

# Report of Operations

## October - December 2025



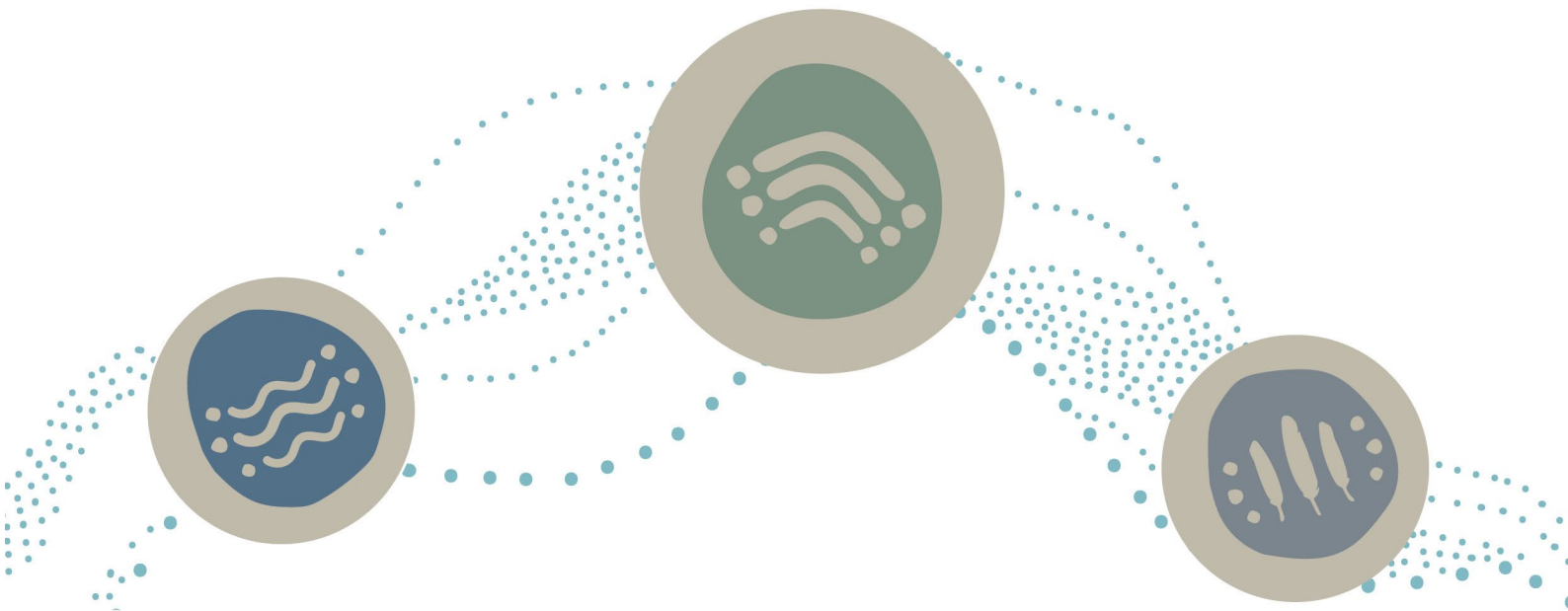
# Acknowledgment of Country

Macedon Ranges Shire Council acknowledges the Dja Dja Wurrung, Taungurung and Wurundjeri Woi-wurrung Peoples as the Traditional Owners and Custodians of this land and waterways. Council recognises their living cultures and ongoing connection to Country and pays respect to their Elders past, and present.

Council also acknowledges local Aboriginal and/or Torres Strait Islander residents of Macedon Ranges for their ongoing contribution to the diverse culture of our community.

## Artwork by Taungurung artist Maddi Moser

“Both artworks talk about our connection, connection to Country, connection to places and connection to each other. This is signified by the whimsical circles that form the ‘rivers; that wrap around our lands and ourselves. It reminds us that we should look out for one another.”



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# Introduction

I am pleased to present the Quarterly Report of Operations for the period 1 October to 31 December 2025 (Q2 2025/26).

The report enables the community, senior management and Councillors greater transparency and a more comprehensive view of the organisation and its key activities.

Key topic areas and their reporting schedule:

Area	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Finance	✓	✓	✓	✓
Council Plan Action progress		✓		✓
Capital Works progress	✓	✓	✓	✓
Governance and Councillor reporting	✓	✓	✓	✓
Council Resolutions		✓		✓
People and Wellbeing	✓	✓	✓	✓
Insurance and Risk	✓	✓	✓	✓
Customer Service	✓	✓	✓	✓

Thank you to Councillors, Council's staff, volunteers and contractors who continue to actively support our municipality.

Regards

Bernie O'Sullivan

Chief Executive Officer

# Financial Performance

## October to December (Q2) 2025 Highlights

- As of 31 December, Council reported a favourable operating budget variance of \$1.7m
- Rate payments continue to be received at a similar level to last year.
- \$11.0m of Capital Works recorded as completed at 31 December 2025.
- Favourable variances across departments are primarily due to the timing of program and project delivery.
- Current Liabilities are higher than the same time last year due to the loan being paid down fully during 2025/26 and other payables being higher in 2025/26 due to the progress in project delivery.
- Loan repayments are being made in line with agreed terms and budget.
- Adequate levels of cash are being held for operations and interest is being earned on Council's treasury portfolio.
- General debtors are at a similar level when compared to previous year.



*Malmsbury Viaduct, Malmsbury*

## Income Statement

**Table 1** Income Statement as at 31 December 2025

	2025/26 Dec YTD Adj. Budget* \$'000	2025/26 Dec YTD Actuals \$'000	2025/26 Dec YTD Variance \$'000
<b>Income</b>			
Rates and charges	66,858	66,755	(103)
Statutory fees and fines	1,485	1,789	304
User fees	4,709	3,941	(768)
Grants - operating	8,122	8,382	260
Grants - capital	7,7073	6,807	(266)
Contributions - monetary	940	1,482	542
Other income	1,619	2,173	554
<b>Total Income</b>	<b>90,806</b>	<b>91,329</b>	<b>523</b>
<b>Expenses</b>			
Employee costs	25,674	25,663	11
Materials and services	20,330	19,337	993
Depreciation and amortisation	9,242	8,846	396
Borrowing costs	464	428	36
Other expenses	1,735	1,846	(111)
<b>Total expenses</b>	<b>57,445</b>	<b>56,120</b>	<b>1,325</b>
<b>Surplus/(deficit) excluding other adjustments</b>	<b>33,361</b>	<b>35,209</b>	<b>1,848</b>
<b>Other adjustments</b>			
Contributions - nonmonetary	-	-	-
Fair value adjustments for investment property	-	-	-
Share of net profits/(losses) of Regional Library	-	-	-
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	150	41	(109)
(Increase)/decrease in provision for landfill liability	-	-	-
<b>Total surplus/(deficit)</b>	<b>33,511</b>	<b>35,250</b>	<b>1,739</b>

**\* This column represents the adjusted budget which is the 2025/26 adopted budget adjusted for the 2024/25 carry forward budgets and any Council approved budget changes during 2025/26.**

The Income Statement reports Council's day-to-day operating revenue and expenditure, excluding asset purchases and sales, loan repayments, capital works, and reserve fund movements, but including depreciation as an expense. Overall, Council recorded an operating surplus of \$35.2 million, which is \$1.7 million better than budget, bringing in more money than it has spent, indicating stronger-than-expected financial performance for the quarter.

## Balance Sheet

Table 2 Balance sheet as at 31 December 2025

	2024/25 Dec YTD Actuals \$'000	2025/26 Dec YTD Actuals \$'000	2025/26 Dec YTD Variance \$'000
<b>Current assets</b>			
Cash and cash equivalents	8,883	8,070	(813)
Trade and other receivables	42,813	46,201	3,388
Other financial assets	43,072	37,744	(5,328)
Prepayments	46	114	68
Other assets	104	-	(104)
<b>Total current assets</b>	<b>94,918</b>	<b>92,129</b>	<b>(2,789)</b>
<b>Non-current assets</b>			
Other financial assets	21	21	-
Investment in Regional Library	1,477	1,572	95
Property, infrastructure, plant and equipment	1,441,546	1,608,550	167,004
Right of use assets	2,006	1,564	(442)
Investment property	2,985	3,380	395
Intangible assets	171	7	(164)
<b>Total non-current assets</b>	<b>1,448,206</b>	<b>1,615,094</b>	<b>166,888</b>
<b>Total assets</b>	<b>1,543,124</b>	<b>1,707,223</b>	<b>164,099</b>
<b>Current liabilities</b>			
Trade and other payables	4,727	9,853	(5,126)
Trust funds and deposits	11,800	10,678	1,122
Unearned Income	-	-	-
Provisions	7,177	7,429	(252)
Interest-bearing loans and borrowings	1,385	3,236	(1,851)
Lease Liabilities	399	389	10
<b>Total current liabilities</b>	<b>25,488</b>	<b>31,585</b>	<b>(6,097)</b>
<b>Non-current liabilities</b>			
Provisions	5,131	4,733	398
Interest-bearing loans and borrowings	15,347	14,479	868
Lease Liabilities	1,628	1,244	384
<b>Total non-current liabilities</b>	<b>22,106</b>	<b>20,456</b>	<b>1,650</b>
<b>Total liabilities</b>	<b>47,594</b>	<b>52,041</b>	<b>(4,447)</b>
<b>Net assets</b>	<b>1,495,530</b>	<b>1,655,182</b>	<b>159,652</b>
<b>Equity</b>			
Accumulated surplus	795,333	798,959	(3,626)
Reserves	700,197	856,223	(156,026)
<b>Total equity</b>	<b>1,495,530</b>	<b>1,655,182</b>	<b>(159,652)</b>

## Investments Held

Table 3 Investments held as at 31 December 2025

Institution	ICAN	Non-Fossil Fuel*	Short Term Rating	% of Total Investments	Investment Type	Investment Amount	Interest Rate	Commencement Date	Maturity Date
<b>At call investments</b>									
NAB	No	No	A1+	0.03%	At Call Account	\$12,535	3.90%		
<b>Financial assets</b>									
NAB	No	No	A1+	<b>5.30%</b>	Term Deposit	\$2,000,000	4.15%	14/10/2025	12/05/2026
NAB	No	No	A1+	<b>7.95%</b>	Term Deposit	\$3,000,000	4.10%	21/10/2025	21/07/2026
NAB	No	No	A1+	<b>13.24%</b>	Term Deposit	\$5,000,000	4.20%	25/09/2025	25/06/2026
NAB	No	No	A1+	<b>13.24%</b>	Term Deposit	\$5,000,000	4.35%	18/12/2025	20/08/2026
Australian Unity Bank*	No	Yes	A2	<b>8.59%</b>	Term Deposit	\$3,243,647	4.40%	12/11/2025	12/08/2026
Mystate Bank	No	Yes	A2	<b>6.62%</b>	Term Deposit	\$2,500,000	4.60%	19/12/2025	18/06/2026
Mystate Bank	No	Yes	A2	<b>7.95%</b>	Term Deposit	\$3,000,000	4.60%	19/12/2025	18/06/2026
Heartland	No	Yes	A3	<b>13.24%</b>	Term Deposit	\$5,000,000	4.65%	18/12/2025	17/09/2026
Heartland	No	Yes	A3	<b>5.30%</b>	Term Deposit	\$2,000,000	4.30%	09/10/2025	10/04/2026
Beyond Bank	No	Yes	A2	<b>13.24%</b>	Term Deposit	\$5,000,000	4.30%	01/10/2025	04/03/2026
Police Bank	No	Yes	A2	<b>5.30%</b>	Term Deposit	\$2,000,000	4.30%	09/10/2025	10/04/2026
<b>Total Investments</b>						<b>\$37,756,182</b>			

\* Open space reserve investment.

<b>Total % of investment portfolio held by Non-Fossil Fuel Lending Institutions</b>	60%
<b>Total % of investment portfolio held by Lending Institutions that support the International Campaign to Abolish Nuclear Weapons (ICAN)</b>	0%

<b>Policy Compliance</b>							
<b>4.1 (a) Portfolio Credit Framework</b>			<b>4.1 (b) Individual Institution Credit Framework</b>				
Short Term Rating	Maximum Exposure	Current Exposure	Institution	Rating	Maximum Exposure	Current Exposure	
A1+ / A1	100%	40%	National Australia Bank	A1+	45%	40%	
A2 / A3	70%	60%	Heartland Bank	A3	35%	19%	
B	0%	0%	Mystate Bank	A2	40%	14%	
			Beyond Bank	A2	40%	13%	
			Police Bank	A2	40%	5%	
			Australian Unity Bank*	A2	40%	9%	

## Financial Reserves

**Table 4** Financial reserves as at 31 December 2025

	Balance \$ 1 Jul 2025	Transfers to Reserve \$	Transfers from Reserve \$	Balance \$ 31 Dec 2025
<b>Discretionary Reserves</b>				
Plant Replacement	1,399,370	249,910	642,837	1,006,443
Asset Conversion	744,372	-	-	744,372
Commercial Development	2,025,341	-	-	2,025,341
Open Space Reserve *	3,172,462	71,185	-	3,243,647
Gravel Pit Operations	2,875,109	100,010	90,580	2,884,540
Hanging Rock	-	-	-	-
Maintenance Senior Citizens Accommodation	-	-	-	-
Debt Repayment	2,091,470	308,530	-	2,400,000
<b>Total discretionary reserves</b>	<b>12,308,125</b>	<b>729,635</b>	<b>733,417</b>	<b>12,304,343</b>
<b>Statutory Reserves</b>				
Public Open Space - South	690,541	192,000	-	882,541
Public Open Space - East	1,896,399	69,750	-	1,966,149
Public Open Space - West	1,285,023	149,750	-	1,434,773
<b>Total public open space</b>	<b>3,871,963</b>	<b>411,500</b>	<b>-</b>	<b>4,283,463</b>
Community Facilities - South	186,821	-	-	186,821
Community Facilities - East	17,697	-	-	17,697
Community Facilities - Central	-	-	-	-
Community Facilities - West	351,520	-	-	351,520
<b>Total community facilities</b>	<b>556,038</b>	<b>-</b>	<b>-</b>	<b>556,038</b>
Car Parking	135,600	-	-	135,600
Planning Roadworks	1,001,219	10,116	-	1,011,335
Drainage	575,505	17,251	-	592,756
Gisborne Development Contributions Plan	1,374,135	197,125	-	1,571,260
Romsey Development Contributions Plan	460,645	471,825	-	932,470
Planning Footpath Works	148,403	-	-	148,403
<b>Total statutory reserves</b>	<b>8,123,508</b>	<b>1,107,817</b>	<b>-</b>	<b>9,231,325</b>
<b>Grand Total</b>	<b>20,431,632</b>	<b>1,837,452</b>	<b>733,417</b>	<b>21,535,667</b>

**\*Funds equalling this balance are invested for a 9-month period @ 4.40% maturing on 12 August 2026.**

# Council Plan Delivery

## July to December (Q1 & Q2) 2025 Highlights

- The new Council Plan “Shaping the Ranges” is being reported for the first time, with year one actions currently being implemented.
- 93% of Actions are progressing on schedule.
- A significant number of actions have commenced over the past 6 months. Some of the work that is underway includes:
  - Improvements to measuring facility capacity and use, refining the facilities register and setting up testing and modelling processes to better understand priority community infrastructure needs into the future.
  - Planning for Changemakers in March 2026 - a week-long program of events and workshops for grass-roots community climate action to promote investment in environmentally sustainable solutions.
  - Activation and promotion of local artists with fifty-three unique events held across Bluestone Theatre, Kyneton Town Hall and Kyneton Mechanics Institute between 1 July to 31 December 2025, combining Council programming and community run events, programs and meetings.
  - A seasonal outlook video series produced with local emergency service agencies to help strengthen household and community preparedness for bushfires, storms, floods and heat events.
  - Progression on new service profiles and framework to drive efficiency, reduce costs and maximise community benefit from Council Services.

