

Council Meeting Minutes

**Unscheduled Council Meeting
Tuesday 29 June 2021 at 11am
Gisborne Administration Centre**

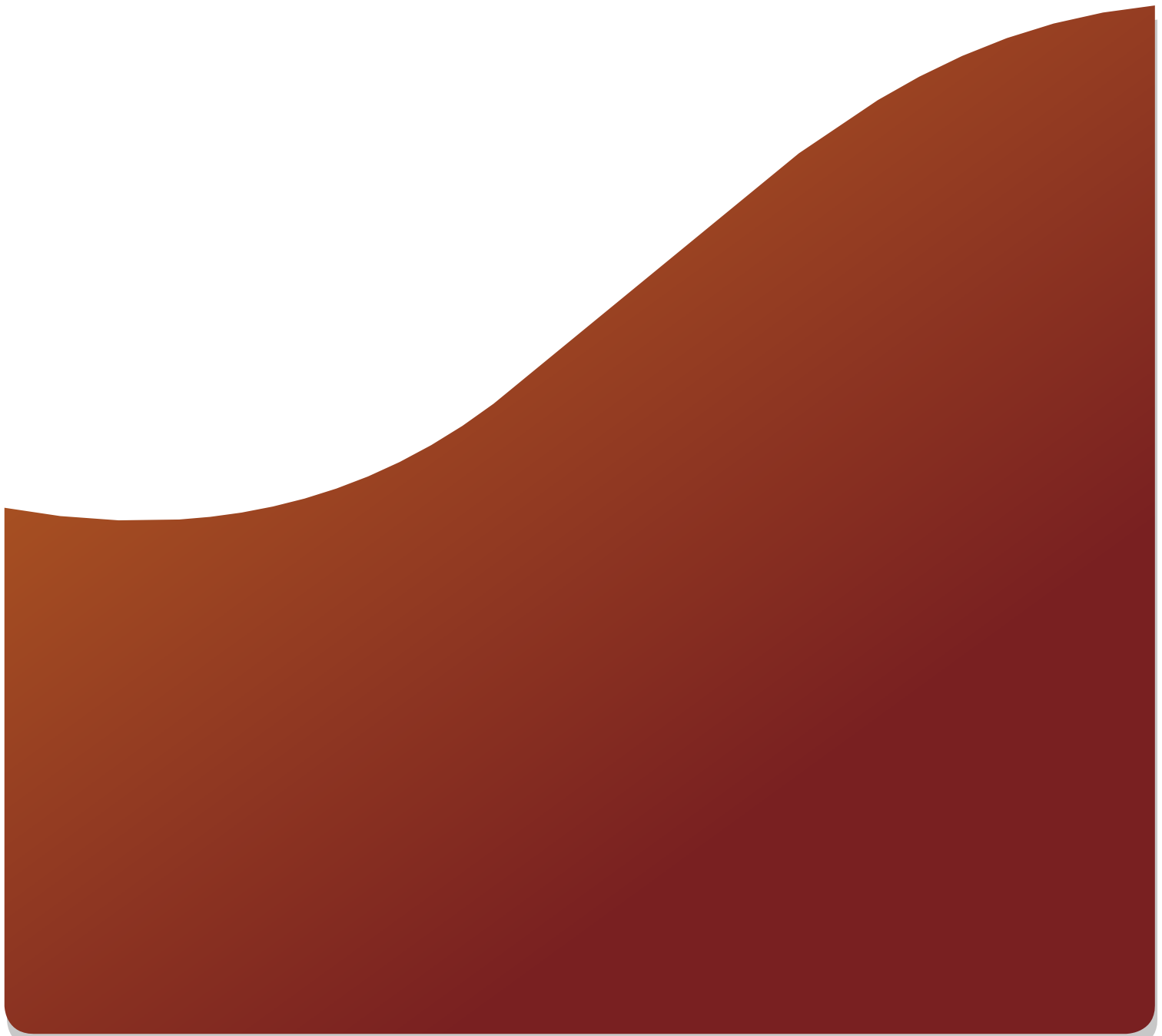


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1. ACKNOWLEDGEMENT OF COUNTRY

Macedon Ranges Shire Council is on Dja Dja Wurrung, Taungurung and Wurundjeri Woi Wurrung Countries. Council acknowledges that those attending today's meeting are gathering on the land of the Wurundjeri Woi Wurrung Peoples. Council pays its respects to their Elders past, present and emerging and any Aboriginal and/or Torres Strait Islander People who may be here today.

