upon receipt of advice from RA, Council has developed an "Innovate" draft RAP. This kind of Plan focuses on implementing reconciliation actions and has a duration of two years.

Once Council adopts the draft RAP (as is recommended by this report), then it must be submitted to RA for endorsement. If the draft RAP is adopted at Council's Ordinary Council Meeting on 16 September 2020, then officers anticipate that RA would endorse it in the October/November 2020 period.

Following endorsement by RA, officers will bring the final RAP to an Ordinary Council Meeting for noting.

Once endorsed, the RAP must be reviewed and updated within two years.

Consultation and Engagement

Initial consultation was undertaken with the Dja Dja Wurrung, Taungurung, Wurundjeri Woi Wurrung Peoples, local Aboriginal and/or Torres Strait Islander Peoples, Councillors, Council staff and the broader Macedon Ranges community. In that early stage the consultation and engagement process also incorporated feedback from two reviews by Reconciliation Australia.

The draft RAP was then exhibited publicly for a period of four weeks, from July 3 to July 31 2020. Concurrent to the public exhibition, the draft RAP was sent to the three Registered Aboriginal Parties for their feedback and input.

The Have Your Say online survey prompted 14 responses and a further six responses were received by email. The outcomes of this consultation are outlined below:

Registered Aboriginal Party responses

Traditional Owners group	Representative	Response
Taungurung Clans Aboriginal Corporation	Chris Marshall (General Manager)	There is adequate recognition and respect given to TOs in general and to Taungurung in particular. There will be a great deal more engagement with local government bodies in the months and years to come and that may lead to amendments to their RAPs – but I think this is adequate for the time being.
	Auntie Jo Honeysett (Taungurung Elder)	Provided verbal endorsement for the RAP
Dja Dja Wurrung Clans Aboriginal Corporation	Rodney Carter (CEO)	Congratulations on the completion of this draft and we look forward to the release and working with the Shire going forward.
Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation	Auntie Gail and Auntie Julieanne (Elders responsible for 'cultural consultations')	Both verbally and by email conveyed that they were happy with the RAP. They also expressed an interest in now joining the RAP working group where Auntie Julieanne will represent Wurundjeri Woi Wurrung. Representation from the Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation were invited to join the RAP working group in March 2019 but declined at that time. Alex Parmington (CEO) was happy for the RAP to be endorsed by these Elders as they have had involvement from its inception.

Have Your Say – survey responses

Question	Summary of responses
Looking at the list of actions captured in the draft RAP, which activities do you feel are the most important and why?	<ul style="list-style-type: none"> • Recognition and value of traditional owners and the lands they represent • Relationships • Understanding history to help move reconciliation forward • Education to increase understanding, empathy and healing • Structural support for employing indigenous people • Good anti-racist policies/positive race relations • Increase understanding and value of Aboriginal and Torres Strait Islander cultures • Raise awareness of and provide training in Land Use Activity Agreements and cultural heritage requirements • Forever protecting the natural environment • None • Don't need the RAP
What do you think needs improvement or inclusion?	<ul style="list-style-type: none"> • How non-indigenous people can participate in the actions • How will the RAP be rolled out to the community? • Anti-racism education and health advocacy • Reflect on our ancient history in a true and inclusive manner. No white-washing • Use traditional First Nation names for places/landmarks • Don't celebrate inappropriate historical figures • Put in place accurate indigenous cultural information and signage – create cultural walks • Bring forward the action of having an acknowledgment of country on staff email signatures – simple to implement and would show confident, decisive and symbolic leadership • Plans look good • Add the Reconciliation Australia logo to the final version • Consider lengthening the term of the RAP to ensure that actions can be implemented and evaluated over a longer period • Include traditional owner language in the RAP (e.g. for major headings and the name on the plan) • Develop a local acknowledgment of country with Elders for

	<p>local kindergartens</p> <ul style="list-style-type: none">• Make a commitment to all dates of significance (e.g. NAIDOC Week, Sorry Day etc) as part of the one item• Note why there wasn't inclusion on the working group from Wurundjeri Woi Wurrung and Taungurung• Educating residents and visitors regarding respect for the land – including significant sites such as Hanging Rock• Indigenous rangers could help to instil a deeper understanding and respect• Continue school tours at Mount William• Do not support Australia Day celebrations, or ignore the topic of Invasion Day• Seek the input of the whole community as opposed to specifying identity groups• There is no need to reconcile with Aboriginals – Kevin Rudd said sorry in 2008 and that's enough• Action Plans are going too far. Time to look forward as a community, not particular races
<p>Do you have ideas on how the community can assist to deliver these actions?</p>	<ul style="list-style-type: none">• Local meetings to promote the RAP – include music, cultural stories• Acknowledgment of country at all community gatherings• Get locals involved and committed to awareness and action• Short paragraph each week in local paper with a story about the indigenous heritage of the Macedon Ranges• Get volunteers involved in NAIDOC and educational activities• Council should get involved with Friends Of groups and support delivery of community based events (e.g. Friends of Steele Creek)• Promote Council's reconciliation work to increase community involvement• Share initiatives and proactively employ Indigenous teachers• Support/encourage Welcome to Country at community events – add to events funding guidelines• Identify champions in the local community• Share stories, local history and cultural relevance• Use artists and creativity

	<ul style="list-style-type: none"> • No action is needed • Encourage community respect for everyone and the environment
What innovative reconciliation actions would you like to see become part of the next RAP?	<ul style="list-style-type: none"> • Education in schools, community activities and cultural gatherings • Local treaty-making with Traditional Owners • Percentage of rates paid to Traditional Owners – sovereign fund, reparations • Aboriginal business hub – investment and support • Anti-racism training for council staff • Dawn memorial service for invasion/survival day • No celebrations on January 26th • Smoking ceremony and welcome for first Council meeting after elections • Link local schools with indigenous communities and elders for educational workshops, relationship building and awareness raising • Booth at local markets with activities and traditional food • Statement of Commitment to Traditional Owners Stance on 26 January Healing Ceremony • Yarning Circles for early years learners • Commitment to developing a Stolen Gen marker • Develop/support a local Aboriginal Discovery course • School tours of significant sites • Megafauna park/project • We don't need any more • A centre for reconciliation – telling a redemptive and healing story • Demonstrate that all of the community is valued • Acknowledge we have already said sorry for something we were not responsible for and move on • Leading question. Yet to be asked whether or not you agree with the RAP
Please provide any general feedback on the RAP	<ul style="list-style-type: none"> • Such an important move if not a little overdue • Guiding principles were good • Process seemed good though want to know how many local Aboriginal people provided input. If low, other

	<p>strategies could have been used</p> <ul style="list-style-type: none"> • Thank you for doing this • Well done! • Congratulations Council for taking this seriously • Lots of outcomes to deliver by December 2021 – may need assistance in delivery • Well done to staff who have worked hard on this for a couple of years • You're wasting our money on something useless • Ideologically driven and divisive – marginalising too many people and artists • Get rid of it • Let's stop dividing the community between First Nation peoples and the rest. Let's look forward not backwards and treat everyone with respect • It's a strong start to taking real action • You are doing a good job. Thank you
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Email responses

	Summary of response
Email 1	<p>Have Macedon Ranges libraries named as key delivery partners for specific actions in the plan</p> <p>Also by utilising Council library services - support partner organisations to build promotion of positive race relations through core service planning and delivery. For example, promote community understanding of aboriginal cultural heritage through collections, programs and culturally inclusive spaces</p> <p>Via a community grant application, deliver diversity story times, run anti-racism bystander training for the community, develop cultural development projects and programs</p> <p>Have libraries undertake a cultural audit and be held to account on the outcomes</p> <p>The RAP actions are currently very internally focused and yet via the libraries there is huge potential for Council to proactively take a lead on whole of community learning, such as delivering cultural awareness training to staff and community and delivering activities associated with NAIDOC Week and National Reconciliation Week</p>
Email 2	<p>Regarding the two actions relating to natural resource management on Council managed reserves – they are very similar. The action to be delivered by December 2022 could be deleted.</p>