**Table 5 Council plan action progress for period 1 July 2025 to 31 December 2025**

Strategic Objective	Total Actions	Actions Started	Actions not started	Actions Complete	Actions Behind Target	% Actions progressing on schedule
Our Places	22	21	1	-	2	91%
Our Environment	15	13	2	-	2	87%
Our Economy	15	15	-	-	-	100%
Our People	27	27	-	-	1	96%
Our Performance	22	18	4	-	2	91%
<b>Total</b>	<b>101</b>	<b>94</b>	<b>7</b>	<b>-</b>	<b>7</b>	<b>93%</b>

**Table 6 Summary of actions delayed**

Action	Progress Comments
(Our Places) 1.1.2.1 Engage with community to confirm public transport service gaps in the east of the Shire and advocate to support improved services.	Literature review and consolidation of existing Council studies and previous engagement underway.
(Our Places) 1.1.4.2 Deliver the Woodend to Riddells Creek shared trails project.	Continuing progression of the shared trail sections - part construction and part approvals still awaiting.
(Our Environment) 2.1.2.1 Commence a planning scheme amendment process to implement flood studies for Kyneton, Lauriston, Tylden and Malmsbury prepared by the North Central Catchment Management Authority.	North Central Catchment Management Authority has requested the progress of the planning scheme amendment for the three flood studies be put on hold until they complete updated modelling for the flood studies. The updated modelling is expected in the third quarter.
(Our Environment) 2.3.1.2 Undertake a feasibility study on options to lower emissions from fleet, plant and facilities (e.g. reduction is an option).	Initial work on an overall review Council's heavy and light fleet has been undertaken with some information and recommendations from the review in relation to lowering emissions has been included. Resourcing has not enabled work in this space to progress as much as planned. With a vacancy now filled work will continue on this study.
(Our People) 4.1.1.4 Embed inclusion, accessibility and cultural safety requirements into Council's project planning and service design processes to strengthen equitable access across programs and facilities.	New service catalogue has been drafted by senior leadership and reviewed by the executive team in December 2025. Planning for development of new service profiles and framework has commenced which will now form part of a larger Quality Assurance Framework. This framework is now expected for completion in the 2026/27 financial year however, as the service profiles are developed, they will include consideration of inclusion, accessibility and cultural requirements.
(Our Performance) 5.3.1.2 Design and enhance a service review program to drive efficiency, reduce costs, and maximise community benefit.	Lessons learnt from FY25 service reviews has been presented to executive team in December and will be presented to Council in March 2026. Planning for development of new service profiles and framework has commenced which will now form part of a larger Quality Assurance Framework. This framework is now expected for completion in the 2026/27 financial year.
(Our Performance) 5.3.1.4 Develop a consistent service level profile and performance reporting approach.	Work will commence in the second half of the financial year in relation to this action.

(Our Performance) 5.3.2.2 Implement process improvements to key processes, using new and existing technology, to improve consistency and the customer experience, including mapping the current state customer experience.

Single Customer View has been implemented. We are now negotiating with the telephony provider to integrate to allow “pop ups” which is expected to be completed by Q4.

Moving telephony to the cloud and mapping the customer experience has not started as yet, as we are waiting for the appointment of the Coordinator Business Improvement. These are now expected to be completed now by Q2 2026/27.

***Refer to Appendix E for full table of Council Plan actions progress for the reporting period.***



*Newham Mechanics Institute, Newham.*

# Capital Works Performance

## October to December (Q2) 2025 Highlights

- \$11.0m of capital works was delivered as at 31 December 2025.
- Upgrade works to the Romsey Park Reserve Skate Park are well underway, with major concrete elements now constructed (see image below). The project includes new shelters, undercover seating areas and new lighting. Practical completion is expected Mid-February 2026, with the Ministerial Opening of the park along with a community celebration scheduled for 1 March 2026.



*Romsey Skatepark concrete works.*

- The Macedon Ranges Sports Precinct Stage 2 works have commenced following the award of two contracts for new indoor and outdoor facilities. Stage 2 includes three multi-use indoor courts, four gender neutral change rooms, additional car parking, a dedicated drop off zone, offices and amenities at the western sports hub site along with a second natural turf oval, two outdoor netball courts and additional car parking at the eastern site. Contractors have been appointed for both sites, with ACE Infrastructure delivering the oval works and Harris HMC the new indoor stadium.

- Construction of the Kyneton Showgrounds Netball Pavilion was completed November 2025, in time for the annual Kyneton Agricultural show. Focus has now shifted to the construction of two new netball courts with demolition of the existing court to commence January 2026.



*Kyneton Showgrounds Netball Courts.*

- The Shared Trails project.
  - Stage 1Bi – Have reached practical completion with minor works (fencing) pending.
  - Stages 1Bii-1Biii – Design is now completed and approved by V/Line. The contractor is now liaising with V/Line to obtain a Site Access Permit to commence construction works.
  - 2B – Design near to completion. The remaining section stage 2B is outside of V/Line corridor, which should expedite construction works.
  - Stages 2A and first section of stage 2B currently being realigned onto Middlegully Road
  - Stage 2C – The contractor has delivered the design for this stage and is now responding to comments from V/Line.
  - Stage 3 – Being shifted to its original alignment due to hurdles associated to the heritage bridge.

The project team are working to complete construction of the above works by May 2026.

*See following page for a map of stages on this project.*



**Aerial map of the Shared Trails Project Stage 1 through to 3 (Woodend to Riddells Creek)**

- Major renovations have commenced at Macedon Kindergarten in January 2026. This includes new and upgraded children’s toilets and amenities, staff/DDA accessible toilet, children’s locker space, new change space, and new vinyl and carpet flooring throughout the facility. This project will increase privacy and hygiene for the children by better separation of toilets from the classroom, while maintaining staff supervision requirements. The kindergarten will remain closed throughout Term 1 and will reopen for Term 2, 2026.



*Macedon Kindergarten, internal renovations and upgrade.*

## Capital Works Statement

Table 7 Capital works statement as at 31 December 2025

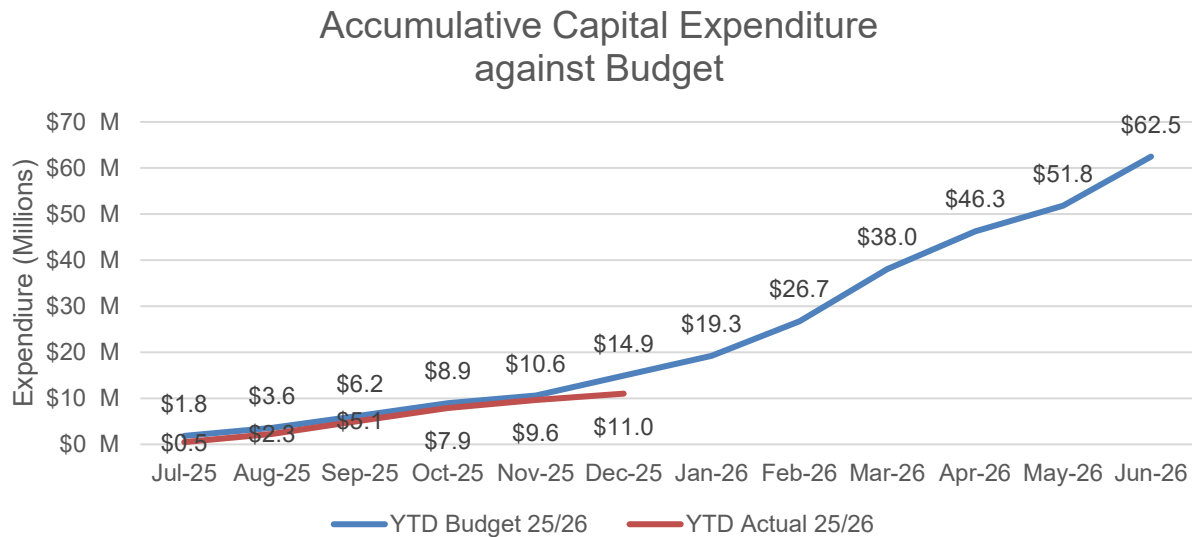
	2025/26 Annual Budget \$'000	*2025/26 Adopted & C/Fwd Budget \$'000	2025/26 Dec YTD Budget \$'000	2025/26 Dec YTD Actuals \$'000	2025/26 Dec YTD Variance \$'000
<b>Property</b>					
Land and land improvements	-	-	-	-	-
Buildings and building improvements	3,903	7,457	1,825	1,448	377
<b>Total property</b>	<b>3,903</b>	<b>7,457</b>	<b>1,825</b>	<b>1,448</b>	<b>377</b>
<b>Plant and equipment</b>					
Plant, machinery and equipment	1,535	2,270	1,135	974	161
Computers and telecommunications	485	496	254	76	178
<b>Total plant and equipment</b>	<b>2,020</b>	<b>2,765</b>	<b>1,389</b>	<b>1,050</b>	<b>339</b>
<b>Infrastructure</b>					
Roads	8,741	17,055	5,499	4,796	703
Bridges	500	1,389	108	93	15
Footpaths and Cycleways	1,633	12,168	2,093	1,183	909
Large Trail Projects	-	-	-	-	-
Drainage	611	1,364	448	188	261
Recreational, leisure and community facilities	10,533	18,916	3,262	2,055	1,207
Macedon Ranges Sports Precinct stage 2	-	-	-	-	-
Parks, open space and streetscapes	80	105	50	34	16
Other infrastructure	463	1,254	231	159	72
<b>Total infrastructure</b>	<b>22,561</b>	<b>52,251</b>	<b>11,691</b>	<b>8,508</b>	<b>3,183</b>
<b>Total capital works expenditure</b>	<b>28,484</b>	<b>62,472</b>	<b>14,905</b>	<b>11,006</b>	<b>3,899</b>

*\* Budget carry forwards are now included in this quarter reporting. This column represents unspent budgets or grants at the end the financial year, that are reviewed and approved to be carried forward into the next financial year. This applies to grants that are paid in advance or projects that are incomplete at the end of the year.*

## Accumulative Capital Expenditure vs Budget (FY25/26)

Year-to-date capital expenditure remains below budget, with actual spend of approximately \$11M against a budget of \$14.9M by December 2025. (Figure 1)

The budget profile increases significantly from January 2026, and expenditure will need to accelerate in the second half of the year to align with planned delivery. Continued monitoring is required to ensure projects progress in line with the approved capital program.



**Figure 1** Actual and budgeted capital expenditure for 2025/26

# Governance

## October to December 2025 Highlights

- Council Adopted the following strategies, plans or policies during the reporting period:
  - Fraud and Corruption Control Framework
  - Australia Day Grant Policy
  - Internal Audit Charter
  - Delegations and Authorisations Policy
  - Shaping the Ranges 2025 – 2035
  - Financial Plan 2025 – 2035
  - Asset Plan 2025 - 2035
  - Chief Executive Officer (CEO) Employment and Remuneration Policy
  - Artificial Intelligence (AI) Policy
  - Onsite Wastewater Management Plan 2025 – 2030
  - Environment Grant Guidelines
  - Environment and Community Climate Action Grants Terms of Reference for Assessment Panels
  - Domestic Animal Management Plan 2026 – 2029
  - Audit and Risk Committee Charter - December 2025
  
- The following strategies, plans or policies were endorsed by Council for public consultation during the reporting period:
  - Proposed renaming of the Clarke Street footbridge in Mount Macedon
  - Draft Biodiversity Strategy
  - Intention to Lease – Kyneton Airfield Hangar Sites

## Council Resolutions

**Table 8 Council resolutions summary for period 1 July 2025 to 31 December 2025**

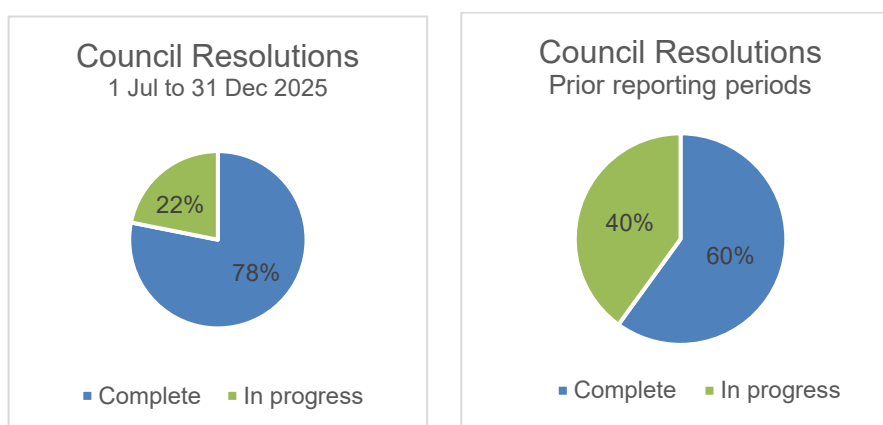
Meeting Date	Meeting Type	Resolutions (No.)	Complete (No.)	Complete (%)	In Progress (No.)	In Progress (%)
23/07/2025	Council Meeting	17	14	82%	3	18%
27/08/2025	Council Meeting	12	9	75%	3	25%
24/09/2025	Council Meeting	14	13	93%	1	7%
08/10/2025	Council Meeting	2	2	100%	0	0%
22/10/2025	Council Meeting	11	7	64%	4	36%
26/11/2025	Council Meeting	14	10	71%	4	29%
17/12/2025	Council Meeting	26	20	77%	6	23%
<b>Total</b>		<b>96</b>	<b>75</b>	<b>78%</b>	<b>21</b>	<b>22%</b>

**Refer to Appendix C for full table of council resolutions for the reporting period.**

**Table 9 Aged Council resolutions from prior reporting periods that are still in progress or completed in this reporting period**

Financial Year	Meeting Type	Resolutions (No.)	Complete (No.)	Complete (%)	In Progress (No.)	In Progress (%)
2019/20	Council Meeting	2	0	0%	2	100%
2020/21	Council Meeting	1	0	0%	1	100%
2021/22	Council Meeting	1	0	0%	1	100%
2022/23	Council Meeting	1	1	100%	0	0%
2023/24	Council Meeting	4	3	75%	1	25%
2024/25	Council Meeting	16	11	69%	5	31%
<b>Total</b>		<b>25</b>	<b>15</b>	<b>60%</b>	<b>10</b>	<b>40%</b>

**Refer to Appendix D for full table of aged council resolutions.**



**Figure 2 Council resolutions for current and prior reporting periods**

## Statutory Obligations

Statutory Obligations are imposed upon Council, Councillors, and Council Officers under the Local Government Act 1989. On 24 March 2020, the Local Government Act 2020 received Royal Assent.