2. RECORDING AND LIVE STREAMING OF THIS COUNCIL MEETING

This meeting was recorded and streamed live on the internet, in accordance with Council's 'Live Streaming and Publishing Recordings of Meetings' policy, which can be viewed on Council's website.

3. PRESENT

Cr Jennifer Anderson (Mayor), Cr Mark Ridgeway (Deputy Mayor), Cr Dominic Bonanno, Cr Annette Death, Cr Rob Guthrie, Cr Geoff Neil, Cr Anne Moore, Cr Janet Pearce, Cr Bill West.

IN ATTENDANCE

Bernie O'Sullivan (Chief Executive Officer), Shane Walden (Director Assets and Operations), Angela Hughes (Director Planning and Environment), Gina Lyons (Acting Director Corporate and Community), Nathan Upson (Acting Executive Manager People Culture and Performance), Travis Harling (Manager Finance and Reporting), Allison Watt (Coordinator Governance), Jessica Baguley (Senior Governance Officer).

4. APOLOGIES

Nil.

5. DECLARATION OF CONFLICTS OF INTEREST

Nil.

6.	ADOPTION OF ANNUAL BUDGET 2021/22
Officer	Travis Harling, Manager Finance and Reporting
Council Plan Relationship	Deliver strong and reliable government
Attachment	Nil

Purpose and Overview

The Local Government Better Practice Guide Planning Model Budget 2021-22, issued by the Victorian Government, states that:

“The budget is a short-term plan which specifies the resources required to fund a council’s services and initiatives over the next 12 months and subsequent 3 financial years and should be consistent with the first four years of the Financial Plan. The budget includes both strategic and operational information. At the strategic level, the budget details how the services and initiatives to be funded will contribute to the achievement of the strategic objectives in the council plan as well as the indicators and measures to monitor service performance outcomes. It must also contain major initiatives which have been identified by council as priorities. At the operational level it should express the funding of services and initiatives through financial statements describing in detail the income, expenditure, assets, liabilities, equity, cash and capital works required.”

The Draft 2021/22 Annual Budget has been prepared consistent with the requirement of Section 94 of the *Local Government Act 2020* and forms part of the Integrated Strategic Planning and Reporting Framework developed as Part 4 of the *Local Government Act 2020*.

At the Submitters Committee Meeting on 16 June 2021, Council received 128 budget submissions (including late submissions) and heard from 13 Submitters who either made or had read a verbal presentation in support of their budget submission. An additional 23 submissions were received for which a summary of the submission and an officer response has also been included in this report.

At this Submitters Committee meeting Council made the following resolutions:

- 1. That Council notes the submissions received on the Draft Annual Budget 2021/22 and Draft Revenue and Rating Plan 2021-2025 and the verbal presentations in support of those submissions;**
- 2. That the submissions be referred for consideration and determination at the Unscheduled Council Meeting to be held at 11am on 29 June 2021; and**

3. That responses and recommendations on the Draft Annual Budget 2021/22 and Draft Revenue and Rating Plan 2021-2025 be prepared for Council's consideration at that meeting.

Therefore, the purpose of this report is to (1) make a determination on the submissions and (2) adopt the Budget, with or without amendment.