Email 3	<p>Congratulations to all for a fine beginning for responsiveness for Reconciliation Awareness in the Macedon Ranges</p> <p>I support the respect actions – the specifics of partnerships outlining the co-development of the Hanging Rock Strategic plan and the employing of Registered Aboriginal Parties for cultural burns and natural resource management. These will both lead to further positive understanding and awareness in our community</p> <p>Action 5 – Would the cultural awareness training strategy be developed with/by Traditional Owners?</p> <p>Action 6 – Would the review and update of organisational protocols for recognising Traditional Owners and Aboriginal and Torres Strait Islanders be for all staff?</p> <p>Could the “standardised” Acknowledgement of Country developed for kindergartens be created with local Elders and be “specific” to the country they are on?</p> <p>Action 8 – Is there a percentage target for the increase in Aboriginal and Torres Strait Islander staff employed by Council by 2021?</p> <p>Action 12 – Shouldn’t the RAP Working Group terms of reference be a 2020 action?</p> <p>Action 13 – Would a budget allocation be made as part of defining the resource needs for RAP implementation?</p>
Email 4	<p>I’d love to see our First Nations acknowledged, original place names honoured (with their permission) and allowed stories shared etc., in the designing of our new bike trails.</p>
Email 5	<p>Regarding the Reconciliation Action Plan - might we consider changing some street names as a ‘symbolic change’ righting the ‘wrongs of the past’?</p> <p>I am thinking specifically of Hutton and Yaldwyn streets in Kyneton. W.H. Yaldwyn’s men killed eight Aborigines (Djadjawurrung or Nguraillamwurrung) June 1838. Captain Charles Hutton responsible for 40 Djadjawurrung deaths June 1838. Hutton is on record as espousing the total eradication of Aborigines.</p>
Email 6	<p>About six months ago I went into MRSC offices and asked about our own regional shire Acknowledgement of Country stickers or plaques that might be available (to purchase) to put outside our home to recognise and pay respects to the local Traditional Custodians. I was advised this was being developed. As part of our reconciliation progress and developing a shire policy, I was optimistic that this might have progressed.</p> <p>This would make it easier for people like myself to purchase, and also be readily available to our local business and residential community.</p>

Strategic Alignment

The Reconciliation Action Plan development project aligns with the Council Plan priorities of **Promote health and wellbeing** and **Protect the natural environment**.

Aspects of the RAP specifically align with the actions in Council's:

- Environment Strategy 2018
- Biodiversity Strategy 2018
- Visitor Economy Strategy 2019-2029
- Arts and Culture Strategy 2018-2028
- Youth Strategy 2018-2028
- Hanging Rock Strategic Plan

The draft RAP is also aligned with Traditional Owners' (TOs) priorities, including the:

- Dhelkunya Dja Dja Dja Wurrung Country Plan 2014-2034
- Taungurung's Country Plan, Taungurung Buk Dadbagi

The Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation are in the process of developing their Country Plan and have stated they have strong historic and modern connections with Country within the Macedon Ranges and want to move forward as partners in the local landscape, resource management and planning. The draft RAP is aligned with the Wurundjeri Woi Wurrung strategic priorities as are understood at this time.

Implications

Financial, Resource, Information Technology and Asset Management

Implications and Risks

The actions proposed via adoption of the RAP do have financial and resource implications that will be required over the two year life of the plan. It is envisaged that implementation of outcomes will be achieved through allocation of existing resources, engaging with other agencies in a partnership delivery model and through grant funding.

If required, additional resourcing (financial or otherwise) will be requested through Council's budget processes.

Policy and Legislative Implications and Risks

Macedon Ranges Shire Council, Council Plan year 3 actions includes;

Priority area 1 Promote health and wellbeing:

Advance Indigenous reconciliation through working with Recognised Aboriginal Parties on the development of a Reconciliation Action Plan

Sustainability Implications and Risks (Social and Environmental)

It is anticipated that only positive environmental and social outcomes are likely from the implementation of the RAP.

Charter of Human Rights Implications and Risks

It is likely that his proposal will have positive outcomes for traditional owners and other local Aboriginal and/or Torres Strait Islander Peoples as well as the broader community in regards to matters of freedom, respect, equality and dignity.

Officer Declaration of Conflict of Interest

No officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

Conclusion

The development of the Draft RAP has included extensive consultation with a range of key stakeholders and interested parties, none-the-less, the three Registered Aboriginal Parties comprising Dja Dja Wurrung, Taungurung and Wurundjeri Woi Wurrung Peoples.

Subject to Council endorsement, the RAP will progress to the next stage, endorsement by Reconciliation Australia, enabling final adoption by Council. Officers will then be in a position to continue to implement the actions.

CX.1	CONTRACTS TO BE AWARDED AS AT 16 SEPTEMBER 2020 AND RELATED MATTERS
Officers	Brian Glendenning, Interim Manager Legal & Corporate Governance Corinne Farley Coordinator Contracts
Council Plan Relationship	Deliver strong and reliable government
Attachments	Nil

Purpose and Overview

This report advises of contracts that are proposed to be awarded by Council officers under delegated authority; proposes that Council delegate the authority to the Chief Executive Officer to award specific contracts; proposes that Council delegate an additional delegation to award other contracts from the commencement of the Election Period to the second meeting of Council following the local government election, and to report a breach of Council's Procurement Policy.

Recommendation

That Council:

1. **Note that the following contracts will be awarded by Council officers under delegated authority:**
 - a. **C21.1071 Supply Panel Demolition and Asbestos Removal**
 - b. **C21.1072 Supply Panel Drainage Products**
 - c. **C21.1073 Stabilisation of Road Formation**
2. **Delegate, pursuant to s. 11(1)(b) of the *Local Government Act 2020*, authority to the Acting Chief Executive Officer to award:**
 - a. **C21.1074 Small Area Stabilisation Works**
 - b. **C21.1075 Supply Panel Provision of Asphalt Works**
 - c. **C21.1077 Electrical Services Panel**
 - d. **C21.1078 Plumbing Services Panel**
 - e. **C21.1079 Handyman Services Panel**
 - f. **C21.1080 Kyneton Saleyards Refurbishment – Construction Tender**
3. **Delegate, pursuant to s. 11(1)(b) of the *Local Government Act 2020*, authority to the Acting Chief Executive Officer to award any contract during the period commencing on 22 September 2020 (being the first day of the Election Period) and concluding on the day of the second meeting of Council following the Victorian local government elections on 24 October 2020, subject to the following conditions:**
 - a. **Strict compliance with the *Local Government Act 2020*, including s. 69 of that Act and the *Election Period (Caretaker) Policy* adopted by Council on 26 August 2020;**

- b. The award of any such contract be necessary due to an emergency, to prevent the lapsing of a tender or to meet obligations under any grant funding agreement Council is party to; and**
 - c. The Acting Chief Executive Officer provide a report to the Council on or before the second meeting of the Council following 24 October 2020 election detailing the exercise of this delegation, including the circumstances in which that exercise was necessary.**
 - 4. Note the breach of the Procurement Policy, which will be disclosed in the 2019/20 Annual Report.**
-

Background

Council's delegation to the Chief Executive Officer (CEO) dated 14 July 2020 limits the CEO's power to award contracts to having a value of \$1,000,000 or less. The CEO has delegated that function to staff, in accordance with an instrument dated 27 August 2020, subject to conditions that include compliance with Council's adopted Procurement Policy.

Context

This report provides Council with a brief summary of proposed contracts, which are being advertised or will shortly be advertised, and advises whether or not delegated authority to award the contract currently exists:

1. Contracts to be awarded under delegation

C21.1071 Supply Panel Demolition and Asbestos Removal.

This contract is for the appointment of a number of suitably qualified and experienced contractors to a panel of suppliers for the removal of asbestos from council buildings and public spaces within the shire and to remove building and structures which no longer meet council requirements and have reached end of life and are non-compliant, damaged and impose a risk to public safety. Delegated authority to award the contract exists with the Chief Executive Officer. Funds for these works will be provided in the 2020/21 budget and future annual budgets.

C21.1072 Supply Panel Drainage Products

This contract is for the appointment of a panel of suppliers for the supply of drainage products to be used in maintenance and construction projects. This contract replaces the current contract which expired on 31 January 2020. Delegated authority to award the contract exists with the Chief Executive Officer. Funds for these works will be provided in the 2020/21 budget and future annual budgets.