***Refer to Appendix A for status table of statutory obligations for the reporting period.***



*Kyneton Botanic Gardens, Kyneton.*

## Councillor Expenses and Reimbursements

Table 10 Expenses and reimbursements to Councillors for period 1 July 2025 to 31 December 2025

	Allowance	Travel	Car mileage	General Expenses	I&CT	Events & Conferences (Representative)	Training & Development (Individual)	Training & Development (Collective)
Cr Alison Joseph	\$17,525	\$0	\$0	\$0	\$191	\$0	\$0	\$0
Cr Andrew Scanlon	\$17,525	\$0	\$0	\$0	\$191	\$0	\$0	\$0
Cr Cassy Borthwick	\$19,780	\$0	\$0	\$0	\$191	\$14	\$750*	\$0
The Late Cr Christine Walker	\$0	\$0	\$337	\$0	\$0	\$0	\$1,996	\$0
Cr Daniel Young	\$17,525	\$0	\$0	\$0	\$191	\$0	\$0	\$0
Cr Dominic Bonanno	\$49,085	\$76	\$0	\$23	\$91	\$83	\$1,689	\$0
Cr Janet Pearce	\$17,525	\$0	\$1,678	\$11	\$191	\$41^	\$1,019	\$0
Cr Jennifer Anderson	\$17,525	\$0	\$1,396	\$25	\$191	\$46	\$260	\$0
Cr Kate Kendall	\$36,264	\$0	\$3,430	\$4,786	\$191	\$9	\$2,529*	\$0
Cr Rob Guthrie	\$13,922	\$0	\$507	\$11	\$82	\$0	\$0	\$0
Training all Councillors	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,088
Catering all Councillors	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,892
	<b>\$206,676</b>	<b>\$76</b>	<b>\$7,348</b>	<b>\$4,856</b>	<b>\$1,510</b>	<b>\$193</b>	<b>\$8,243</b>	<b>\$18,980</b>

\*Includes costs related to training as part of the Mayor and Deputy Mayor Roles.

^Includes a refund relating to events paid for in the first quarter.

# People and Wellbeing

## October to December (Q2) 2025 Highlights

- Staff turnover rates this quarter increased overall, however as Quarter 1 figures trended low, a rise in turnover is not concerning. Turnover at the leadership level continues to stabilise.
- Ongoing investment in leadership development will continue to support newly onboarded leaders and enhance the skills of current leaders.
- A continued focus on strengthening employee engagement and alignment via our Culture Roadmap is expected to support a stable and healthy turnover rate.
- Compliance training rate for Q2 is 94%, on par with Q1 and an increase of 2% on Q2 from 2024/25 FY. This demonstrates a strong commitment from leaders to ensure all team members are up to date with legislative and regulatory requirements across core risks and skillsets.
- This quarter included a one-off module for all people leaders, introducing the new Victorian Psychological Health Compliance Code.
- The EVOLVE capability training program offered seven unique training sessions to Council employees. There were 88 enrolments across Q2 and an attendance rate of 88%.



*Hanging Rock, Macedon.*

# Insurance and Risk

## October to December (Q2) 2025 Highlights

- Fraud and Corruption risk assessments continue to progress in collaboration with operational areas.
- Six-monthly Risk Management workshops continue to be provided to support Managers in identifying, assessing, and managing operational risks.
- Strategic Risk Management workshops continue to be provided to support Directors manage strategic risks.
- Insurance claim expenditure remains low.
- New Insurance claim notifications have slightly increased this quarter to 15, from 13 in the previous quarter.
- Most of the public liability under excess claim notifications relate to Council's roads and footpaths.
- There were two Councillor and Officer liability claim notifications; two Public Liability claim notifications and two Fleet claim notifications that were subsequently accepted to repair Council fleet.



# Customer Service

## October to December (Q2) 2025 Highlights

- The total number of Customer Service Requests received decreased by 127 compared with the prior quarter.
- Compliments received in Quarter 2 were consistent with Quarter 1 results.
- 85% of customer requests were completed by officers within 10 working days, compared to 91% in the previous quarter. (Note: The Quarter 1 result was previously reported as 80.22% in error).
- The highest number of customer requests this quarter continued to relate to waste and recycling, followed by planning and animal-related enquiries.
- The Customer Service team received 10,624 calls for the quarter. Calls were answered by the team within 30 seconds; on target with the service standard of 30 seconds.
- Complaints in Quarter 2 decreased by 25%. The average response time also decreased. Council will continue to work towards reducing these response times to meet the Customer Service Charter standards.



# Appendix A – Statutory Obligations

Statutory Obligations are imposed upon Council, Councillors and Council Officers under the Local Government Act 1989. On 24 March 2020, the Local Government Act 2020 received Royal Assent.

NO.	RESPONSIBLE OFFICER	OBLIGATION	LGA 1989	LGA 2020	REQUIREMENTS	TIMELINE	STATUS / LAST COMPLETION DATE	NEXT DUE BY
1	Coordinator Governance	Reimbursement of expenses of Councillors and members of a delegated committee		40(1)	A Council must reimburse a Councillor or a member of a delegated committee for out-of-pocket expenses. Council must provide details of reimbursements to the Audit and Risk Committee.	Ongoing	Ongoing	Ongoing
2	Director Community	Adopt complaints policy		107	Council to adopt complaints policy.	By 31 December 2021	15-Dec-2021 then 22-May-2024	22-May-28
3	Coordinator Governance	Lodging of an initial personal interests return		133	<b>Specified person</b> must lodge an initial personal interests return with the CEO.	Within 30 days of taking oath/affirmation or of appointment.	As required when nominated officers begin employment with Council	Ongoing as required
4	Coordinator Governance	Lodging of biannual personal interests return		134	<b>Specified person</b> who continues to be a specified person must lodge biannual personal interests return with CEO twice yearly.	Twice yearly in March and September	30-Sep-25	31-Mar-26
5	Coordinator Governance	Publish summary of personal interest on Council's internet website		135	Under the Act, the CEO must publish the summary of personal interests on the Council's Internet site within 45 days a biannual personal interests return is due to be lodged.	Twice yearly in (a) the period from 1 March to 31 March; and (b) the period from 1 September to 30 September.	13-Oct-25	15-May-26
6	Chief Executive Officer	Elect the Mayor and Deputy Mayor		26 & 27	Council must elect the Mayor and Deputy Mayor.	Annually unless Council resolves otherwise	25-Nov-25	30-Nov-26
7	Director Corporate	Develop and implement Code of conduct for members or Council staff	95AA	49	A CEO must develop and implement a code of conduct for members of Council staff.	By 1 January 2022	31-Mar-22	N/A (Internally due for review 31/8/2025)
8	Coordinator Governance	Keep register of delegations		47 & 11(8)	The Council and CEO must keep a register of delegations.	Ongoing	Ongoing	Ongoing
9	Coordinator Governance	Conduct delegations review		11(7)	Council must review all delegations in force within 12 months after a general election.	Review within 12 months after a general election	24-Sep-25	31-Oct-29
10	Coordinator Governance	Right to make Submission	223		Where a person is given a right to make a submission Council must publish a public notice specifying the matter, prescribed details, submission date and the right to be heard in person.	Council should provide not less than 28 days for submissions to be received	As required	As required
11	Manager Governance and Performance	Adopt Council Plan		90	Council must adopt the Council Plan.	By 31 October 2021	22-Oct-25	31-Oct-29

## STATUTORY OBLIGATIONS

Reporting Period: 1 October to 31 December 2025

Statutory Obligations are imposed upon Council, Councillors and Council Officers under the Local Government Act 1989. On 24 March 2020, the Local Government Act 2020 received Royal Assent.

NO.	RESPONSIBLE OFFICER	OBLIGATION	LGA 1989	LGA 2020	REQUIREMENTS	TIMELINE	STATUS / LAST COMPLETION DATE	NEXT DUE BY
12	Manager Finance and Reporting	Adopt Financial Plan		91	Council must adopt the Financial Plan.	By 31 October 2021	22-Oct-25	31-Oct-29
13	Manager Finance and Reporting	Adopt budget		94	Council must adopt its budget.	By 30 June each year	18-Jun-25	30-Jun-26
14	Manager Finance and Reporting	Adopt revised Budget (where necessary)		95	Council must prepare a revised budget if circumstances arise which cause a material change in the budget which affect the financial operations of Council.	As soon as practicable after the Council becomes aware of a change in the budget	As required	As required
15	Director Corporate	Adopt CEO Employment and Remuneration Policy		45	Council must adopt CEO Employment and Remuneration Policy.	By 31 December 2021	17-Dec-25	31-Dec-29
16	Director Corporate	CEO responsibilities		46 & 48	CEO must develop and maintain a Workforce Plan.	By 31 December 2021	01-Feb-22	31-Oct-25
17	Director Corporate	CEO responsibilities		48	CEO must adopt and maintain a Recruitment Policy.	By 31 December 2021	31-Dec-24	31-Mar-28
18	Manager Governance and Performance	Adopt Community Vision		88	Council must adopt the Community Vision.	By 31 October 2021	22-Oct-25	31-Oct-29
19	Manager Communications and Advocacy	Preparation and adoption of Annual Report		98, 99 & 100	Council must prepare and adopt the Annual Report (including the performance and financial statements).	In the year of a general election, on a day not later than the day before election day; in any other year, within 4 months of the end of the financial year	22-Oct-25	31-Oct-26
20	Manager Finance and Reporting / Manager Governance and Performance	Performance and Financial Statements		99	Council must submit the performance statement and financial statements to the auditor after passing a resolution giving approval to the performance statement and financial statements.	As soon as is reasonably practicable after each financial year	08-Oct-25	31-Oct-26
21	Manager Finance and Reporting / Manager Governance and Performance	Performance and Financial Statements		99	Council must ensure that the performance statement and financial statements, in their final form, after any changes have been made, are certified by two Councillors authorised by the Council.	After changes recommended or agreed by the auditor have been made	08-Oct-25	31-Oct-26

Statutory Obligations are imposed upon Council, Councillors and Council Officers under the Local Government Act 1989. On 24 March 2020, the Local Government Act 2020 received Royal Assent.

NO.	RESPONSIBLE OFFICER	OBLIGATION	LGA 1989	LGA 2020	REQUIREMENTS	TIMELINE	STATUS / LAST COMPLETION DATE	NEXT DUE BY
22	Manager Finance and Reporting / Manager Governance and Performance	Performance and Financial Statements		99	The auditor must prepare a report on the performance and financial statements. The auditor must provide the Council and the Minister with a copy of the report on the performance and financial statements.	As soon as is reasonably practicable (the auditor is required to report on the financial statements to the Council within 4 weeks and give a copy of the report to the Minister)	16-Oct-25	31-Oct-26
23	Manager Communications and Advocacy	Annual Report		100	Council must consider the Annual Report at a meeting of the Council as soon as practicable but within the time required by the regulations.	Under the Local Government (Planning and Reporting) Regulations 2014 Council must hold a meeting to consider the Annual Report: s.22 (1) Within one month after submitting the Annual Report to the Minister. s.22 (2) In the year of a general election no later than the day before the election	22-Oct-25	31-Oct-26
24	Manager Governance and Performance	Meet to consider annual report		100	The Mayor must report on the implementation of the Council Plan by presenting the annual report at a Council meeting.	In the year of a general election on a day not later than the day before an election day; and in any other year, within 4 months of the end of the financial year	22-Oct-25	31-Oct-26
25	Manager Finance and Reporting	CEO to present Quarterly Statements		97	CEO must ensure that a statement comparing budgeted and actual revenue and expenditure is presented at an open Council meeting.	At least every 3 months	September quarter presented to Council on 26/11/2025.	December quarter to be presented to Council at 26 March 2026 Council Meeting.
26	Manager Finance and Reporting	CEO to present quarterly budget report		97	CEO to ensure that quarterly budget report is presented to the Council at a Council meeting open to the public.	As soon as reasonably practicable at the end of each quarter of the financial year	September quarter presented to Council on 26/11/2025.	December quarter to be presented to Council at 26 March 2026 Council Meeting.
27	Manager Finance and Reporting	Land Valuation	157(2)		Council must publish public notice of a decision to change its system of valuation.	Promptly	As required	As required
28	Manager Finance and Reporting	Rates & Charges	158(1)		Council must declare the amount it intends to raise by general rates, municipal charges, service rates and charges.	At least once every financial year declare by 30 June	18-Jun-25	30-Jun-26

## STATUTORY OBLIGATIONS

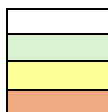
Reporting Period: 1 October to 31 December 2025

Statutory Obligations are imposed upon Council, Councillors and Council Officers under the Local Government Act 1989. On 24 March 2020, the Local Government Act 2020 received Royal Assent.