Recommendation

- 1. That, having prepared the Draft Annual Budget 2021/22, having placed it on public display and having received and considered all submissions, Council adopts the Budget with the following amendments –**
 - a. That the budget be amended to increase Grant income for the following areas:**
 - Grants Commission Funding – Roads Capital Grant - \$139,457
 - Romsey Ecotherapy Park Grant - \$615,000
 - Local Roads and Community Infrastructure Grant - \$2,882,432
 - Victorian Youth Week Grant - \$2,000
 - b. That the budget be amended to decrease Grant income for the following areas:**
 - Grants Commission Funding – Operating Grant \$66,196
 - c. That the revenue budget be amended to increase in the following areas:**
 - Rates - \$383,500 [Supplementary income]
 - Fees and Charges - \$55,000 [Transfer Station Revenue to cover increased EPA landfill levy]
 - Woodend Hesket Football and Netball Club Contribution to New Woodend Netball Court - \$30,000
 - d. That the expenditure budgets be amended to increase in the following areas:**
 - Sustainability Officer (2 years) – \$100,000
 - Senior Citizens Funding - \$35,000
 - Romsey Ecotherapy Park Project - \$615,000
 - Local Roads and Community Infrastructure Projects - \$2,882,432
 - Victorian Youth Week - \$2,000
 - East Timor Funding - \$4,000
 - Wyralla Reserve Stage 2 - \$25,000
 - Wyralla Reserve Stage 3 - \$55,000
 - Gisborne Business Park - \$700,000
 - Kyneton Skate Park - \$10,000
 - Gilbert Gordon Oval – New Netball Court \$360,000
 - New Gisborne Tennis LED lighting upgrade for currently lit courts - \$35,000
 - Kyneton Showground Master Plan Review - \$20,000
 - MRSC Skate Park Strategic Directions (2 year project) - \$15,000

- Romsey Sports Master plan - \$15,000
 - Woodend Golf Club – New Build Design - \$123,000
 - Barrm Birrm – Working Group Administration / Extension of Transfer Scheme for another 12 months - \$10,000
 - Environment Protection Agency (EPA) Landfill fees - \$55,000
 - Info Council Officer – \$76,885
 - Humanforce software - \$7,000
 - Information Services Officers (8 months to 10 months) - \$38,166
- e. That the expenditure budget decreases in the following area:
- Consultancy Expenditure - \$100,000
 - Gilbert Gordon Oval Spectator terrace and pavilion landscaping \$300,000
- f. That transfers from reserves increase for the following reserve:
- Open Space Reserve – South - \$80,000 [Wyralla Reserve Stage 2 and 3]
 - Open Space Reserve – Central - \$30,000 [Woodend Netball Court]
 - Gisborne Development Contributions Plan Reserve - \$700,000
- g. That transfers from reserves decrease for the following reserves:
- Open Space Reserve – South - \$60,000 [Dixon Field Pavilion sewer upgrade].
- h. That fees 48-79 in the 2021/22 Budget be amended to reflect a 10% increase (on the 2020/21 amount) in each fee, in line with the increase in State Government EPA landfill fees.
- i. That the 2021/22 Budget document be updated to ensure the required disclosures to specify the objectives of any proposed differential rates are incorporated.
- j. That the following projects be added to the Potential Future Capital projects in the Multi-Year Budgeting section of the document:
- Lauriston Hall – Stage 3
 - New Gisborne Tennis Courts – New Light Towers
 - Gisborne Tennis Courts – Replacement Towers
- k. The existing project in the potential future positions/employees list be renamed from “Speech and Events Officer” to “Public Communication Officer”.
2. That Council give public notice of its decision to adopt the Annual Budget 2021/22 and that the Annual Budget 2021/22 be provided to the Minister for Local Government.
3. That the Annual Budget 2021/22 be available to the public at Council Offices and Service Centres and on Council's website.
4. That Council endorse the officer responses to submissions as contained in Appendix 1 of this report, with the following inclusions:

- **Submission 31 – Inclusion of “Woodend Golf Club” to Summary of Submission**
 - **Submission 33 – Inclusion of “Woodend Golf Club” to Summary of Submission**
 - **Submission 90 – Inclusion of “Kyneton Obedience Dog Club” to Summary of Submission**
 - **Submission 98 – Inclusion of “Woodend Community Centre Proposal” to Summary of Submission**
 - **Submission 104 – Inclusion of “Wyralla Reserve” to Summary of Submission**
 - **Submission 109 – Remove the word “former” from the officer recommendation**
- 5. That Council write to all the Submitters and –**
- a. **thank them for providing their concerns, objections, support and requests;**
 - b. **provide them with the responses consistent with this report; and**
 - c. **advise them that the 2021/22 Budget was adopted with the amendments as shown in (1) above.**
- 6. That the following amendments to the rates declared at its meeting on 11 May 2021 be adopted:**
- **General Rate of 0.23343 cents in the dollar.**
 - **Agricultural Land Rate of 0.18674 cents in the dollar.**
 - **Commercial/Industrial Rate of 0.28011 cents in the dollar.**
 - **Recreational Land Rate of 0.11671 cents in the dollar.**
 - **Not for Profit Housing Rate of 0.11671 cents in the dollar.**
 - **Inappropriate subdivisions of 0.23343 cents in the dollar.**
- 7. The 2021/22 Budget document be updated with the adjusted rates in item 6 above.**
- 8. That, the rates and the charges declared in item 6 above be levied by sending a “rate and charges notice” to the persons who are liable to pay, in accordance with section 158 of the Local Government Act 1989.**