C21.1073 Stabilisation of Road Formation

This is a 2-year Schedule of Rates contract for road formation stabilisation works to existing pavements and specified roads throughout the municipality. The contract replaces the current contract which expires on 14 October 2020. Delegated authority to award the contract exists with the Chief Executive Officer. Funds for these works will be provided in the 2020/21 budget and future annual budgets.

2. Contracts for which specific delegation to the CEO is sought

C21.1074 Small Area Stabilisation Works

This is a supply panel for the provision of small area stabilisation works. A number of contractors will be appointed to the panel to mechanically stabilise failing small sections of road pavement and then seal with a bitumen spray seal. This contract replaces the existing contract which expired on 18 March 2020. The proposed 3-year contract with an extension option of 2 years exceeds the delegated authority of the Chief Executive Officer. Funds for these works will be provided from the 2020/21 budget and future annual budgets.

C21.1075 Supply Panel Provision of Asphalt Works

This is a supply panel for the provision of asphalt works for new and upgraded roads throughout the Shire. This contract replaces the existing contract which is due to expire on 2 December 2020. The proposed 2-year contract with an extension option of 2 years exceeds the delegated authority of the Chief Executive Officer. Funds for these works will be provided from the 2020/21 budget and future annual budgets.

C21.1077 Electrical Services Panel

This is a services panel for the provision of electrical services throughout the Shire. This contract will replace an existing contract which is due to expire on 12 November 2020. The proposed contract will have a term of 3 years, with two one years options to extend. The expected expenditure on this contract is \$1,500,000 and so exceeds the authority currently delegated to the CEO.

C21.1078 Plumbing Services Panel

This is a services panel for the provision of plumbing services throughout the Shire. This contract will replace an existing contract which is due to expire on 12 November 2020. The proposed contract will have a term of 3 years, with two one years options to extend. The expected expenditure on this contract is \$1,500,000 and so exceeds the authority currently delegated to the CEO.

C21.1079 Handyman Services Panel

This is a services panel for the provision of “handyman” (light maintenance) services throughout the Shire. This contract will replace an existing contract which is due to expire on 12 November 2020. The proposed contract will have a term of 3 years, with two one years options to extend. The expected expenditure on this contract is \$1,500,000 and so exceeds the authority currently delegated to the CEO.

C21.1080 Kyneton Saleyards Refurbishment – Construction Tender

This is a contract for the design and build of refurbishment of the Kyneton Saleyards and truckwash facility. The proposed contract will have a term of 12 months with the expected expenditure on this contract is \$1,800,000 and so exceeds the authority currently delegated to the CEO.

3. Additional delegation sought to award contracts in certain circumstances

Local government elections are to be held on Saturday 24 October 2020. On 24 August 2020 Council resolved to adopt the *Election Period (Caretaker) Policy*. That Policy was adopted in compliance with s. 69 of the *Local Government Act 2020 (Act)*, to implement prohibit or regulate certain decisions by Council (including by Council staff) during the “election period”, which commences at noon on Tuesday 22 September 2020 and ends at 6pm on 24 October 2020. The purposes of those measures are to ensure that actions by Council do not interfere with the election process and to safeguard the authority of the incoming Council.

The term of each of the current councillor ends at 6am on the day of the election, being 24 October 2020: s 29(1)(a) of the Act. The Victorian Electoral Commission is conducting the election, and the result of the election is expected to be declared on or before Friday 13 November 2020. The newly elected councillors will take the prescribed oath or affirmation of office: s. 29(1)(a) of the Act. During the period from 6am 24 October 2020 to the taking of oaths and affirmations by the newly elected councillors all civic offices are vacant.

With the considerable uncertainties arising from the COVID emergency, which may extend the time taken for the election result to be declared, delay the giving of oaths or affirmations of the new councillors, or create practical difficulties convening the first meetings of the newly elected Council, it is recommended that Council delegate to the CEO authority to award contracts of any value where necessary due to an emergency, to prevent the lapsing of a tender or to meet obligations under any grant funding agreement, subject to complying strictly with the Act and Council’s *Election Period (Caretaker) Policy*. The proposed delegation requires that the CEO report to the second meeting of the newly elected Council on the exercise of that delegated power, where the first meeting of the newly elected Council will be to elect the Mayor and Deputy Mayor only.

4. Procurement Policy Breach

Cumulative Expenditure Breach

A breach of the cumulative expenditure rules within Council’s Procurement Policy [Clause 5.4] has been identified. The breach occurred following an open quote process relating to work supporting a review of Delegated Committees to assist in the delivery requirements of the Local Government Act 2020. Whilst an open quotation process was completed via Council’s electronic tendering system, and multiple quotes were received, the awarding of the works to successful supplier CT Management became technically non-compliant because an advertisement was not placed in the local paper at the same time as the open quotation process. This was not identified until all quotations had been reviewed and evaluated. As existing Delegated Committees ceased to exist on 1 September 2020 and the works were part of a critical time path, CT Management as the first placed tenderer after the evaluation, were awarded the works. The breach will be reported in Council’s 2019/20 Annual Report.

Consultation and Engagement

Nil

Strategic Alignment

In order to ensure Council carries out procurement activities in accordance with its Procurement Policy, as required by the *Local Government Act 1989*, this report is provided to acquit those requirements.

Delivering on the above requirement ensures that Council delivers on its priority of strong and reliable government.

Implications Legislative

The *Local Government Act 2020* does not become applicable to procurement until 1 July 2021. As such the provisions of the *Local Government Act 1989* and associated regulations will apply until this time. On 1 July 2021, Council will have a transition period until 31 December 2021 in which to enact the requirements of the *Local Government Act 2020*.

Officer Declaration of Conflict of Interest

No officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

Conclusion

That Council note that delegated authority exists for officers to award contract:

- C21.1071 Supply Panel Demolition and Asbestos Removal.
- C21.1072 Supply Panel Drainage Products
- C21.1073 Stabilisation of Road Formation

and grant delegated authority to the Chief Executive Officer to award the following specific contracts as well as a further delegation to award other contracts in specific circumstances from the commencement of the statutory “election period” to the second meeting of Council following the 24 October 2020 election:

- a. **C21.1074 Small Area Stabilisation Works**
- b. **C21.1075 Supply Panel Provision of Asphalt Works**
- c. **C21.1077 Electrical Services Panel**
- d. **C21.1078 Plumbing Services Panel**
- e. **C21.1079 Handyman Services Panel**
- f. **C21.1080 Kyneton Saleyards Refurbishment – Construction Tender**

Cumulative Expenditure Breach

That Council note the further Procurement Policy breach with CT Management Pty Ltd.

CX.2	DRAFT COMMUNITY ENGAGEMENT POLICY
Officer	Leanne Manton, Manager Communications
Council Plan Relationship	Deliver strong and reliable government
Attachments	Draft Community Engagement Policy

Purpose and Overview

To present the draft Community Engagement Policy to Council for consideration and endorsement prior to public consultation.

Recommendation

That Council:

- 1. Endorse the draft Community Engagement Policy for the purposes of public consultation**
- 2. Consider all submissions received prior to finalising the policy**
- 3. Consider the final version of the policy to be presented at a future Council meeting for adoption.**

Background

Macedon Ranges Shire Council is committed to clear and meaningful consultation as detailed in the Council Plan 2017-2027. Council has developed a Community Consultation Framework (CCF) in order to guide this process.

The CCF includes four principles which underpin all of Council's current consultation and engagement activities – planned, inclusive, timely and informed.

The CCF has been revised every four years since its inception and is adopted by Council following public consultation.

The last review took place last year and this resulted in a new draft CCF which was finalised following public consultation and adopted by Council in June 2019.

Under section 55 of the *Local Government Act 2020* (LGA 2020) all Councils are required to adopt and maintain a Community Engagement Policy which:

- must be developed in consultation with the municipal community
- gives effect to specified community engagement principles
- is capable of being applied to the making of Council local laws
- is capable of being applied in relation to budget and policy development
- describes the type and form of community engagement proposed, having regard to the significance and complexity of the matter and the level of resourcing required
- specify a process for informing the community of the outcome of the community engagement

- include deliberative engagement practices which are capable of being applied to the development of the Community Vision, Council Plan, Financial Plan and Asset Plan
- be adopted by 1 March 2021.