NO.	RESPONSIBLE OFFICER	OBLIGATION	LGA 1989	LGA 2020	REQUIREMENTS	TIMELINE	STATUS / LAST COMPLETION DATE	NEXT DUE BY
29	Manager Finance and Reporting	Rates & Charges	Part 8A		Under Section 10E(1)(a) of the Essential Services Commission Act 2001, the Essential Services Commission (ESC) has a responsibility to monitor and review Councils compliance with the caps set under Part 8A of the Local Government Act 1989.	Annually	30-Sep-25	30-Sep-26
30	Manager Finance and Reporting	Adopt Revenue and Rating Plan		93	Council must adopt the Revenue and Rating plan.	By 30 June after a general election for a period of the next 4 financial years	18-Jun-25	30-Jun-29
31	Director Assets and Operations	Adopt Asset Plan		92	Council to adopt Asset Plan.	By 30 June 2022, and then by 31 October in the year following a general election	22-Oct-25	31-Oct-29
32	Coordinator Contracts	Prepare and adopt Procurement Policy		108	Council must prepare and adopt a Procurement Policy.	By 1 January 2022 - Council must then review the Policy at least once every 4 year term of the Council	24-Nov-21	30/06/2028 (internally due for review 31/12/25)
33	Manager Finance and Reporting	Publish notice of intention to sell land		114	Before selling or exchanging land Council must publish notice of its intention at least 4 week prior to the sale via Council's internet website and undertake the community engagement process.	Ongoing from 1 July 2021	As required	As required
34	Manager Finance and Reporting	Include any proposal to lease land in the financial year budget		115	Council must include any proposal to lease land in a financial year in the budget where the lease is for one year or more and for a value of \$100,000 or more per year and the current market rental value is \$100,000 or more per year; and for 10 years or more.	Ongoing from 1 July 2021	As required	As required
35	Coordinator Governance	Register of Authorised Officers	224(1A)		Maintain a register that shows all people appointed as authorised officers.	Ongoing	Ongoing	Ongoing
36	Coordinator Governance	Authorised Officers	224(2)		Council must issue an identity card to each authorised officer.	Ongoing	As required	As required

### Legend

Compliant  
 Completed this Quarter  
 Due for Completion next Quarter  
 Non-Compliant



### Note

1. The last general election was held on 26 October 2024. The next will be held in October 2028.
2. Dates reflect the statutory timeframe for completion of the outcome.
3. The first Council Meeting after the last election was 27 November 2024

# Appendix B – Council Resolutions

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
Assets and Operations	23/07/2025	Scheduled	<b>Response to Petition in Relation to the Speed Limit on Cabbage Tree Lane, Gisborne South</b> That Council: 1. Maintains the speed limit along Cabbage Tree Lane, Gisborne South as 80km/h. 2. Notifies the Head Petitioner of the decision of Council. 3. Proceeds with seeking approval from the Department of Transport and Planning to increase the speed limit along McGeorge Road, Gisborne between Couangalt Road and Brooking Road to 80km/h from 60km/h. 4. Proceeds with seeking approval from the Department of Transport and Planning to reduce the speed limit along Weigall Road, Gisborne to 80km/h from 100km/h. 5. Notifies residents of the recommendation of Council and the speed limit changes. 6. Installs speed signs once approval from the Department of Transport and Planning is received. 7. Continues reviewing other instances of potential historical speed limit inconsistencies and proceed with formalising these with appropriate speed limits.	1. Completed 2. Completed 3. Application has been submitted to the Department of Transport and Planning (DTP) for approval. 4. Application is being prepared to submit to DTP for approval. 5. Completed and residents will be notified again once speed limit changes are finalised. 6. To be completed once speed limit changes are finalised. 7. Ongoing action that is addressed operationally by Council staff.	Director Assets and Operations	In Progress	50%
Assets and Operations	23/07/2025	Scheduled	<b>Draft Road Management Plan 2025-2029</b> That Council: 1. Adopts the Draft Road Management Plan 2025-2029. 2. Notifies all submitters regarding this resolution and thanks them for their feedback and participation.	The Road Management Plan was adopted by Council at its 23 July 2025 Scheduled Council Meeting,	Director Assets and Operations	Completed	100%
Assets and Operations	23/07/2025	Scheduled	<b>Draft Woodend Racecourse Reserve Master Plan</b> That Council: 1. Endorses the release of the draft Woodend Racecourse Reserve Master Plan for four weeks of community consultation. 2. Includes in the public consultation a proposal to investigate the provision of a suitable area for the potential inclusion of a facility to accommodate, a Woodend Men's Shed, acknowledging previous interest expressed by the group. 3. That Council officers prepare and provide a map for inclusion in the Master Plan that identifies and delineates: a. State-owned land within the reserve where Council acts as the Committee of Management b. Council-owned land within the reserve area and its zoning designation c. Clarification of whether the Council-owned land forms part of the Woodend Racecourse Reserve Master Plan area. d. The extent of the Vegetation Protection Overlay (VPO3).	The draft Master Plan received a significant volume of responses; Officers are reviewing and drafting responses to feedback in preparation for Councils consideration at its 25 March 2026 Scheduled Council Meeting	Director Assets and Operations	In Progress	75%
Chief Executive	23/07/2025	Scheduled	<b>Recognition of King's Birthday Honour Recipient 2025</b> That Council writes a letter of congratulations to Mrs Rebecca McGrath who was named a Member of the Order of Australia in recognition of her significant service to business through leadership roles in compliance, audit and finance.	Letter of congratulations sent.	Chief Executive	Completed	100%
Chief Executive	23/07/2025	Scheduled	<b>Report from the 2025 National General Assembly of Local Government held in Canberra between 24-27 June 2025</b> That Council notes the report following attendance by Mayor Dom Bonanno and Bernie O'Sullivan, Chief Executive Officer at the 2025 National General Assembly, D27 incorporating the Australian Council of Local Government meeting, which was held in Canberra between 24-27 June 2025.	The report was noted.	Chief Executive	Completed	100%
Community	23/07/2025	Scheduled	<b>Community Satisfaction Survey Results 2025</b> That Council:, 1. Notes the results of the 2025 Community Satisfaction Survey and the responses from officers in this report., 2. Requests the CEO to work with Councillors and staff on potential mechanisms to improve community satisfaction scores., 3. Requests the CEO to provide a report to Council in March 2026 on what changes have been implemented or are proposed, including those for the 2026/27 budget process, with the aim of improving community satisfaction.	1. Noted 2-3. Report to be presented to March 2026 Scheduled Meeting, outlining work undertaken and proposed changes.	Director Community	In Progress	50%
Community	23/07/2025	Scheduled	<b>Small Projects Grant Recommendation</b> That Council approves: 1. Approves the awarding of \$1,900.00 small project grant to Lancefield Mechanics Institute, for their Laptop for Lancefield Mechanics Institute Committee of Management Treasurer position project. 2. Approves the awarding of \$1,500.00 small project grant to Jubilee Hall Committee of Management, for their Personal Computer (PC) Replacement project.	1. Approved. Funding allocation completed. 2. Approved. Funding allocation completed.	Director Community	Completed	100%
Community	23/07/2025	Scheduled	<b>Community Funding Scheme 2025/2026 Recommendations</b> That Council: 1. Approves the 2025-26 Community Funding Scheme allocations as described in this report and attachment. 2. Requests that the CEO prepares a report to Council by the end of September 2025, that proposes the use of the remaining surplus funds, and considers the completion of: a. a priority missing link footpath in the East Ward; and/or b. the renewal of the Riddell's Creek Recreation Reserve Master Plan.	1. Approved. Funding allocations completed., 2. Report presented to August 2025 Scheduled Meeting. Resolution carried to reallocate surplus CFS funds to the development of the Riddells Creek Recreation Reserve Master Plan.	Director Community	Completed	100%
Corporate	23/07/2025	Scheduled	<b>Audit and Risk Committee Biannual Report - June 2025</b> That Council notes the Audit and Risk Committee Biannual Report – June 2025 and thanks the committee for the report.	Resolution completed - report received and noted.	Director Corporate	Completed	100%
Corporate	23/07/2025	Scheduled	<b>Notice of Motion - Development of an Artificial Intelligence Policy</b> That Council: 1. Requests the Chief Executive Officer to prepare a draft Artificial Intelligence Policy that sets clear direction for the safe, effective and innovative use of AI, supports compliance with relevant legislation and guidelines, and builds community trust. 2. Notes that the draft Policy should: (a) Incorporate relevant elements of Council's existing internal AI Protocols and Guidelines; (b) Align with the Administrative Guideline for the Safe and Responsible Use of Generative AI in the Victorian Public Sector; (c) Define requirements for risk, procurement, staff training, compliance, monitoring, and effective innovation; and (d) Provide for regular review to respond to emerging technologies and community expectations. 3. Requests that the draft Policy be presented to a Council Briefing within four months, for consideration to progress to a Council Meeting.	Resolution completed. Council briefed on draft policy progress on 25 November 2025. Policy adopted at 17 December 2025 Council Meeting.	Director Corporate	Completed	100%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
Corporate	23/07/2025	Scheduled	<p><b>Notice of Motion - Innovation Committee</b> That Council:</p> <ol style="list-style-type: none"> <li>1. Explores the establishment of an "Innovation Committee" as an Advisory and Investigatory Committee of Council with the purpose of:               <ol style="list-style-type: none"> <li>(a) investigating and providing recommendations to Council on improving the efficiency and oversight of the Council;</li> <li>(b) developing new and innovative ways of delivering services to the Community;</li> <li>(c) working with the CEO and Officers to improve customer satisfaction with Council services; and</li> <li>(d) ensuring public value.</li> </ol> </li> <li>2. Requests the CEO to provide a report to Council including a draft Terms of Reference for the proposed committee to the October 2025 Council Meeting for consideration, noting that the Committee should:               <ol style="list-style-type: none"> <li>(a) Provide advice to Council only and not exercise any delegated powers or make binding decisions.</li> <li>(b) Have the power to request and receive information necessary for evidence-based decision making.</li> <li>(c) Consist of at least 3 Councillors and is open to all Councillors to join.</li> <li>(d) Meet regularly to develop and consider proposals.</li> <li>(e) Receive ideas and suggestions for organisational improvements directly from the Community and Council staff.</li> <li>(f) Regularly report back to the Community via Council meetings.</li> <li>(g) Regularly review its performance and operations to ensure continuous improvement.</li> </ol> </li> </ol>	Report presented to October Council Meeting.	Director Corporate	Completed	100%
Corporate	23/07/2025	Scheduled	<p><b>Draft Integrated Strategic Planning Documents for Consultation</b> That Council:</p> <ol style="list-style-type: none"> <li>1. Endorses the release of the following draft documents for public consultation for four weeks:               <ul style="list-style-type: none"> <li>• Shaping the Ranges 2025-2035</li> <li>• Financial Plan 2025-2035</li> <li>• Asset Plan 2025-2035</li> </ul> </li> <li>2. Notes that the consultation will be conducted in accordance with Council's Community Engagement Policy</li> <li>3. Requests a report be presented to the October 2025 Council meeting, summarising the feedback and presenting the final documents for adoption.</li> </ol>	Resolution completed.	Director Corporate	Completed	100%
Corporate	23/07/2025	Scheduled	<p><b>Contracts to Be Awarded at July 2025</b> That Council notes that the following contracts will be awarded by Council officers under delegated authority:</p> <ol style="list-style-type: none"> <li>1. C2025-95 Kyneton Showgrounds Netball Courts &amp; Civil Infrastructure Works</li> <li>2. C2025-96 Security Services Council Facilities. 3. C2025-99 Supply Panel Street Sweeping Waste Processing</li> </ol>	Resolution noted and completed.	Director Corporate	Completed	100%
Corporate	23/07/2025	Scheduled	<p><b>Notice of Intention to Lease - Kyneton Airfield Hangar Sites</b> That Council:</p> <ol style="list-style-type: none"> <li>1. Commences the statutory process under Section 115 of the Local Government Act 2020 to undertake a community engagement process on the proposed lease of hangar sites at Kyneton Airfield.</li> <li>2. Schedules a meeting of the Submitters Delegated Committee to be held online at 7pm on Wednesday 3 September 2025, to hear submissions in accordance with Section 223 of the Local Government Act 1989, if required.</li> <li>3. In the event that no submissions are received, authorises the Chief Executive Officer to enter into a lease agreement on the following terms: **see table in minutes**</li> </ol>	Community consultation undertaken and report has been presented to September meeting.	Director Corporate	Completed	100%
Planning and Environment	23/07/2025	Scheduled	<p><b>2025-2026 Events and Festival Grant Program and the 2026 ANZAC Day Commemorative Services Support Fund</b> That Council:</p> <ol style="list-style-type: none"> <li>1. Endorses the funding recommendations listed in Attachment 1 for the Events and Festivals Grant Program; and</li> <li>2. Endorses the in-kind recommendations listed in Attachment 2 for the Events and Festivals Grant Program.</li> </ol> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Endorses the funding recommendations listed in Attachment 3 for the ANZAC Day Commemorative Services Support Fund; and</li> <li>2. Reopens the ANZAC Day Commemorative Services Support Fund for a 10 day period and applications be brought to the 27 August Council Meeting.</li> </ol>	Funding agreements have been finalised with recipients and unsuccessful applicants notified.	Director Planning and Environment	Completed	100%
Planning and Environment	23/07/2025	Scheduled	<p><b>Draft Domestic Animal Management Plan 2026 - 2029</b> That Council:</p> <ol style="list-style-type: none"> <li>1. Endorses the release of the Draft Domestic Animal Management Plan 2026 – 2029 for community consultation.2. Notes that submission to this period of community consultation will be presented to Council, together with the Draft Domestic Animal Management Plan 2026 – 2029 at the November meeting of Council.3. Notes the Domestic Animal Management Plan 2026-2029 Community Consultation (Stage 1) Report.</li> <li>4. Notifies all submitters regarding this resolution, thank them for their feedback and notify them of the second round of consultation commencing August 2025.</li> </ol>	No further action required - consultation for both opened on 1 August 2025 and closed on 31 August 2025.	Director Planning and Environment	Completed	100%
Planning and Environment	23/07/2025	Scheduled	<p><b>Proposed changes to Council's Dog and Cat Order 2019 Schedule 1 (Off leash areas) and Schedule 2 (Prohibited areas)</b> That Council:</p> <ol style="list-style-type: none"> <li>1. Notes community feedback outlined in the attached Dog Off Leash and Prohibited Area Consultation 2024 Report.</li> <li>2. Endorses the release of Proposed Schedules 1 and 2 (of Council's Dog and Cat Order 2019 – Domestic Animals Act 1994) for four weeks of community consultation.</li> </ol>	All actions complete.	Director Planning and Environment	Completed	100%
Assets and Operations	27/08/2025	Scheduled	<p><b>Riddells Creek Master Plan</b> That Council allocates the unspent Community Funding Scheme funds of \$37,779.27 for the development of the Riddells Creek Recreation Reserve Master Plan.</p>	Consultant appointed, background work has commenced including initial contact with site user groups.	Director Assets and Operations	In Progress	20%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
Chief Executive	27/08/2025	Scheduled	<p><b>Notice of Motion - Municipal Association of Victoria 10 October 2025 State Council Motion</b> That Council;</p> <p>1. Submits to the Municipal Association of Victoria (MAV) 10 October 2025 State Council the following motion; That the Municipal Association of Victoria: (1) Strongly reaffirms its opposition to Local Government being used as a collection agent for the Emergency Services and Volunteers Fund Levy (ESVF); (2) Demands the Victorian Government immediately transfer full responsibility for levy administration to the State Revenue Office, with no role for local government; (3) Calls for an urgent review of the levy model to address the disproportionate and inequitable burden placed on rural communities, farmers and small businesses; (4) Insists that any levy imposed by the State must be accompanied by transparent impact assessments, full State-funded administration support, and direct State-led community engagement; (5) Calls for a formal review of the levy's impacts within 24 months of implementation, with findings to be made public; and (6) Commits to ongoing advocacy until the levy is either withdrawn or fundamentally restructured to remove the unfair burden on local government and rural communities.</p> <p>2. Requests the Chief Executive Officer to write to the Premier of Victoria, the Treasurer, Minister for Emergency Services, Minister for Local Government, Leader of the Opposition, Shadow Treasurer and Member for Macedon advising of the importance of the above motion and the impact of the ESVF to the Macedon Ranges community.</p>	Motion submitted for the MAV State Council Meeting on 10 October 2025. Letters sent as outlined in the resolution.	Chief Executive	Completed	100%
Community	27/08/2025	Scheduled	<p><b>Small Projects Grant Recommendations</b> That Council</p> <p>1. Approve the awarding of a \$3000.00 small project grant to the Macedon Ranges Truth and Reconciliation Group for their First Nations Music Night project.</p>	Approved. Funding allocation completed.	Director Community	Completed	100%
Community	27/08/2025	Scheduled	<p><b>Reconciliation Plan 2025-2029</b> That Council:</p> <p>1. Adopts the Draft Reconciliation Plan 2025-2029 (Attachment 1) 2. Notes that the Draft Reconciliation Plan 2025-2029 replaces the Reconciliation Action Plan 2021-2023.</p>	<p>1. Reconciliation Plan 2025-2029 adopted. Implementation of Year 1 deliverables commenced December 2025. 2. Noted.</p>	Director Community	Completed	100%
Community	27/08/2025	Scheduled	<p><b>Customer Service Centre Review</b> That Council;</p> <p>1. Endorses the Customer Service Centre Review be released to inform community of: (a) The closure of the Woodend Customer Service Centre, effective 1 January 2026. (b) Alternative ways of current and potential access channels to service the Woodend Community. 2. Requests the CEO explore options for alternative customer service offerings in all Macedon Ranges Shire towns that do not, or will not from January 1st 2026, have a designated service centre desk and; 3. Bring a report back on item 2 to a councillor briefing by April 2026.</p>	<p>1. Endorsed. Closure communicated and took effect from 1 January 2026., 2. Councillor Briefing item on 'Alternative customer service offerings' scheduled for 14 April 2026.</p>	Director Community	In Progress	50%
Corporate	27/08/2025	Scheduled	<p><b>Contracts to be Awarded at August 2025</b> That Council:</p> <p>1. Notes that the following contracts will be awarded by Council officers under delegated authority; (a) C2026-102 Pest Control Services 2. Grants delegated authority to the Chief Executive Officer to award the following contracts; (a) C2026-101 Supply Panel Small Area Stabilisation Works (b) C2026-109 Romsey Skatepark Upgrade</p>	Resolution completed.	Director Corporate	Completed	100%
Corporate	27/08/2025	Scheduled	<p><b>Instrument of Appointment and Authorisation</b> That Council resolves that in the exercise of the powers conferred by section 147(4) of the Planning and Environment Act 1987 and section 313 of the Local Government Act 2020:</p> <p>1. Council officer named in the Instrument of Appointment and Authorisation provided in Attachment 1 be appointed and authorised;; 2. The Instrument of Appointment and Authorisation comes into force upon signing and remains in force until Council determines to vary or revoke it; 3. The Instrument of Appointment and Authorisation in Attachment 1 is signed; and, 4. The Instrument of Appointment and Authorisation for Brandon Zappia be revoked.</p>	Resolution completed.	Director Corporate	Completed	100%
Planning and Environment	27/08/2025	Scheduled	<p><b>2026 ANZAC Day Commemorative Services Support Fund - Round 2</b> That Council notes one application was received in Round 2 of the ANZAC Day Commemorative Services Support Fund and is not recommended to receive the funds.</p>	Resolution Carried	Director Planning and Environment	Completed	100%
Planning and Environment	27/08/2025	Scheduled	<p><b>430 Squadron Australian Airforce Cadets Freedom of Entry Ceremony</b> That Council:</p> <p>1. grants Freedom of Entry to the township of Kyneton, to the 430 Squadron Australian Airforce Cadets, on Sunday 14 September 2025, within the approved road closure area for the Kyneton Daffodil and Arts Festival Grand Parade. 2. approves that Council's Common Seal to be applied to the official scroll that is presented to the 430 Squadron Australian Airforce Cadets, granting Freedom of Entry.</p>	Resolution carried/ However Freedom of Entry Ceremony did not occur	Director Planning and Environment	Completed	100%
Planning and Environment	27/08/2025	Scheduled	<p><b>DP/2021/1/A - PLN/2024/365 - PLN/2024/378 - Ross Watt Road, Gisborne - DEVELOPMENT PLAN APPLICATION AND PLANNING PERMITS</b> That Council advise VCAT and the permit applicant of the following: DP/2021/1/A – Amended Development Plan Application, 1. That Council does not support the approval of the amended Gisborne Area 1 Development Plan (5 June 2025 – version H) at 89 Ross Watt Road Gisborne, prepared to meet the requirements of Clause 43.04, Schedule 4 of the Macedon Ranges Planning Scheme on the following grounds: ***SEE MINUTES FOR FULL RESOLUTION***</p>	Matter proceeding to VCAT in line with Council Resolution	Director Planning and Environment	Completed	100%