Resolution

Moved: Cr Anderson
Seconded: Cr Ridgeway

- 1. That, having prepared the Draft Annual Budget 2021/22, having placed it on public display and having received and considered all submissions, Council adopts the Budget with the following amendments –**
- a. **That the budget be amended to increase Grant income for the following areas:**
 - **Grants Commission Funding – Roads Capital Grant - \$139,457**
 - **Romsey Ecotherapy Park Grant - \$615,000**

- **Local Roads and Community Infrastructure Grant - \$2,882,432**
 - **Victorian Youth Week Grant - \$2,000**
- b. That the budget be amended to decrease Grant income for the following areas:
- **Grants Commission Funding – Operating Grant \$66,196**
- c. That the revenue budget be amended to increase in the following areas:
- **Rates - \$383,500 [Supplementary income]**
 - **Fees and Charges - \$55,000 [Transfer Station Revenue to cover increased EPA landfill levy]**
 - **Woodend Heskett Football and Netball Club Contribution to New Woodend Netball Court - \$30,000**
- d. That the expenditure budgets be amended to increase in the following areas:
- **Sustainability Officer (2 years) – \$100,000**
 - **Senior Citizens Funding - \$35,000**
 - **Romsey Ecotherapy Park Project - \$615,000**
 - **Local Roads and Community Infrastructure Projects - \$2,882,432**
 - **Victorian Youth Week - \$2,000**
 - **East Timor Funding - \$4,000**
 - **Wyralla Reserve Stage 2 - \$25,000**
 - **Wyralla Reserve Stage 3 - \$55,000**
 - **Gisborne Business Park - \$700,000**
 - **Kyneton Skate Park - \$10,000**
 - **Gilbert Gordon Oval – New Netball Court \$360,000**
 - **New Gisborne Tennis LED lighting upgrade for currently lit courts - \$35,000**
 - **Kyneton Showground Master Plan Review - \$20,000**
 - **MRSC Skate Park Strategic Directions (2 year project) - \$15,000**
 - **Romsey Sports Master plan - \$15,000**
 - **Woodend Golf Club – New Build Design - \$123,000**
 - **Barrm Birrm – Working Group Administration / Extension of Transfer Scheme for another 12 months - \$10,000**
 - **Environment Protection Agency (EPA) Landfill fees - \$55,000**
 - **Info Council Officer – \$76,885**
 - **Humanforce software - \$7,000**
 - **Information Services Officers (8 months to 10 months) - \$38,166**
- e. That the expenditure budget decreases in the following area:
- **Consultancy Expenditure - \$100,000**
 - **Gilbert Gordon Oval Spectator terrace and pavilion landscaping \$300,000**
- f. That transfers from reserves increase for the following reserve:
- **Open Space Reserve – South - \$80,000 [Wyralla Reserve Stage 2 and 3]**