The community engagement principles in the new LGA 2020 are that:

- A community engagement process must have a clearly defined objective and scope
- Participants must have access to all the information they need to participate effectively
- Participants must be representative of the persons or groups affected by the matter
- Participants are entitled to reasonable support to enable participation
- Participants must be informed of the ways in which the engagement process will influence Council decision making.

The principles in the Act build on the better practice principles outlined in the Victorian Auditor-General's Office (VAGO) 2017 report Public Participation and Community Engagement: Local Government Sector.

Context

Prior to development of the draft policy, a gap analysis was conducted between the existing CCF and the requirements of the new LGA 2020.

The gap analysis identified that a significant amount of the new requirements were not met by the existing CCF.

In addition, while the CCF is adopted by Council every four years, it is not clearly defined as a policy or presented as a policy on the approved Council policy template.

The CCF consists of information to residents on how consultation and engagement activities will be undertaken, as well as direction to staff on how to deliver on these requirements.

Rather than amend the existing CCF, it was considered a clearer and more effective approach going forward would be to develop a separate policy document supported by a guidelines document for staff regarding community engagement.

This is a model used by other councils and one which will allow Council an agile and flexible response as required in this fast-changing space.

This approach also ensures Council clearly complies with the new Act.

Accordingly a new draft policy has been developed and is attached to this report.

Consultation and Engagement

As the current CCF went to public consultation only 12 months ago (May 2020), officers have attempted to retain as much relevant content as possible in the draft Community Engagement Policy.

The draft policy has been shared with Council's Health and Wellbeing Advisory Committee and the committee's feedback will be considered along with the results of public consultation.

In order to follow best practice and avoid consulting with the community during December and January, it is proposed that the draft policy be provided to the community for consultation immediately following the upcoming election period in October and then presented to the new Council for the purpose of adoption in December.

Strategic Alignment

The proposal is consistent with Council's key priority to deliver strong and reliable government.

Implications

Financial, Resource, Information Technology and Asset Management

Implications and Risks

The proposal does not raise any financial, resource, information technology or asset management implications or risks.

Policy and Legislative Implications and Risks

The policy is a requirement of the LGA 2020 and has been prepared in accordance with the relevant provisions of the Act.

Sustainability Implications and Risks (Social and Environmental)

The proposal does not raise any social or environmental implications or risks.

Charter of Human Rights Implications and Risks

The proposal does not infringe any human rights contained in the Charter of Human Rights.

Officer Declaration of Conflict of Interest

No officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

Conclusion

Officers seek Council endorsement of the draft Community Engagement Policy for the purposes of public consultation.

CC.1	POSITIVE AGEING PLAN PARTICIPATE 2020-2025
Officer	Fiona Alexander, Manager Community Care
Council Plan Relationship	Promote Health and Wellbeing
Attachments	Positive Ageing Plan PARTICIPATE 2020-2025 and Summary Report

Purpose and Overview

The Council Plan 2017-2027 includes an action under the priority area of Promote Health and Wellbeing to ‘develop a positive ageing plan to prioritise need, attract funding and guide allocation of resources to services and programs’. This report recommends that Council endorse the final Positive Ageing Plan PARTICIPATE 2020-2025.

Recommendation

That Council:

- 1. Note that the draft Positive Ageing Plan PARTICIPATE 2020-25 was on public exhibition for a period of four weeks.**
- 2. Note that submissions received during this consultation phase have been considered prior to finalising the plan before Council.**
- 3. Endorse the final Positive Ageing Plan PARTICIPATE 2020-2025 which will then supersede Council’s Positive Ageing Plan 2016-2020.**
- 4. Direct the Acting Chief Executive Officer to write to those who provided submissions thanking them for their feedback.**

Background

The Council Plan 2017-2027 includes an action under the priority area of Promote Health and Wellbeing to ‘develop a positive ageing plan to prioritise need, attract funding and guide allocation of resources to services and programs’. PARTICIPATE 2020-2025 (PARTICIPATE) delivers this action.

PARTICIPATE will guide Council activities to cultivate an age-friendly community where older people feel valued, safe and connected. The name PARTICIPATE has been chosen in response to the emphasis placed on participation by residents who, through the community engagement process, expressed the desire to participate in, and be recognised within, community life.

The plan has been structured to align with Council’s ELEVATE Youth Strategy 2020-2028, and the draft Early Years Plan CREATE 2020-2025 that is currently being developed. This approach will present a suite of plans across the life course.

The draft plan was presented at the July 2020 Ordinary Council Meeting, at which time Council resolved to:

- 1. Place the draft Positive Ageing Plan PARTICIPATE 2020-2025 on public exhibition for a period of four weeks.**
- 2. Note that following community consultation, officers will report back to a Council meeting with a summary of community feedback and draft plan for consideration.**

Pending endorsement, PARTICIPATE will supersede Council's Positive Ageing Plan 2016-2020.

Context

Community consultation to develop the final plan

In late 2019 Council engaged consultants to design and implement a comprehensive process of community engagement for phase one of the consultation. This was done in tandem with consultation for Council's draft Early Years Plan CREATE 2020-2025, and aligned with Council's Community Consultation Framework Guidelines. A total of 977 people were engaged in this process on the Positive Ageing Plan which gathered input to four main questions:

1. What three things are the most important to improve in the Macedon Ranges to ensure older people can live a safe, healthy, connected and happy life?
2. What challenges do you think older people have living in Macedon Ranges?
3. What are your ideas for making Macedon Ranges an age-friendly shire?
4. What do you like about being an older person in the Macedon Ranges?

Phase two of the community consultation included taking the draft plan back to the community. The draft plan was on public exhibition from 27 July to 23 August 2020. During this period a further consultation phase focused on engaging the wider community, Council staff and volunteers, Council's Health and Wellbeing Advisory Committee, positive ageing partner organisations/groups including senior citizen clubs and neighbourhood houses to invite feedback on the draft plan. They were asked to review the plan, share their thoughts and to feedback their suggestions and ideas.

Consultation methods in phase two included:

- Email to partners, community groups and organisations on our contact listings (131 people)
- Over 55s Connect Enewsletter (187 people)
- Social media posts including: council Facebook pages on the corporate page, Over 55s Connect and Arts and Culture page (total reach of 1739 and engagement of 39)
- Council website, Have Your Say
- Media release 27 July 2020
- Council newspaper advert on 28 July and 11 August 2020
- Promotion to Commonwealth Home Support Programme clients via Community Connection Workers
- Invitation to five local Senior Citizen Groups to participate either via email, phone or online discussion (hard copies of the plans were all posted to each club)
- Invitation to all Council staff to participate in consultation

- Invitation to meet with community groups and organisations online – three meetings held with 19 attendees (including the Macedon Ranges Health and Wellbeing Advisory Committee)

A total of 30 people were engaged in the consultation process with a total 11 people (internal and external) providing feedback and suggestions on the draft plan.

Based on the feedback received minimal changes have been made to the plan, as outlined in Appendix A.

All feedback received in phase two of the consultation of the draft plan has been considered and where appropriate changes have been incorporated in PARTICIPATE.

Strategic Alignment

This report is aligned with the Council Plan 2017-2027 under the priority to Promote Health and Wellbeing.

Implications – financial

An annual work plan will be developed that incorporates PARTICIPATE actions. This work plan will inform reporting to key stakeholders and review of strategies as appropriate, to align with changing priorities at all levels of government, resources, emerging issues and opportunities such as new funding streams.

Policy and Legislative Implications and Risks

This report does not change internal or external policy positions or report on legislative change.

Sustainability Implications and Risks (Social and Environmental)

There are no sustainability risks identified. Council has been a member of the World Health Organisations Global Network of Ageing Friendly Communities since 2017 and has also signed the Victorian Governments Age-friendly Communities Declaration in 2016.

Charter of Human Rights Implications and Risks

The Victorian Charter of Human Rights and Responsibilities contains rights that promote and protect the values of freedom, respect, equality and dignity. Community consultation to inform this positive ageing plan indicated that older people in the Macedon Ranges want to be treated with dignity and respect and to also participate equally in the community.

Human rights issues such as elder abuse and ageism are addressed in the plan and there are actions listed that aim to address and reduce the impacts of these issues on older people.