Directorate	Date	Meeting type	Report Link	Comment (Council resolution update)	Actioning officer	Status description	% completed
Planning and Environment	27/08/2025	Scheduled	<b>Review of Planning Delegations</b> That Council:, 1. Endorses that the Delegations Policy and Procedure be, (a) reviewed and simplified in line with recommendations 2 and 3, no later than October 2025., (b) Amended to include the following clause: Any planning permit application not meeting the criteria contained within the Instrument of Delegation can be brought to Council by request by a minimum of three Councillors for determination if that application has not already been determined by a Council Officer., 2. Endorses that the call-in process will be retired no later than October 2025 and replaced with the following criteria that will sit within the Instrument of Delegation: (a) 5 or more objections to a planning permit application (b) 5 or more submissions to approve or amend a Development Plan 3. Endorses that the Planning Delegated Committee is wound up no later than October 2025, with non-delegated planning decisions to proceed to a Council Meeting for decision. 4. Endorses that the new planning delegations process be reviewed 6 months after coming into effect and Councillors be briefed on the findings of the review. 5. Notes that a new 'best practice' consultation model for planning applications will be developed and implemented alongside recommendations 1-4	Items 1, 2 and 3 Completed Item 4 and 5 Still in progress	Director Planning and Environment	In Progress	60%
Planning and Environment	27/08/2025	Scheduled	<b>Draft Onsite Wastewater Management Plan 2025 - 2030 - Community and Stakeholder Consultation</b> That Council: 1. Endorses the release of the Draft Onsite Wastewater Management Plan 2025 – 2030, comprising the Draft Operational Plan (Attachment 1) and the Draft Technical Plan (Attachment 2) for community consultation for a period of four weeks. 2. Notes that submission to this period of community consultation will be presented to Council, together with the Draft Onsite Wastewater Management Plan 2025 - 2030 at the December meeting of Council.	Onsite Waste Management Plan presented to Council on 17 December 2025 at the Scheduled Council Meeting	Director Planning and Environment	Completed	100%
Assets and Operations	24/09/2025	Scheduled	<b>Contract Award - MRSP Stage 2</b> RESOLUTION ***CONFIDENTIAL***	Contracts have been awarded.	Director Assets and Operations	Completed	100%
Chief Executive	24/09/2025	Scheduled	<b>CEO Employment and Remuneration Committee Report</b> That Council notes the CEO Employment and Remuneration Committee's completion of the assessment of Bernie O'Sullivan's satisfactory performance as Chief Executive Officer of Macedon Ranges Shire Council from 1 July 2024 to 30 June 2025, in accordance with Council's CEO Employment and Remuneration Policy and the Local Government Act 2020.	Council noted the report.	Chief Executive	Completed	100%
Community	24/09/2025	Scheduled	<b>Community Directorate Integrated Annual Report 2024-2025</b> That Council:, (a) Notes the Community Directorate Integrated Annual Report 2024-2025; (b) Formally concludes the Municipal Public Health and Wellbeing Plan 2021–2025, Disability Action Plan 2021–2025, Participate – Positive Ageing Plan 2020–2025, and Create – Municipal Early Years Plan 2021–2025., (c) Notes how the priority areas and actions from the four concluded plans have been integrated and embedded within the draft Shaping the Ranges 2025–2035 plan.	Shaping the Ranges 2025-2035, which integrates the Council Plan, Community Vision, Disability Action Plan and Municipal Public Health and Wellbeing Plan, adopted at the 22 October 2025 Scheduled Meeting.	Director Community	Completed	100%
Community	24/09/2025	Scheduled	<b>Australia Day Grant Guidelines</b> That Council adopts the revised Australia Day Grant Guidelines (Attachment 1).	Council advised of successful 2026 grants recipients at 17 Dec 2025 Scheduled Meeting.	Director Community	Completed	100%
Community	24/09/2025	Scheduled	<b>Small Project Grant Recommendations</b> That Council:, 1. Approves the awarding of \$1120.80 in partial small projects grant funding to Kyneton Women's Sports Club for their Growing Safe and Accessible Sport Locally project, and; 2. Approves the awarding of \$2880.00 small projects grant funding to Baynton Sidonia Landcare Group Inc for their Taungurung Cultural Heritage workshop project.	1. Approved. Funding allocation completed. 2. Approved. Funding allocation completed.	Director Community	Completed	100%
Corporate	24/09/2025	Scheduled	<b>Notice of Intention to Lease - Kyneton Airfield Hangar Sites</b> That Council: 1. Authorises the Chief Executive Officer to enter into a lease with the hangar owners as outlined in Appendix 1 to this report, on the following key terms: Lease Type: Ground Lease (land only), Tenant Category: Category 3 – Commercial/General Use – Market Rental, Use: Private aircraft hangars (aviation infrastructure, ) Proposed Term: 10 years + 10 years option, Rental Assessment: Market rental determined by registered valuer 2. Authorises the Chief Executive Officer to adjust the market rental in Item 1 above to a rate of \$5.00 per square metre (ex GST). 3. Authorises the Chief Executive Officer to negotiate a lease termination period within a range of between two and five years, as part of finalising the lease terms., 4. Authorises the Chief Executive Officer to sign associated documentation in relation to the progress and execution of leases as proposed in this report., 5. Responds to all submitters in accordance with Council's Community Engagement Policy. 6. Requests the CEO provide a report to a future Council Meeting for noting, including a summary of lease outcomes, confirming consistency with Council's Leasing Policy, and addressing how community and stakeholder feedback has been considered, no later than March 2026.	Resolution in progress.	Director Corporate	In Progress	50%
Corporate	24/09/2025	Scheduled	<b>Scheduling of an Additional Council Meeting</b> That Council schedules an additional Council Meeting to be held online on 8 October 2025 at 5pm.	Resolution noted.	Director Corporate	Completed	100%
Corporate	24/09/2025	Scheduled	<b>CEO Employment and Remuneration Review</b> RESOLUTION ***CONFIDENTIAL***	Resolution noted.	Director Corporate	Completed	100%
Corporate	24/09/2025	Scheduled	<b>Contracts to be awarded as at 30 September 2025</b> That Council: 1. Notes that the following contracts will be awarded by Council officers under delegated authority., (a) C2026-103 Supply Panel Electrical Services; (b) C2026-104 Supply Panel Plumbing Services; (c) C2026-112 Swinburne Ave, Gisborne.	Resolution noted.	Director Corporate	Completed	100%
Corporate	24/09/2025	Scheduled	<b>Fraud and Corruption Control Policy</b> That Council adopts the Fraud and Corruption Policy and revokes all previous versions of the policy.	Resolution completed.	Director Corporate	Completed	100%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
Corporate	24/09/2025	Scheduled	<b>Instruments of Delegation</b> That Council defers the Instruments of Delegation until the 26 November 2025 scheduled Council meeting.	Resolution completed.	Director Corporate	Completed	100%
Corporate	24/09/2025	Scheduled	<b>Quarterly Financial Report - April - June 2025 and Carry Forwards 30 June 2025</b> That Council: 1. Receives the Quarterly Financial report as at 30 June 2025, in accordance with the requirements of the Local Government Act 2020; and, 2. Adopts the Carry Forward projects from the 2024/2025 to the 2025/2026 financial years.	Resolution noted.	Director Corporate	Completed	100%
Planning and Environment	24/09/2025	Scheduled	<b>Petition in relation to the Pedestrian Gates on Sullivans Road Woodend</b> That Council: 1. Notes the petition from Hugh Drummond on the matter of the Pedestrian Gates on Sullivans Road Woodend with 10 signatories;2. Notes that the petition has been circulated to all Councillors confidentially as it contains personal information; and 3. Requests the Director Planning and Environment to prepare a report in response to this petition to be presented by the December 2025 scheduled Council Meeting.	Report presented to Council at the 17 December 2025 scheduled Council Meeting.	Director Planning and Environment	Completed	100%
Planning and Environment	24/09/2025	Scheduled	<b>Draft Open Space Strategy for consultation</b> That Council endorses the release of the draft Open Space Strategy attached to this report for community consultation for a period of four (4) weeks with the following minor changes: • On page 28 update information to reflect approval of Amess Road Precinct Structure Plan. • On page 45, Figure 8 – Map of Riddells Creek, delete annotation for Action 3 (but retain in table 9) as location of future destination open space is yet to be determined. • On page 46, Table 9 – Action 3, replace the words "township becomes a Large District Town" with "town's population surpasses 6,000 people". • On page 85, Figure 15 – Active Transport Network, replace map to reflect the Gisborne Active Transport Network as depicted in the Gisborne Structure Plan 2024.	Open Space Strategy was released for community consultation on 6 October 2025 and ran for four weeks to 2 November 2025.	Director Planning and Environment	Completed	100%
Corporate	8/10/2025	Scheduled	<b>Financial Statements for the year ended 30 June 2025</b> That Council: 1. Approves 'in principle' the Financial Statements for the year ended 30 June 2025, on the recommendation of the Audit and Risk Committee. 2. Provides authorisation to the Mayor and Deputy Mayor to certify the Financial Statements. 3. Endorses the Financial Statements be included in the Annual Report upon certification.	Resolution completed, signed and included in Annual Report - reviewed by VAGO.	Director Corporate	Completed	100%
Corporate	8/10/2025	Scheduled	<b>Performance Statement for the year ended 30 June 2025</b> That Council: 1. Approves 'in principle' the Performance Statement for the year ended 30 June 2025, on the recommendation of the Audit and Risk Committee., 2. Provides authorisation to the Mayor and Deputy Mayor to certify the Performance Statement. 3. Endorses the Performance Statement be included in the Annual Report upon certification.	Resolution noted.	Director Corporate	Completed	100%
Assets and Operations	22/10/2025	Scheduled	<b>Petition in relation to a Master Plan for Rangeview Park, Riddells Creek</b> That Council: 1. Notes the petition from Maree Scale on the matter of a Master Plan for Rangeview Park, Riddells Creek with 90 signatories;, 2. Notes that the petition has been circulated to all Councillors confidentially as it contains personal information; and 3. Requests the Chief Executive Officer to prepare a report in response to this petition to be presented at the December 2025 Council Meeting	Report presented at December 2025 Council Meeting	Director Assets and Operations	Completed	100%
Assets and Operations	22/10/2025	Scheduled	<b>Request for Inclusion of Road Onto the Public Road Register - Red Gap Road, Goldie</b> That Council: 1. Adds Segment 1—comprising 855 metres of fire access track, extending from the bend of West Goldie Road towards the eastern side of Red Gap Road and currently maintained by Council—to the Public Road Register. 2. Continues to keep and maintain Segment 2 as a Category 4 unsealed road on the Public Road Register. 3. Informs residents and other stakeholders of this decision.	1. Completed and segment is now on Councils Public Road Register. 2. Completed 3. Completed,	Director Assets and Operations	Completed	100%
Assets and Operations	22/10/2025	Scheduled	<b>Request to Include Fire Access Track Section of Newlands Road, Darrawit Guim onto The Public Road Register</b> That Council: 1. Does not proceed with including the existing Fire Access Track section of Newlands Road, Darrawit Guim (approximately 600 meters from publicly maintained Heaths Lane to Konagaderra Creek) in Council's Public Road Register. 2. Adds the section of Kennedys Lane between Bolinda – Darrawit Road and Newlands Road (approximately 1,360 metres) to the Public Road Register as a Category 5 unsealed road. 3. Informs resident and other stakeholders of this decision.	1. Completed 2. Completed and is now on Councils Public Road Register. 3. Completed	Director Assets and Operations	Completed	100%
Chief Executive	22/10/2025	Scheduled	<b>Annual Report 2024-25</b> 1. That Council: Receives the Annual Report 2024-25; and, 2. In accordance with Section 98 of the Victorian Local Government Act 2020, gives notice that the Annual Report 2024-25 has been prepared and that it will be available on Council's website and at Council offices.	The Annual Report was uploaded to the website and printed copies are now on display at the Council offices.	Chief Executive	Completed	100%
Community	22/10/2025	Scheduled	<b>The Next Generation of Youth Mental Health Promotion in Macedon Ranges Shire</b> That Council: 1. Co-designs the next generation approach for addressing youth mental wellbeing in partnership with Youth Live4Life, key stakeholders and local young people. 2. Transitions from the current Live4Life model by December 2025 to ensure current resources can be effectively utilised towards successfully co-designing the next phase of youth mental health promotion in partnership with stakeholders.	1. In progress 2. Transition completed, with deliverables under Live4Life 2025 agreement completed.	Director Community	In Progress	60%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
Corporate	22/10/2025	Scheduled	<b>First Right of Refusal - Former Riddells Creek CFA Station at 67 Main Road, Riddells Creek</b> That Council: 1. Authorises the CEO to: (a) Request an extension of time from State Government to respond to the First Right of Refusal process, and/or, (b) Lodge a non-binding expression of interest while Council undertakes further consultation. 2. Writes to The Hon Mary-Anne Thomas MP, Member for Macedon and relevant Ministers, requesting: (a) Thorough consideration of community preferences for the site, including consultation with the Riddells Creek Men's Shed and the Riddells Creek Lions Club, on the sites future use, and (b) Ongoing engagement with Council and the community on its future use. 3. Requests the CEO to undertake brief targeted engagement in Riddells Creek (including the groups named above) and report back to Council.	Correspondence provided to Ministers. Community Engagement in process with a future report to be presented to Council	Director Corporate	In Progress	50%
Corporate	22/10/2025	Scheduled	<b>Draft Integrated Strategic Planning Documents for Adoption</b> That Council: 1. Adopts the following documents prepared in accordance with the Local Government Act 2020, the Public Health and Wellbeing Act 2008 and the Disability Act 2006, and gives public notice of its decision: (a) Shaping the Ranges 2025-2035 (b) Financial Plan 2025-2035 (c) Asset Plan 2025-2035 2. Endorses the Shaping the Ranges Year 1 Action Plan, including the Strategic Indicators, as attached to this report. 3. Responds to all submitters to the consultation processes, in accordance with Council's Community Engagement Policy. 4. Notes that the adopted documents will replace the following documents: (a) Community Vision 2021-2031 and Council Plan 2021-2031 (b) Municipal Health and Wellbeing Plan 2021-2025 (c) Disability Action Plan 2021-2025 (d) Financial Plan 2021-2031 (e) Asset Plan 2021-2031	Resolution completed - documents available, reporting to commence.	Director Corporate	Completed	100%
Corporate	22/10/2025	Scheduled	<b>Contracts to be awarded as at October 2025</b> That Council notes that the following contracts will be awarded by Council officers under delegated authority: 1. C2026-118 Shire Wide Bridges & Culverts Maintenance, 2. C2026-119 Shire Wide Footbridges Refurbishment Work	Resolution noted.	Director Corporate	Completed	100%