- **Open Space Reserve – Central - \$30,000 [Woodend Netball Court]**
 - **Gisborne Development Contributions Plan Reserve - \$700,000**
- g. That transfers from reserves decrease for the following reserves:**
- **Open Space Reserve – South - \$60,000 [Dixon Field Pavilion sewer upgrade].**
- h. That fees 48-79 in the 2021/22 Budget be amended to reflect a 10% increase (on the 2020/21 amount) in each fee, in line with the increase in State Government EPA landfill fees.**
- i. That the 2021/22 Budget document be updated to ensure the required disclosures to specify the objectives of any proposed differential rates are incorporated.**
- j. That the following projects be added to the Potential Future Capital projects in the Multi-Year Budgeting section of the document:**
- **Lauriston Hall – Stage 3**
 - **New Gisborne Tennis Courts – New Light Towers**
 - **Gisborne Tennis Courts – Replacement Towers**
 - **Public use electric vehicle charge stations**
- k. The existing project in the potential future positions/employees list be renamed from “Speech and Events Officer” to “Public Communication Officer”.**
- l. That the funds allocated remain in the 2021/22 Budget as a funding line for Stanley Park Reserve to compliment review of the existing Environmental Management Plan, with investigation into the further infrastructure needs of Stanley Park Reserve. Officers are to undertake consultation with members of the current Stanley Park Committee, formed under a memorandum of understanding, and any successor committee put in place, before a revised plan or plans are brought to a Council meeting for consideration to be put out for public consultation.**
- 2. That Council give public notice of its decision to adopt the Annual Budget 2021/22 and that the Annual Budget 2021/22 be provided to the Minister for Local Government.**
- 3. That the Annual Budget 2021/22 be available to the public at Council Offices and Service Centres and on Council's website.**
- 4. That Council endorse the officer responses to submissions as contained in Appendix 1 of this report, with the following inclusions:**
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 - **Submission 33 – Inclusion of “Woodend Golf Club” to Summary of Submission**
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 - **Submission 98 – Inclusion of “Woodend Community Centre Proposal” to Summary of Submission**

- **Submission 104 – Inclusion of “Wyralla Reserve” to Summary of Submission**
 - **Submission 109 – Remove the word “former” from the officer recommendation**
5. **That Council write to all the Submitters and –**
- d. **thank them for providing their concerns, objections, support and requests;**
 - e. **provide them with the responses consistent with this report; and**
 - f. **advise them that the 2021/22 Budget was adopted with the amendments as shown in (1) above.**
6. **That the following amendments to the rates declared at its meeting on 11 May 2021 be adopted:**
- **General Rate of 0.23343 cents in the dollar.**
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 - **Not for Profit Housing Rate of 0.11671 cents in the dollar.**
 - **Inappropriate subdivisions of 0.23343 cents in the dollar.**
7. **The 2021/22 Budget document be updated with the adjusted rates in item 6 above.**
8. **That, the rates and the charges declared in item 6 above be levied by sending a “rate and charges notice” to the persons who are liable to pay, in accordance with section 158 of the Local Government Act 1989.**

Cr Moore called for a division:

In favour: Crs Anderson, Bonanno, Death, Guthrie, Moore, Pearce, Ridgeway
West
Against: Cr Neil

CARRIED 8/1

7.	ADOPTION OF REVENUE AND RATING PLAN
Officer	Travis Harling, Manager Finance and Reporting
Council Plan Relationship	Deliver strong and reliable government
Attachments	Nil

Purpose and Overview

The Revenue and Rating Plan is a new requirement under the *Local Government Act 2020*. It will be a four-year plan starting on 1 July 2021. The Plan describes the sources of Council revenue (property rates, waste service charges, fees, grants and contributions) and describes Council's rationale and policy decisions to inform the medium-term approach on how Council will generate the income it needs to deliver on the commitments in the Council Plan and the programs, services and capital works in the Budget. The purpose of this report is to endorse the Draft Revenue and Rating Plan for public exhibition and feedback in preparation for adoption in June 2021.

At the Unscheduled Council Meeting on 11 May 2021, Council resolved to approve the draft Revenue and Rating Plan 2021-2025 for public display. Public Notice was given in local newspapers and any person who wished to make a submission was invited to do so.

There were no submissions received relating to the draft Revenue and Rating Plan 2021-2025.

Resolution

Moved: Cr Neil
Seconded: Cr Moore

- 1. That, having prepared the draft Revenue and Rating Plan 2021-2025, having placed it on public display and receiving no submissions, Council adopts the Rating and Revenue Plan 2021-2025, inclusive of any relevant revenue changes approved to be made to the 2021/22 Budget.**
- 2. That Council gives public notice of its decision to adopt the Revenue and Rating Plan 2021-2025.**
- 3. That the Revenue and Rating Plan 2021-2025 be available to the public at Council Offices and Service Centres and on Council's website.**

CARRIED

The meeting closed at 11.27am.