Officer Declaration of Conflict of Interest

No officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

Conclusion

The final Positive Ageing Plan PARTICIPATE 2020-2025 is informed by community consultation undertaken in late 2019, and again from July-August 2020 on the draft plan. It includes background information and context along with priority areas for action based on the aspirations, concerns and needs of older people, as identified by the community. Actions have been planned for each of these priority areas and responsibility for these actions is shared across Council departments and in some instances with the community.

This report recommends that Council endorse the final Positive Ageing Plan PARTICIPATE 2020-2025.

Appendix A

The table below reflects the comments received and the changes made to the plan.

Community comment	Priority Action Area	Strategy	Draft action	Amended action
Is there scope to work together with Romsey/Lancefield community transport initiative for future sustainability?	1	1.1	1.1.2 Explore opportunities to improve access (or increase transport options) to Council's programs, activities and events e.g. trialling of volunteer transport support service for some events	1.1.2 Work in partnership to explore opportunities to improve access (or increase transport options) to local programs, activities and events e.g. trialling of volunteer transport support service for some events
Improve communication about My Aged Care and MRSC services to the whole community	2	2.1	2.1.2 Educate and share information with the community about aged care reform and the outcomes of the Royal Commission into Aged Care	2.1.2 Provide information to the community about local services and supports, evolving aged care sector reform including the outcomes of the Royal Commission into Aged Care
	2	2.1	2.1.3 Identify gaps in services, and tell community about our advocacy in response to the rapidly changing landscape of aged care reform	2.1.3 Identify organisational and service implications of the changing landscape of aged care reform
Internal decision to	2	2.1	2.1.9 action split	2.1.9

amend to make action clearer to community			to be two actions Investigate reported gaps in health and medical services and advocate to increase availability where need is evidenced. Support the establishment and/or expansion of these businesses as identified	Investigate reported gaps in health and medical services and advocate to increase availability where need is evidenced 2.1.10 Develop principles to guide Council's response to developer applications for residential aged care facilities
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CC.2	REPORT FROM THE AUDIT COMMITTEE MEETING HELD ON 13 AUGUST 2020
Officer	Melissa Collins – Interim Executive Support Officer, Corporate Committees
Council Plan Relationship	Deliver strong and reliable government
Attachments	Nil

Purpose and Overview

This report ensures Council transparently discloses a summary of the key matters discussed at Council's Audit Committee.

The 13 August 2020 Committee meeting discussed a number of matters including:

- Strategic Risk Presentations
- Strategic Internal Audit Plan – Proposed Program until 2023
- Draft Financial Statements and Performance Statements 2019/20
- Revised Loan Guarantee and Community Contributions Policy
- Revised Leasing and Licencing Policy
- Revised Macedon Ranges Shire Audit and Risk Committee Charter
- Quarterly Risk Management Report
- Procurement Policy Breach.

Recommendation

That Council note the report together with the draft minutes from the Audit Committee Meeting held on 13 August 2020.

Background

The Audit Committee is an independent Advisory Committee of Council, formally appointed by Council pursuant to Section 139 of the Local Government Act 1989.

The Audit Committee has meet regularly during the year to review and provide advice on matters that assist Council in the effective conduct of its responsibilities.

This Committee meeting was the last meeting held under the requirements of the Local Government Act 1989 and in compliance with the Local Government Act 2020, a new Audit and Risk Committee was established by Council on 26 August 2020.

Context

A meeting of the Audit Committee of Council was held on Thursday 13 August 2020. The draft minutes from this meeting have been distributed to all Councillors.

A brief summary of key items discussed appear below:

1. **Strategic Risk Presentations** – The Committee noted the Strategic Risk Presentations for Process Management and Fraud and Corruption. The remaining risk presentations to be delivered at the next meeting in September 2020 conclude the initial schedule of presentations.
2. **Strategic Internal Audit Plan** – The Internal Audit program was reviewed and changes to the 2020/21 to 2022/23 program were endorsed.
3. **Draft Financial Statements and Performance Statements 2019/20** – The draft 2019/20 Financial Statements and Performance Statements were noted and discussed. The Committee provided feedback on a number of matters within the statements and discussed the progress with the external auditor in regards to finalising the statements for 2019/20. Discussion also occurred in regards to the impact of COVID-19 on the financial statements.
4. **Revised Loan Guarantee and Community Contributions Policy and Revised Leasing and Licencing Policy** – Officers presented revised policies which incorporate changes to better manage risk to the organisation through ensuring requirements regarding community funding contributions and joint project expectations are made clearer.
5. **Meeting Date Change** – Upcoming meeting date changed from 16 to 17 September 2020.
6. **Review of the Committee Work Plan** – The Committee was advised that the review to align with the new draft Audit and Risk Committee Charter is in progress and that evaluation is also occurring regarding an appropriate schedule of MRSC policies for the Audit and Risk Committee to review as part of their oversight of the Internal Control Environment.
7. **Audit and Risk Committee Charter** – The final draft of the Audit and Risk Committee Charter was noted for progression to Council for adoption.
8. **Recent Reports and Publications** – The Committee considered a summary of major relevant sector matters and was provided a separate report considering the Ombudsman's investigation at Ballarat City Council.
9. **Local Government Victoria Model Financial Statements and Model Budget** – The Committee was notified of the non-utilisation of the all of the required disclosures required by the State Government Model Financial Statements in the draft 2020/21 Budget and Strategic Resource documents. The Committee endorsed a recommendation for a Committee briefing to be presented each year with a comparative summary between Council's budget documents and the State Government model.
10. **Audit Plan – Management Progress Update** – The Committee was advised that an update would be provided at the September meeting.
11. **Quarterly Risk Management Report** – The Quarterly Risk Management report was noted.
12. **Governance Framework** – The Committee was provided with a copy of the draft documents that will comprise Council's Governance framework in the future.
13. **Procurement Policy Breach** – A breach of the Procurement Policy - was noted. It will be reported to Council and disclosed in the Annual Report. The Committee suggested a new procedure for cross-checking cumulative expenditure when receiving tenders to mitigate the risk of breaches in the future.

Consultation and Engagement

Nil

Strategic Alignment

The Committee is a legislative requirement which assists Council deliver on its priority of strong and reliable government, and achieve its vision by following good governance processes.

Implications

Policy and Legislative Implications and Risks

The Audit Committee is appointed pursuant to Section 139 of the *Local Government Act 1989*.

The *Local Government Act 2020* in relation to the operation of the Audit and Risk Committee has now come into effect and hence all future meetings will be conducted in accordance with the requirements of the *Local Government Act 2020*.

Officer Declaration of Conflict of Interest

No officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

Conclusion

The 13 August 2020 draft minutes will be confirmed at the next meeting of the Audit and Risk Committee, scheduled for 17 September 2020.

AO.1	WASTE MANAGEMENT STRATEGY UPDATE
Officers	Gary Randhawa, Manager Engineering and Resource Recovery Tom Bloomfield, Coordinator Resource Recovery
Council Plan Relationship	Protect the Natural Environment Deliver strong and reliable government
Attachments	Community Pre-consultation Survey Results

Purpose and Overview

This report provides an update for Councillors on the development of the new Waste Management Strategy (the 'Strategy').

Council's current Waste Management Strategy 2015-2020 is under review and the new Waste Management and Resource Recovery Strategy 2021-2025 is being developed.

The information received from the recent pre-strategy consultation survey is included in the context section of the report. The consultation sought feedback to identify issues and opportunities the community might like to see addressed in the new strategy. Feedback from the community is being used to guide the development of the strategy and determine future actions for community engagement.

This report contains an overview of the progress made to date in delivery of the current strategy's objectives, a summary of the pre-strategy survey results and proposed next steps and focus areas for developing the new strategy.

Recommendation

That Council:

- 1. Note the progress made on the Waste Management Strategy 2015-2020.**
- 2. Note the feedback received from the community during the pre-strategy consultation survey.**
- 3. Direct the Acting Chief Executive Officer to write to community members thanking them for their feedback.**
- 4. Receive the final draft Waste Management and Resource Recovery Strategy 2021-2025 at a future Ordinary Council meeting, prior to public exhibition of the Strategy.**

Background

The current Waste Management Strategy 2015-2020 (current Strategy) was adopted in 2015. The waste sector has undergone a lot of change since then.