Corporate	22/10/2025	Scheduled	<b>Innovation Committee - Update</b> That Council: 1. Notes the progress made towards the establishment of the proposed Innovation Committee in accordance with the Council resolution of 23 July 2025 (Resolution 2025/82). 2. Requests that a further report be presented to Council, including the proposed approach and implementation plan, no later than the end of February 2026.	Report to be presented to future Council meeting.	Director Corporate	In Progress	50%
Planning and Environment	22/10/2025	Scheduled	<b>PLN/2019/315/A – 72 Ferrier Road, New Gisborne</b> 1. That an amended planning permit be issued for the Use and Development of Retirement Village, partial demolition, alteration and additions including external painting to existing building covered by Heritage Overlay, removal of native vegetation and two (2) lot subdivision for PLN/2019/315/A at PC109628 P/Gisborne and Lot 2 PS13272 P/Gisborne, 72 and 74 Ferrier Road New Gisborne VIC 3438 subject to the conditions outlined in Attachment 2. All future applications to amend PLN/2019/315 (and changes to any approved subsequent amendments), shall be referred to a Council Meeting for determination.	Amended Planning Permit issued 3/11/2025.	Director Planning and Environment	Completed	100%
Planning and Environment	22/10/2025	Scheduled	<b>PLN/2025/108 - 23 Buckland Street, Woodend</b> That Council advise VCAT and the permit applicant of the following position: That Council supports the granting of a planning permit for use and development of a child care centre at CA 17 Section 16 TP 960800W T/Woodend P/Woodend, CA 18 Section 16 TP 274819Y T/Woodend P/Woodend, 23 Buckland Street WOODEND subject to the conditions outlined in Attachment 1 with the following alterations: 1. The addition of condition 1(d) - Removal of 'possible car spaces' on TB05b by LRW Designs (16 October 2025) and any other red hatching shown on development plans indicating that the two car spaces will be provided. 2. The alteration to condition 10 to change the acoustic fence height from 1.8 meters to 2 meters.	The VCAT proceedings have formally commenced on 5 November 2025 with a Compulsory Conference. The Council Resolution forms the basis for Council's participation in the Compulsory Conference (formal mediation), and Council's position and the reasoning for such will be more clearly articulated and detailed at the formal Hearing scheduled for 19, 20 and 21 January 2026.	Director Planning and Environment	In Progress	50%
Planning and Environment	26/11/2025	Scheduled	<b>Draft Domestic Animal Management Plan 2026 - 2029 for Adoption</b> That Council: 1. Adopts the Draft Domestic Animal Management Plan 2026 – 2029, subject to the, following amendments: a) Change the cat containment implementation from 2028 to 2029, the final year, of the plan. b) Change the support for cat owners with transitioning cats from free roaming , to contained for improved cat welfare and protecting the environment from , 2026 - 2027 to ongoing c) Include the investigation of options to ease the cost and improve compliance, of introduction of cat containment, including mandatory desexing programs, enhanced enforcement, registration fee reduction for cats and ways of, subsidising cat containment methods. d) Change the activity of strategic planning for dogs and people in open space, evaluation to read "explore options and potential costs to better inform, provision of open space across the shire for dogs and people" 2. Before expanding the "for the love of paws" cat and dog education campaign, provide a report to councillors on an analysis of community feedback to assess, effectiveness and suggestions for improvements. 3. Directs that a copy of the adopted Domestic Animal Management Plan 2026 –, 2029 is submitted to the State Government (Animal Welfare Victoria) by 4, December 2025. 4. Thanks and responds to all submitters to the consultation process in , accordance with Council's Community Engagement Policy.	1. Complete A. Complete B. Complete C. Has a due date of 2028, work is scheduled for 2027 to complete this action D. Complete 2. Not yet started 3. Complete 4. Complete	Director Planning and Environment	In Progress	75%
Assets and Operations	26/11/2025	Scheduled	<b>Acquisition of Land - 158 Hamilton Road New Gisborne</b> RESOLUTION ***CONFIDENTIAL***	Letter of Offer has been forwarded and contracts for the purchase are being prepared by the solicitor.	Director Assets and Operations	In Progress	50%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
Chief Executive	26/11/2025	Scheduled	<b>Notice of Motion - Distinctive Area and Landscape</b> That Council: 1. Writes to the Hon. Sonya Kilkenny, Minister for Planning, requesting she , undertake a planning scheme amendment to include the Macedon Ranges , Statement of Planning Policy 2019 into the Macedon Ranges Planning Scheme , as an incorporated document and embed in the State Planning Policy , Framework with existing state and local planning policies, zones overlays and , particular provisions that apply to land within the declared area. The , amendment should include reference to the binding objectives, particularly , those listed as the highest priority represented in the landscape domain, the biodiversity and environment domain, and the water catchments and supply , domain. Inclusion in the planning scheme is essential to give effect to the , declared status of Macedon Ranges as a Distinctive Area and Landscape and , ensure the Statement of Planning Policy delivers its intended protections for , the shire's unique character and landscapes. 2. Requests the CEO to continue to advocate to the Department of Transport and , Planning to support the amendment process. 3. Provide a copy of the letter to Mary Anne Thomas MP and to Bass Coast Shire , Council, Surf Coast Shire Council, Borough of Queenscliff and Greater , Geelong City Council.	Letters sent on 24 December 2025	Chief Executive	Completed	100%
Community	26/11/2025	Scheduled	<b>Opportunities for a formal structure of youth engagement with Council</b> That Council endorses the creation of the Macedon Ranges Shire Youth Council, as, described under Option 1 in this report, noting this will; 1. Comprise nine positions (three per Council ward). 2. Serve a term of two years commencing from June 2026. 3. Be appointed through an Expression of Interest process designed and delivered by a working group of young people. 4. Meet formally to discuss and provide input on decisions that affect young people across the shire for Council consideration. 5. Be supported by the Mayor and Councillors to learn and experience local democracy and contribute meaningfully to Council decision making including through mentoring and partnership opportunities. 6. Commit Council to receiving a progress report at the June 2026 Council meeting on the EOI recruitment process outlining induction, training, budget and evaluation mechanisms to guide future program iterations.	1-5. Noted 6. Report to be presented to Scheduled Council Meeting by June 2026.	Director Community	In Progress	30%
Corporate	26/11/2025	Scheduled	<b>Quarterly Financial Report - September 2025</b> That Council receives the Quarterly Financial report as at 30 September 2025, in , accordance with the requirements of the Local Government Act 2020	Resolution noted.	Director Corporate	Completed	100%
Corporate	26/11/2025	Scheduled	<b>CEO Employment and Remuneration</b> RESOLUTION ***CONFIDENTIAL***	Resolution completed.	Director Corporate	Completed	100%
Corporate	26/11/2025	Scheduled	<b>Instrument of Appointment and Authorisation</b> That Council resolves in the exercise of the powers conferred by section 147(4) of , the Planning and Environment Act 1987 and section 313 of the Local Government , Act 2020 that: 1. The Council officer named in the Instrument of Appointment and Authorisation , provided in Attachment 1 be appointed and authorised; 2. The Instrument of Appointment and Authorisation to come into force upon , signing and remain in force until Council determines to vary or revoke it; 3. The Instrument of Appointment and Authorisation in Attachment 1 is signed; 4. The Instrument of Appointment and Authorisation for Ben Champion be , revoked; 5. The Instrument of Appointment and Authorisation for Maria Nunez be revoked; , and 6. The Instrument of Appointment and Authorisation for Chen Gao be revoked.	Resolution completed.	Director Corporate	Completed	100%
Corporate	26/11/2025	Scheduled	<b>Audit and Risk Committee - Internal Audit Charter 2025-28</b> That Council adopts the Internal Audit Charter and revokes the previous version of the Charter.	Resolution completed.	Director Corporate	Completed	100%
Corporate	26/11/2025	Scheduled	<b>Audit and Risk Committee - Appointment of Chair for 2026, Extension of Independent Member and Audit and Risk Committee Charter</b> That Council: 1. Offers an extension to the appointment of independent member Vinitha Pinto , for the period 1 January 2026 to 31 December 2029; 2. Endorses the appointment of independent member Vinitha Pinto as Audit and , Risk Committee Chairperson from 1 January 2026 to 31 December 2026; and 3. Approves the attached updated Audit and Risk Committee Charter, to be , effective from 27 November 2025, replacing the previous Charter.	Letter provided by Performance and Assurance team and Charter signed.	Director Corporate	Completed	100%
Corporate	26/11/2025	Scheduled	<b>Councillor Appointments 2025-2026</b> That Council: 1. Appoints the Councillor delegates from November 2025 to November 2026 to the , internal and external committees/organisations as specified in the table in , Attachment 1. 2. Appoints the Mayor, Councillor Joseph, Councillor Young and Councillor Pearce , as the Councillor delegates to the Chief Executive Officer Employment and , Remuneration Committee. 3. Endorses the ongoing membership to the Central Victorian Greenhouse Alliance , and Rural Councils Victoria Incorporated. That Council endorses the ongoing membership to the Municipal Association of Victoria That Council endorses the ongoing membership to Victorian Local Governance Association and Australian Local Government Women's Association - Victorian Branch.	Resolution completed.	Director Corporate	Completed	100%
Corporate	26/11/2025	Scheduled	<b>Instruments of Delegation</b> 1. In the exercise of the power conferred by s11(1)(b) of the Local Government Act , 2020 (the Act) Macedon Ranges Shire Council resolves that; (a) there be delegated to the person holding the position, or acting in or , performing the duties, of Chief Executive Officer the powers, duties and , functions set out in the attached S5 Instrument of Delegation to the Chief , Executive Officer, subject to the conditions and limitations specified in , that instrument; ***SEE MINUTES FOR FULL RESOLUTION***	Resolutions 1-6 and 8 completed. Resolution 7 (review of delegations) to be completed no later than 1 July 2026.	Director Corporate	In Progress	80%
Corporate	26/11/2025	Scheduled	<b>Delegations and Authorisations Policy</b> That Council adopts the Delegations and Authorisations Policy and revokes all previous versions of the policy.	Resolution completed.	Director Corporate	Completed	100%
Planning and Environment	26/11/2025	Scheduled	<b>Annual Environment Report</b> That Council: 1. Notes the attached Annual Environment Report for 2024-25. 2. Supports the recommendation to incorporate future Annual Environment , Reports into Council's Annual Report from 2025-26.	The Annual Environment Report 2024/25 has been published on Council's website.	Director Planning and Environment	Completed	100%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
Planning and Environment	26/11/2025	Scheduled	<p><b>Planning Amendment (Better Decisions Made Faster) Bill 2025</b></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Raises concerns that the Planning Amendment (Better Decisions Made Faster), Bill 2025 would create a significant regulatory burden on local government, and Council was not consulted on the Bill.</li> <li>Expresses significant concerns that the Planning Amendment (Better Decisions Made Faster) Bill 2025 would result in the loss of the community's ability to have a say in planning through the removal of notification for some planning permit applications, thereby diminishing transparency and accountability in the planning process.</li> <li>Notes the significant regulatory and financial impact the Planning Amendment (Better Decisions Made Faster) Bill 2025 would have on Council.</li> <li>Requests the State Government pause progress of the Planning Amendment (Better Decisions Made Faster) Bill 2025 in its current form and work with local government to design a process that: <ul style="list-style-type: none"> <li>Continues to include the concept of fairness in the objectives of planning, for Victoria;</li> <li>Continues to involve local communities in decisions about their neighbourhoods;</li> <li>Maintains parliamentary oversight of planning scheme amendments;</li> <li>Safeguards the provision of affordable and social housing through planning mechanisms;</li> <li>Provides a mechanism for the Minister for Planning to require the timely delivery of state infrastructure (including water, wastewater, electricity, transportation, education) that keeps pace with housing growth; and</li> <li>Contributes to the costs of administering a new system.</li> </ul> </li> <li>Strengthens the Section 69 provisions to stop on-going extensions of time, where the permit holder is warehousing or not reasonably acting on the permit.</li> <li>Notes the speed that the Planning Amendment (Better Decisions Made Faster), Bill 2025 has been introduced to Parliament and the correspondence sent from the Deputy Mayor and CEO to the Minister for Planning, the Member for Macedon, and the Shadow Minister for Planning and Housing</li> </ol>	<p>Letters sent on 17/11/2025 to</p> <ul style="list-style-type: none"> <li>Mary Anne Thomas MP</li> <li>Minister for Planning the Hon Sonya Kilkenny</li> <li>Shadow Minister for Planning and Housing Richard Riordan</li> </ul>	Director Planning and Environment	Completed	100%
Assets and Operations	17/12/2025	Scheduled	<p><b>Notice of Motion - Resource Recovery</b></p> <p>That Council writes to the Minister for Environment Steve Dimopoulos MP, the Minister for Local Government Nick Staikos MP, Local Member for Macedon Mary Anne Thomas MP, and Tony Circelli, Head of Recycling Victoria expressing that Macedon Ranges Shire Council:</p> <ol style="list-style-type: none"> <li>Supports in principle the introduction of standardised bin contents across Victoria;</li> <li>Is concerned that the draft proposed compulsory kerbside home bin standards across Victoria will result in an increase in organic waste going to landfill;</li> <li>Requests that through development of a standardised list for Food Organics Garden Organics (FOGO) bins, there is no reduction in the items that can currently be placed in Macedon Ranges kerbside FOGO bins;</li> <li>Requests that should the State develop lower Statewide standards than currently occurring in Macedon Ranges, that these be introduced as a "minimum standard", therefore providing opportunities for Councils to work with their kerbside collector and local processors to maximise the items that may be placed in kerbside FOGO bins if they comply with the minimum standard contents;</li> <li>Requests that the proposed opt-out option for the FOGO service should not be applicable to councils that have already rolled out the FOGO service. Where opt-out is applied the onus needs to be on the resident to report compliance to the Council in order to be able to continue to opt-out; and</li> <li>Encourages the head of Recycling Victoria and the Minister for Environment to have all kerbside collectors and processors raise their standards to achieve similar capability for resource recovery as is occurring in the Macedon Ranges, where an average of 72% diversion of waste to landfill is occurring each year.</li> </ol>	<p>Letters sent 24 December 2025 to the various recipients in accordance with the resolution.</p>	Director Assets and Operations	Completed	100%
Assets and Operations	17/12/2025	Scheduled	<p><b>Response to Petition - Rangeview Park, Riddells Creek</b></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Notes this report.</li> <li>Informs the lead petitioner of the outcomes associated with this report; and</li> <li>Supports officers to engage with the lead petitioner regarding Rangeview Park, Riddells Creek.</li> </ol>	<p>Officers have been in contact with the lead petitioner and are working with them to review and discuss minor improvements at Rangeview Park.</p>	Director Assets and Operations	Completed	100%
Chief Executive	17/12/2025	Scheduled	<p><b>Proposed renaming of the Clarke Street footbridge in Mount Macedon in remembrance of the late Christine Walker</b></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Endorses holding community consultation for a minimum of 30 days on the proposal to rename the Clarke Street footbridge over Willimigongon Creek in Mount Macedon to the "Christine Walker Footbridge" in honour of the late South Ward Councillor, Christine Walker, who passed away on 1 August 2025 while serving on Macedon Ranges Shire Council; and</li> <li>Receives a report at a future Scheduled Council Meeting to consider the consultation feedback and make a final decision on the proposal, prior to any submission to Geographic Names Victoria.</li> </ol>	<p>Community consultation to commence in early 2026</p>	Chief Executive	In Progress	50%
Chief Executive	17/12/2025	Scheduled	<p><b>Macedon Ranges Shire Council Advocacy Projects Prospectus 2026</b></p> <p>That Council endorses the Advocacy Projects in Attachment 1 that will form the basis of a designed Macedon Ranges Shire Council Advocacy Projects Prospectus 2026 document.</p>	<p>Council endorsed the Advocacy Projects that will form the basis of a designed Macedon Ranges Shire Council Advocacy Projects Prospectus 2026 document</p>	Chief Executive	Completed	100%
Community	17/12/2025	Scheduled	<p><b>Australia Day Grants Program 2026</b></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Notes the allocation of Australia Day Grants funds towards four projects, as endorsed by Council's Executive: <ul style="list-style-type: none"> <li>(a) \$1,000 to Tylden Community Hall to hold a 'Tylden Town Party' event.</li> <li>(b) \$750 to Kerrie Hall to hold a 'Kerrie Community Staying Together' event.</li> <li>(c) \$1,000 to GREAT Association Inc to hold an 'Australia Day Celebration' event.</li> <li>(d) \$1,000 to Macedon Ranges Truth &amp; Reconciliation Group to hold a 'Survival Day Morning Reflection' event.</li> </ul> </li> <li>Approves surplus funds of \$1,250 from the Australia Day Grants program to be reallocated to the Small Project Grant 2025-26 program budget.</li> </ol>	<ol style="list-style-type: none"> <li>Noted. Funding allocation completed.</li> <li>Approved. Reallocation of surplus in progress.</li> </ol>	Director Community	In Progress	80%
Community	17/12/2025	Scheduled	<p><b>Small Project Grant Recommendations</b></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Endorses awarding a Small Project Grant of \$2,805.90 to Romsey Men's Shed for their project 'PC Admin Network Upgrade'.</li> <li>Endorses awarding a Small Project Grant of \$1,955 to Upper Deep Creek Landcare Network for their project 'Addressing Gaps in Landcare'.</li> </ol>	<ol style="list-style-type: none"> <li>Approved. Funding allocation completed.</li> <li>Approved. Funding allocation completed</li> </ol>	Director Community	Completed	100%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
Community	17/12/2025	Scheduled	<b>Petition in relation to Riddells Creek Men's Shed Lease of Land Request</b> That Council: 1. Notes the petition from Jeff Shepherd on the matter of the Riddells Creek Men's Shed Lease of Land Request with 545 signatories; 2. Notes that the petition has been circulated to all Councillors confidentially as it contains personal information; and 3. Requests the Chief Executive Officer to prepare a report in response to this petition to be presented at the March 2026 meeting of Council.	1. Noted 2. Noted. 3. Report to be presented to Scheduled Council Meeting by March 2026.	Director Community	In Progress	70%
Corporate	17/12/2025	Scheduled	<b>Review of Councillor Conduct Matter for Advice</b> RESOLUTION ***CONFIDENTIAL***	Resolution in progress	Director Corporate	In Progress	80%
Corporate	17/12/2025	Scheduled	<b>CEO Employment and Remuneration Committee</b> RESOLUTION ***CONFIDENTIAL***	Resolution completed.	Director Corporate	Completed	100%
Corporate	17/12/2025	Scheduled	<b>Draft CEO Employment and Remuneration Committee Policy</b> That Council: 1. Adopts the draft Chief Executive Officer (CEO) Employment and Remuneration Policy, including Terms of Reference as attached this report. 2. Notes that a recruitment process will be undertaken to appoint a new Independent Member to the CEO Employment and Remuneration Committee, with a future report presented to Council for endorsement. 3. Thanks John Nevins for his service during his term as the Independent Advisor on Council's CEO Employment and Remuneration Committee.	Resolution completed.	Director Corporate	Completed	100%
Corporate	17/12/2025	Scheduled	<b>Council Meeting Dates 2026</b> That Council: 1. Approves the meeting schedule for the period 1 January 2026 to 31 December 2026 as outlined in Attachment 1. 2. Schedules a Submitters Delegated Committee Meeting to be held online at 7pm on Wednesday 4 February 2026 to hear presentations from submitters to the 2026/27 Council Budget consultation.	Resolution completed. Dates have been scheduled.	Director Corporate	Completed	100%
Corporate	17/12/2025	Scheduled	<b>Audit and Risk Committee Biannual Report - December 2025</b> That Council notes the Audit and Risk Committee Biannual Report – December 2025 and thanks the Committee for the report.	Resolution completed.	Director Corporate	Completed	100%
Corporate	17/12/2025	Scheduled	<b>Petition in relation to Maintenance of Tullohs Lane Fences - Stock and Vehicle Movement</b> That Council: 1. Notes the petition from Nicholas White on the matter of the maintenance of Tullohs Lane fences with 31 signatories; 2. Notes that the petition has been circulated to all Councillors confidentially as it contains personal information; and 3. Requests the Chief Executive Officer to prepare a report in response to this petition to be presented at the March 2026 meeting of Council.	Resolution in progress. Report to be scheduled for March 2026 Council Meeting.	Director Corporate	In Progress	75%
Corporate	17/12/2025	Scheduled	<b>Draft Artificial Intelligence (AI) Policy</b> That Council: 1. Adopts the Artificial Intelligence (AI) Policy, effective from 18 December 2025. 2. Notes that future reviews and amendments to the policy will be approved by Council's Executive Leadership Team and authorised by the CEO.	Resolution completed - policy available on website and intranet.	Director Corporate	Completed	100%
Corporate	17/12/2025	Scheduled	<b>Consultation on Draft Ministerial Guidelines Relating to Payment of Rates and Charges</b> That Council endorses the draft submission attached to this report in relation to the Ministerial Guidelines Relating to Payment of Rates and Charges.	Resolution completed.	Director Corporate	Completed	100%
Corporate	17/12/2025	Scheduled	<b>Fraud and Corruption Control Framework</b> That Council: 1. Adopts the Fraud and Corruption Control Framework, revoking all previous versions (previously known as the Fraud and Corruption Control System), from 18 December 2025, and 2. Notes that future reviews and amendments to the Framework will be approved by Council's Executive Leadership Team (ELT).	Adopted at 17 December 2025 Council Meeting.	Director Corporate	Completed	100%
Planning and Environment	17/12/2025	Scheduled	<b>PLN/2023/395 - 33 Mount St Marys Lane Kyneton</b> That a Notice of Refusal to Grant a Permit is issued for a Nine lot subdivision and removal of native vegetation at 33 Mount St Marys Lane, Kyneton subject the grounds below: 1. The proposal is contrary to Clause 02.03-2 (Environmental and landscape values), Clause 2.02 (Vision), Clause 15.01-3S (Subdivision design), Clause 35.03 (Rural Living Zone) and 65.02 (Approval of an application to subdivide land) of the Macedon Ranges Planning Scheme in the following manner: (a) The proposal fails to provide an optimal subdivision and site responsive layout, as it does not adequately protect remnant vegetation or the waterway that traverses the site. (b) The proposed subdivision fragments an existing habitat corridor connected to the adjoining Bald Hill Reserve. (c) The proposal does not complement the nature and character of the surrounding rural landscapes. (d) The proposal would result in 8 additional lots in an area that is not well serviced, with poor connectivity and integration with external road and path networks. 2. The proposal is contrary to the purpose and objectives of Clauses 12.01-2S and Clause 52.17 (Native vegetation) of the Macedon Ranges Planning Scheme relating to biodiversity and native vegetation as it would result in an unacceptable loss to habitat and fails to consider the full extent of impact associated with the required upgrade to Mount St Mary's Lane. 3. The subdivision layout, lot yield, narrow lot frontages and placement of building envelopes would not deliver an outcome consistent with the preferred rural residential character of the area and is inconsistent with the subdivision pattern of surrounding larger residential lots which is contrary to Clauses 02.02 (Vision), 02.03-5 (Built environment and heritage), Clause 02.03-6 (Housing), Clause 16.01-3S (Rural residential development) and 16.01-3L (Rural residential development – Macedon Ranges) and the purpose and decision guidelines of Clause 35.03 (Rural Living Zone). 4. The subdivision layout is inconsistent with clause 16.01-3S (Rural residential development) as it would result in an unorderly planning outcome by failing to ensure rural residential development utilises adequately constructed existing roads as the main access to the proposed subdivision. 5. The subdivision layout, lot yield and placement of building envelopes is contrary to Clause 02.03-3 (Environmental risks and amenity) and Clause 44.06 (Bushfire Management Overlay) in that it does not minimise exposure of people to bushfire risk to an acceptable level.	Notice of decision to refuse permit issued on 23/12/2025	Director Planning and Environment	Completed	100%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
Planning and Environment	17/12/2025	Scheduled	<b>PLN/2024/184 - 101 Jim Road Newham</b> That Council support the Planning Permit Application PLN/2024/184 and a Notice of Decision to Grant a Permit be issued for the Use and development of the land for animal husbandry (grazing animal production, poultry farm - low density mobile outdoor egg farm, horse husbandry and guardian dogs) at Crown Allotment 5 Section 1 P/Newham, 101 Jim Road Newham VIC 3442 subject to the conditions outlined in Attachment 1.	Notice of Decision to Grant a Permit issued 23/12/2025	Director Planning and Environment	Completed	100%
Planning and Environment	17/12/2025	Scheduled	<b>PLN/2023/352 - Romsey Road Woodend</b> That a Notice of Refusal to Grant a Permit is issued for Use and development of the land for a freeway service centre, display signage, creation of access to a road in a TRZ2 and removal of native vegetation. (Calder Freeway east side, 900m north of Romsey Road) for the land at LOT 1 PS 418190N P/Woodend, LOT 2 PS 418190N P/Woodend, LOT 3 PS 418190N P/Woodend, LOT 4 PS 418190N P/Woodend, LOT 5 PS 418190N P/Woodend, Romsey Road, WOODEND subject to the grounds below: ***SEE MINUTES FOR FULL RESOLUTION***	Notice of decision to refuse permit issued on 23/12/2025	Director Planning and Environment	Completed	100%
Planning and Environment	17/12/2025	Scheduled	<b>PLN/2025/109 - 180 Main Road, Riddells Creek</b> That Council support the Planning Permit Application PLN/2025/109 and a Notice of Decision to Grant a Permit be issued for the use and development of the land for an emergency services facility (fire station) and create access to a road in the Transport Zone 2 the land at LOT 18 LP 111070 P/Kerrie, 180 Main Road RIDDELLS CREEK subject to the conditions outlined in Attachment 1.	Notice of Decision to Grant a Permit issued on 23/12/2025	Director Planning and Environment	Completed	100%
Planning and Environment	17/12/2025	Scheduled	<b>Draft Open Space Strategy Consultation Outcomes</b> That Council notes the feedback received in response to community consultation recently completed on the draft Open Space Strategy and that a report will be presented to the March 2026 Scheduled Council Meeting to consider the final draft Open Space Strategy for adoption.	Recommendation carried at Scheduled Council Meeting 17 December 2025. Council Report to be presented to the March 2026 Scheduled Council Meeting to consider the final draft Open Space Strategy for adoption	Director Planning and Environment	In Progress	75%
Planning and Environment	17/12/2025	Scheduled	<b>Onsite Wastewater Management Plan 2025 - 2026</b> That Council: 1. Adopts the Onsite Wastewater Management Plan 2025 - 2030. 2. Responds and thanks all submitters to the consultation process in accordance with Council's Community Engagement Policy.	OWMP is now endorsed and live, submitters have been thanked in accordance with the Engagement Policy	Director Planning and Environment	Completed	100%
Planning and Environment	17/12/2025	Scheduled	<b>Response to Petition Regarding Pedestrian Access Gates to the Sullivans Road Reserve</b> That Council: 1. Notes this report as a response to the petition; and 2. Responds to the head petitioner with the outcome.	Formal correspondence sent to head petitioner 23/12/2025 – with request made to head petitioner to notify other signatories.	Director Planning and Environment	Completed	100%
Planning and Environment	17/12/2025	Scheduled	<b>AGR/2025/11 - 9 Trenchard Street WOODEND VIC 3442 and PLN/2020/225/B - Rhonda Park, 36 Sullivans Road WOODEND</b> That Council decide to amend Agreement AW964559C in the following manner: (a) Delete Clause 2a; and (b) Amend the wording of Clause 2b to read as follows: No buildings are to be located outside of the Building Envelope for Lot 13 as shown on the endorsed plans forming part of Amended Planning Permit PLN/2020/225/B. The endorsed Building Envelope Plan lists buildings and works excluded from this Clause., AND, That amended plans be issued for the 22 Lot Resubdivision, Creation of Easement, and Removal of Vegetation (Native and Non-Native) (Amendment sought to 9 Trenchard Street, Woodend which seeks to amend the permit as it relates to Lot 13 so that a revised Building Envelope Plan is endorsed) for PLN/2020/225B at Rhonda Park, 36 Sullivans Road WOODEND VIC 3442.	Approval to amend section 173 Agreement sent 24/12/2025	Director Planning and Environment	Completed	100%
Planning and Environment	17/12/2025	Scheduled	<b>Environment Grants Review and Recommendations</b> That Council: 1. Adopts the Draft Environment Grant Guidelines. 2. Adopts the Draft Environment and Community Climate Action Grants Terms of Reference for Assessment Panels. 3. Endorses the relevant expenditure of \$30,000 in year 1 commencing 2025/2026 financial year and \$70,000 in year 2 (2026/2027 financial year), and repeat this pattern on years forward, to be included in Council's Annual Budget as part of the usual Budget adoption process.	The recommendation for Environment Grants Review and Recommendations was endorsed by Council on 17 December 2025	Director Planning and Environment	Completed	100%
Planning and Environment	17/12/2025	Scheduled	<b>Draft Biodiversity Strategy</b> That Council endorses the release of the updated draft Biodiversity Strategy for community consultation for a period of 6 weeks.	Draft Biodiversity Strategy released for community feedback via your say page on Dec 18. Submissions open until 15 Feb 2026. Final strategy will be drafted following community feedback and is planned to go to the May 2026 Council meeting for endorsement.	Director Planning and Environment	Completed	100%