In recent years the banning of recycling exports to China, long-term stockpiling of municipal commingled recycling, closure of major Victorian recycling facilities and capacity issues within the recycling and reprocessing industry within Australia have placed significant pressure on local government to provide sustainable services to their communities. These issues have highlighted the fragility of our waste and recycling systems, our over-reliance on landfill and the need for a strategy that is built on the principles of education, transparency, resilience and sustainability.

As a consequence, several major changes have taken place in Council's management and operation of waste and resource recovery services. Council responded to the recycling crisis by introducing a four-bin waste collection service at the start of February 2020. The four bin system enables a new food organics garden organics (FOGO) service and the separation of glass from the commingled recycling bin.

Other significant changes include the following:

- E-waste landfill ban – in July 2019 all e-waste was banned from landfill which saw the cost of managing e-waste significantly increase
- Increasing cost of landfill – EPA landfill levy is continuously rising and predicted to rise significantly in the near future
- Container deposit scheme (CDS) – the commitment by the Victorian state government of a CDS by 2023
- Changes to State and Federal waste policies.

The waste strategy review is important to ensure that the Waste Management and Resource Recovery Strategy 2021-2025 (new Strategy) aligns with contemporary industry and community trends and needs. The new Strategy will provide direction for Council's future waste management and resource recovery activities.

Context

The current Strategy spanned a period in Australia's waste and resource recovery history which saw significant and long term changes to the sector. This Council has been agile and brave in its decision making, to ensure that the community is provided with financially and environmentally sustainable services. These decisions and actions have ensured that the Macedon Ranges Shire is well placed as we move into the 2021-2025 period.

What have we achieved in 2015-2020?

Since the development of the previous strategy several key pieces of work have been completed in the area of waste and resource recovery. The following are some of the key achievements under the 2015-2020 strategy:

Implementation of the four bin kerbside collection system

In February 2020, Council began the transition to a shire-wide four (4) bin collection system, with full implementation to be achieved in 2021. The four-bin collection system includes services for rubbish, recycling, glass-only (glass) and food organics and garden organics (FOGO) collection. Council's objective is to minimise the amount of recoverable materials going to landfill by providing a comprehensive best value waste collection service to ratepayers and by supporting the community in waste minimisation.

The graph below compares the monthly landfill diversion rates over the previous three financial years. Prior to the start of the new four-bin service model, the 2019/20 diversion rate was tracking slightly below the 2017/18 and 2018/19 figures. This occurred as a result of the need to landfill significant quantities of kerbside comingled recyclables following the closure of SKM in July 2019.

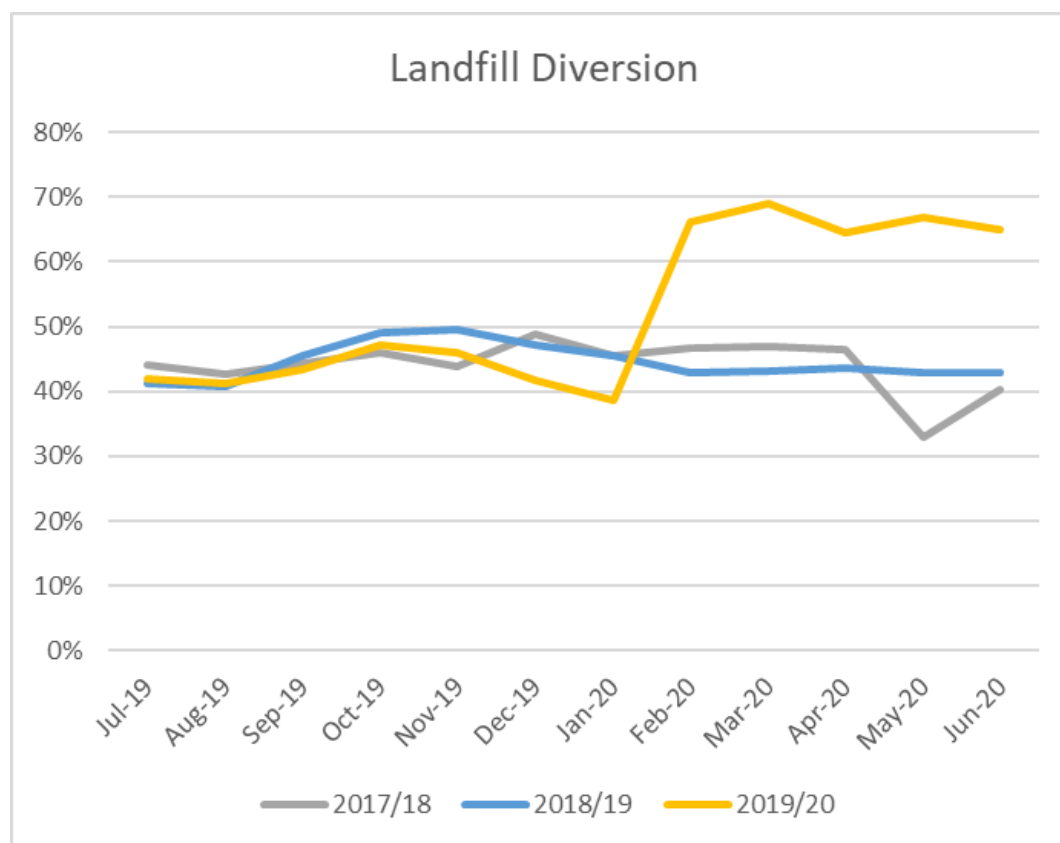


Figure: Landfill diversion per year (2017/18 to 2019/20)

Since implementing the four-bin kerbside collection service, the shire's monthly landfill diversion rate increased from 39% in January 2020 to 65% (or greater) each successive month, peaking at 69% in March 2020. This is significantly higher than the average Victorian municipal diversion rate of 41% recorded for 2017/18¹. Further improvements are anticipated as the four-bin service is rolled-out to the remaining areas of the shire.

Let's Get Sorted waste education campaign

To support the change in waste and recycling services and the introduction of FOGO, Council launched the 'Let's Get Sorted' waste education campaign in January 2020. The goals of this campaign were to inform residents of the four bin system changes and educate them on what should and should not go in each bin. The aim was to empower the community to take action in sorting their waste. A new waste and recycling guide 'Let's Get Sorted' was developed as well as FOGO user guides for both household and commercial users.

¹ Victoria Recycling Industry Annual Report 2017–18

A bin mascot costume was acquired to become the face of recycling and sorting waste in the shire. The mascot will be used in education activities and make appearances at community events. A digital campaign is currently underway for the community to name the mascot.

Towards Zero Single-Use Plastics Study and Action Plan

Throughout 2019/20 an internal study was undertaken on the use of single-use plastics within Council operations. The intent was to better understand the quantity and types of single-use plastic items purchased, used and disposed of as a result of Council's day-to-day operations. The study was undertaken in consultation with representatives across all Council departments to aid in the development of an action plan.

While all departments across Council reported generating some level of single-use plastic waste, this investigation focussed on identifying the avoidable, unnecessary and replaceable single-use plastic items used across Council. Departments that were identified as generating higher amounts of single use plastic waste were prioritised for further action.

The study reported several key areas of opportunity including:

- Development of a Single-use Plastics Policy and a Sustainable Procurement Policy
- Improving waste management at Council facilities in line with the four-bin system, noting many locations have only single stream disposal options
- Reducing single-use plastic at events by providing alternates to single use plastic (e.g. the Wash Against Waste trailer, to reduce the need for bottled water) and providing the four-bin collection service to events run in the shire to maximise recycling.
- Increased business engagement through a targeted business campaign for example 'Waste Wise Business' or 'Proudly Plastic Free'.

Organics Feasibility Study

Given the increase in organic materials being collected through the FOGO collection service, Council began investigating alternative options for management and processing of organic material. A feasibility study was prepared in 2019/20 to begin exploring options.

Consultants were engaged to conduct a peer review of the feasibility study. A key focus of the study was to assess the adequacy of the categorisation of options, potential technologies and options for management and processing of organic waste. They also provided guidance on regulatory and planning considerations associated with siting of a facility.

The feasibility study identified several options for future management of organics that align with the circular economy principles. These are:

- Provision and recovery of compost material processed at nearby composting facility for use within the shire
- Explore haulage options for composted FOGO material

- Explore optimisation and improvement of current and future contractual arrangements for FOGO processing and end product access for Council and local business use
- Engage with and determine appetite of neighbouring council, regional, commercial and/or state and federal government stakeholders to partner in a new local and/or regionally scaled organics processing solutions
- Pursue development of a co-owned business case with key partners to determine commitment to collaboratively procure and/or co-investment in the most appropriate long term solution

Local Glass Processing Study

Council officers engaged consultants to investigate the feasibility of glass processing infrastructure options within the Municipality. A number of options were assessed as well as potential sites for establishing processing infrastructure. The new strategy will build on the recommendations of the study to establish a localised solution for repurposing used glass within the shire.

Zero Waste Trailer

The Zero Waste Trailer is the result of a 'Wash Against Waste' initiative undertaken in collaboration with the Macedon Ranges Sustainability Group. The trailer will be made available to event organisers who wish to reduce waste at their events. By providing reusable crockery and cutlery at events, the amount of disposable packaging can be significantly reduced, particularly single-use plastics.

The trailer has been completed and will be made available to event organisers when pandemic restrictions allow.

Waste sorting stations at Council workplaces

Four-bin sorting stations are ready to be installed at each of Council's offices and several other operational facilities. This will enable staff and other users of Council facilities to separate waste into the four streams in line with the four-bin kerbside system. Installation, which was planned for June 2020, has been delayed due to limited access to facilities during the COVID-19 pandemic. Roll-out of sorting stations will be a priority action following the easing of restrictions.

New event bins to cater for all four waste streams

Event bins supplied to community event organisers now include bins for all four waste streams: garbage, recycling, FOGO and glass. Event waste will be monitored to capture data on the increase in resources recovered through the new bin system.

In February 2020, the Victorian State Government released its circular economy policy '*Recycling Victoria*' which includes targets for all Victorian Councils to implement a four-bin kerbside system or equivalent service by 2030. As outlined in this report, Council's implementation of a four-bin system has placed Council in the position of already achieving the state's kerbside reform targets prior to the release of the policy.

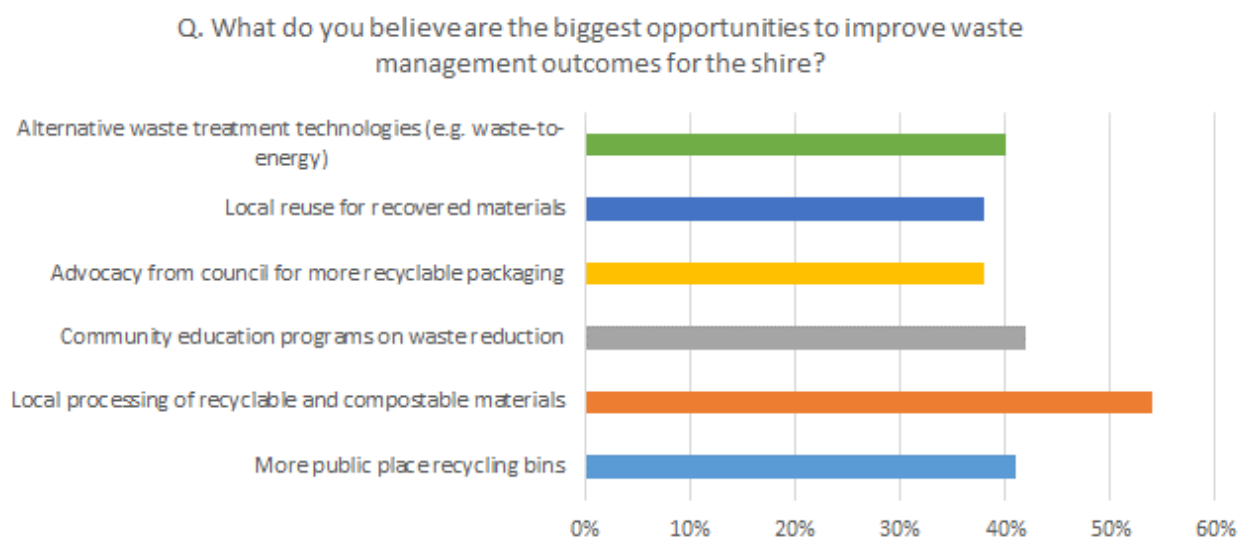
Consultation and Engagement

A workshop was held with officers and Councillors in February 2020 to give Councillors an opportunity to provide early input into the strategy review and guide the setting of objectives for the updated strategy. It was proposed at the workshop that an issues and opportunities consultation be undertaken to gain feedback from the community prior to the development of the new strategy.

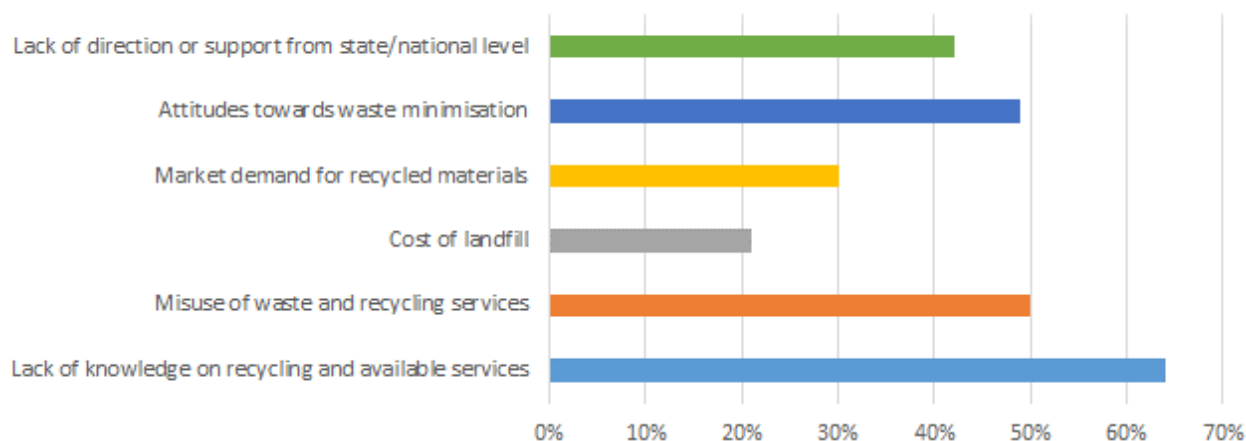
A pre-strategy issues and opportunities survey was undertaken in June 2020 with the aim of engaging the community during the early stages of the strategy review, to gain insight into the waste management issues and opportunities of most importance to them. The survey consisted of several multiple choice questions and an opportunity to provide comments on priority issues.

The survey was open for six weeks and was completed by 123 people. A report containing the survey results is attached to this report. The following is a summary of the feedback received.

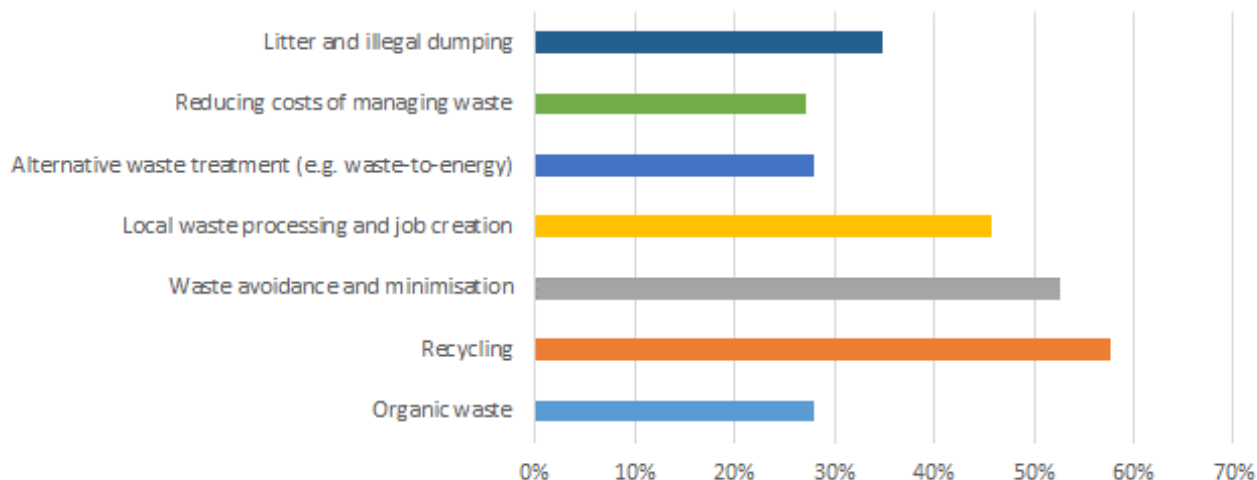
The charts below show the range of responses to the multiple choice questions in the survey:



Q. What do you believe are the biggest issues or barriers to achieving better waste management outcomes for the shire?



Q. Which priority areas do you believe the strategy should focus on?



Comments received to the question “Outline other areas you would like to see Council focus on in regards to waste and resource recovery” are summarised as follows:

- **Illegal dumping and litter** – (14 respondents)
Illegal dumping and litter appeared to be the most common area of concern for respondents in the open field question. Feedback included: a Council policy is needed to tackle illegal dumping; transfer station fees are too high which causes illegal dumping. Litter on roadsides was also a recurring comment including dumped building waste.
- **Better packaging solutions and regulations** – (11 respondents)
Respondents would like to see: incentives for businesses to use less packaging; lobbying large supermarkets and government for change and better packaging solutions; more compostable packaging solutions and tax incentives for recyclable materials; reduction on excess and unnecessary plastic packaging; more support (including financial support) from the federal government to reduce packaging waste.

- **Bin sizes and collection frequency** – (11 respondents)
Varying responses were received on different household needs with regard to bin size and frequency. Several respondents commented that the four-bin system did not meet the needs of all families and properties, in particular large family households or those with children in nappies. Some respondents believed fortnightly general waste could be a cause of dumping and contamination of other bins.
- **Hard rubbish** – (10 respondents)
Comments included suggestion of an annual or bi-annual hard rubbish collection in the shire, with some residents believing this would prevent illegal dumping. Suggestions for free hard rubbish and free tip passes/free annual access to transfer stations to dispose of large waste items. Most responses referred to this as a “free” service, perhaps not realising the cost would need to be added to the waste service charge.
- **Education** – (10 respondents)
Responses included: more general community recycling education, more education and programs in schools, improved communications letting the public know what free services are available. Stickers on bins to assist with sorting and correct use of bins.
- **Soft plastics** – (8 respondents)
Drop off points for soft plastics recycling in the shire or the inclusion of soft plastics in the kerbside service. Better community education around soft plastics.
- **Other plastics** – (5 respondents)
Respondents would like to see local solutions and the ability to recycle currently non-recyclable items, for example a polystyrene drop-off point at transfer stations. Residents would like to see a solution for Tetra packs and plastics that can’t be recycled through Council’s kerbside recycling service or the RedCycle program.
- **Local processing of organics** – (5 respondents)
Respondents suggested subsidies for using recycled materials, local processing of FOGO and easily accessible end product for residents.
- **More tip shops/transfer stations** – (3 respondents)
Suggestion of a transfer station at the southern end of Shire and tip shops at all transfer stations.

The community feedback affirms many of the proposed objectives and focus areas of the strategy. The issues and opportunities raised through the survey will be used in developing the new strategy to ensure alignment with community needs.

What are the priority areas for the new strategy?

The new Waste Management and Resource Recovery Strategy will build upon the achievements and learnings of the previous five years and focus future waste management activities on further improving our services in several priority areas.

The strategy will be centred around the key themes of Waste Avoidance, Resource Recovery and Landfill Diversion, Waste Education and the Circular Economy.

Waste Avoidance

Reducing the amount of waste produced through waste avoidance is the most effective means of reducing both the cost and environmental impact associated with collection, treatment, processing and/or disposal of that waste material. This is reflected in the waste management hierarchy which places waste avoidance above all other management options. Through the new strategy Council will aim to provide the community with the necessary information and resources to avoid waste generation as far as possible. This will be achieved through education and by demonstrating leadership in using resources more efficiently and reducing the environmental impacts of waste.

Resource Recovery and Landfill Diversion

For the purposes of the strategy, resource recovery encompasses the three tiers of the waste hierarchy: reuse, recycle and recover. After waste avoidance, resource recovery is the next preferred management option and ensures that materials with an inherent value are recovered to be reused, recycled or processed into a useable product. The result of successful resource recovery practices is the diversion of resources from landfill. Landfill diversion can be measured by the proportion of all waste generated that is either recovered for reuse or recycled into other products rather than disposed to landfill. The strategy will build on the progress made to date in diverting resources from landfill through initiatives such as the four-bin kerbside collection system and introduction of tip shops at transfer stations. This focus area will also include addressing the ongoing issues of littering and illegal dumping.

Waste Education

In 2019, Council's first Waste Education officer was welcomed to the Resource Recovery team. The new role is a vital step towards improving the level of community engagement and education on waste and recycling issues and promoting better use of council's waste services. Waste education will be a key component of the new Waste Management and Resource Recovery Strategy. This will build on the progress made over the past 12 months in developing and implementing the Let's Get Sorted campaign to support the new four-bin system. A supplementary Waste and Resource Recovery Education Plan will be developed to guide the implementation of the waste education actions set out in the strategy.

The Circular Economy

The state government's Recycling Victoria (2020): A New Economy is Victoria's circular economy policy and 10-year action plan to transform the recycling sector. The policy is built on four overarching goals: 'Design to last, repair and recycle'; 'Use products to create more value'; 'Recycle more resources'; and 'Reduce harm from waste and pollution'.

Of most relevance to local government is the policy's objective of kerbside reform which will see a standardised 4-bin waste and recycling system for households across the state by 2030.

Macedon Ranges Shire Council is one of only several Council's currently leading the state in achieving the policy's kerbside reform objectives, and is well positioned to progress towards a localised circular economy for the organics and glass materials streams.

Strategic Alignment

This report aligns with the following Council Plan objectives:

- Protect the natural environment – *"We will manage waste as a resource."*
- Deliver strong and reliable government – *"We will demonstrate the qualities of good governance including a clear vision and culture, transparency, respect, consistency, accountability and responsiveness."*

Implications

Financial, Resource, Information Technology and Asset Management

Implications and Risks

Further resource funding will be required to support the actions identified as part of the new strategy objectives. This may include additional funds for consultancy projects and potential increases in FTE to deliver on strategy actions. Any additional funding or positions will be mapped against environmental and financial benefits in the best interests of the community. These will need to be considered when the draft Strategy is presented to Council.

Policy and Legislative Implications and Risks

This report relates to the review and revision of Council's Waste Management Strategy. The objectives of the strategy will align, where appropriate, with key state and federal policy documents pertaining to waste and resource recovery, namely:

- *Recycling Victoria (2020): A New Economy*; and
- *National Waste Policy (2018)*.

Sustainability Implications and Risks (Social and Environmental)

The recent issues facing the recycling industry have made it increasingly challenging to achieve sustainable outcomes in waste management. The new Strategy will provide a clear direction for Council's future waste management actions and ensure that sustainability principles are incorporated into decision making.

Charter of Human Rights Implications and Risks

This proposal does not have any direct human rights implications.

Officer Declaration of Conflict of Interest

No officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

Conclusion

This report provides Councillors with an update on the progress of the new Strategy, including the achievements made on the current strategy objectives, a summary of the pre-strategy issues and opportunity survey results and focus areas for developing the new Strategy.

A draft of the new Strategy will be prepared for public consultation. It is recommended that Council:

1. Note the progress made on the Waste Management Strategy 2015-2020.
2. Note the feedback received from the community during the pre-strategy consultation survey.
3. Direct the Acting Chief Executive Officer to write to community members thanking them for their feedback.
4. Receive the final draft Waste Management and Resource Recovery Strategy 2021-2025 at a future Ordinary Council Meeting, prior to public exhibition of the Strategy.

14. NOTICES OF MOTION

Nil

15. URGENT AND OTHER BUSINESS

In accordance with Council's Local Law No. 11 Meeting Procedure, business which has not been listed on the Agenda may only be raised as urgent or other business by resolution agreed by Council.

16. CONFIDENTIAL REPORTS

Nil