# Appendix C – Aged Council Resolutions

Aged Resolutions are those from prior reporting periods that are still in progress or completed in this reporting period.

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
Corporate	28-Aug-19	Scheduled	<p><b>Proposed land swap and boundary realignment at Walshes Road, Woodend</b> That Council:</p> <ol style="list-style-type: none"> <li>Proceed to commence the statutory process to exchange land in accordance with Attachment 2, by publishing a public notice proposing to undertake a minor road deviation, road declaration and land exchange;</li> <li>In accordance with Section 223 of the Act, provides any person the opportunity to make a submission within 28 days of the day of the notice and if requested provides the opportunity to any person to be heard at a meeting to be held on 16 October 2019 at the Gisborne Administration Centre;</li> <li>Be presented with a report at the 23 October 2019 Ordinary Council Meeting to consider the submissions and the approval of transfers;</li> <li>On the basis that no submissions be received at (2) above:               <ol style="list-style-type: none"> <li>Approve the transfer of land under the land swap;</li> <li>Advertise a government gazettal notice to declare the realigned section of Walshes Road a government road; and</li> <li>Authorise the Chief Executive Officer to sign the necessary documentation to enable the land swap to occur.</li> </ol> </li> <li>Endorse the rezoning of the land described as Volume 06019 and Folio 750, Lot 1 on TP879826E, Parish of Tylden from Public Use Zone to Rural Conservation Zone; and</li> <li>Endorse the rezoning of land at (5) above as the basis to prepare Planning Scheme Amendment C138macr               <ol style="list-style-type: none"> <li>Request Authorisation from the Minister for Planning to prepare Amendment C138macr pursuant to Section 9 of the Planning and Environment Act 1987</li> <li>Upon receipt of authorisation, make any changes necessary to comply with conditions of authorisation ii. Upon satisfaction of any conditions of authorisation, exhibit Amendment C138macr pursuant to Section 19 of the Planning &amp; Environment Act 1987.</li> </ol> </li> </ol>	Discussion underway with new property owner.	Director Corporate	In progress	85%
Planning and Environment	27-Nov-19	Scheduled	<p><b>Dog and cat control order</b> That Council:</p> <ol style="list-style-type: none"> <li>Make the Council Dog and Cat Order 2019 – Domestic Animals Act 1994 (incorporating Schedules 1 and 2) as per section 25 and 26(2) of the Domestic Animals Act 1994 with the insertion of the following amendment to Schedule 2 Designated Prohibited Areas on page 8 of the Order: "Gisborne Township 'Mount Gisborne Reserve – 198 Mount Gisborne Road, Gisborne'";</li> <li>Give public notice of the making of the 'Council Dog and Cat Order 2019 – Domestic Animals Act 1994 (incorporating Schedules 1 and 2)' by publishing it in the Government Gazette and in newspapers circulating in the municipal district of the Council in accordance with Section 26(3) of the Domestic Animals Act 1994;</li> <li>Direct the Chief Executive Officer to commence the process with the Department of Land, Water and Planning (DELWP) to revoke and dissolve existing Government Gazetted regulations at the eight sites identified in this report, managed by Council and owned by DELWP;</li> <li>Direct the Chief Executive Officer to commence a process with DELWP to formally appoint Council as the Committee of Management for the sections of the Campaspe River Walk in Kyneton that are currently unreserved Crown land;</li> <li>Receive a further report at a future Council meeting on the progress of recommendations 3 and 4;</li> <li>Refer the resourcing for the second stage implementation of the Order and for the introduction of a Council subsidised cat desexing and microchipping scheme to the 2020/21 budget process; and</li> <li>Direct the Chief Executive Officer to review Schedule 1 and Schedule 2 of the Council Dog and Cat Order 2019 as a first year action in Council's Domestic Animal Management Plan 2022 – 2026.</li> </ol>	<ol style="list-style-type: none"> <li>Completed - Dog and Cat Control Order including Schedule 2 updated to include Mount Gisborne Reserve.</li> <li>Completed -Notice published in the Government Gazette and local papers in December 2019.</li> <li>Liaising with DEECA- this can be a lengthy process.</li> <li>Liaising with DEECA - this can be a lengthy process.</li> <li>Pending completion of items 3 and 4.</li> <li>Completed. Progressed through operational budget 2024.</li> <li>In progress - Domestic Animal Management Plan 2021 – 2025 Off lead area review schedule has commenced</li> </ol>	Director Planning and Environment	In progress	70%
Corporate	26-Aug-20	Scheduled	<p><b>Proposal to sell 20 Jacobs Avenue, Kyneton</b> That Council:</p> <ol style="list-style-type: none"> <li>Having determined that the property at 20 Jacobs Avenue, Kyneton is considered surplus to Council requirements commence the statutory process to sell the land by:               <ol style="list-style-type: none"> <li>Advertising a notice of intention to sell 20 Jacobs Avenue, Kyneton, in accordance with section 189 of the Local Government Act 1989 ("the Act");</li> <li>Noting that in accordance with section 223 of the Act, the public notice provides an opportunity to make a submission within 28 days of the day of the notice and if requested provides the submitter the opportunity to speak in support of their submission at a future Submitters Committee meeting;</li> <li>Notifying all neighbouring properties of the proposal and seeking submissions; and</li> <li>Considering all submissions prior to determining to proceed with the sale.</li> </ol> </li> <li>Note that should there be no written submissions received under Section 223 of the Act to the Chief Executive Officer will:               <ol style="list-style-type: none"> <li>Proceed to sell the property by public auction (or subsequently by private treaty should it fail to sell at auction);</li> <li>negotiate the sale of the property based on a current market valuation obtained by an independent qualified valuer;</li> <li>be authorised to sign and seal any associated documentation in relation to the sale.</li> </ol> </li> <li>Note that net proceeds from the sale will be allocated to the Public Open Space-West Financial Reserve.</li> </ol>	Resolution in progress pending review of Open Space Strategy.	Director Corporate	In progress	10%
Community	15-Dec-21	Scheduled	<p>Kindergarten Strategic Direction for endorsement *Confidential*</p>	<ol style="list-style-type: none"> <li>As of Term 1 2026, Council will deliver kindergarten across 15 rooms.</li> <li>Work continues in the review of Council's strategic direction for kindergarten, with a Councillor Briefing scheduled in March 2026 and a report to be presented to the Scheduled Council Meeting in April 2026.</li> </ol>	Director Community	In progress	50%
Corporate	26-Apr-23	Scheduled	<p><b>Notice of Intention to lease: 3-5 Noel Street Lancefield</b> That Council, 1. Authorises the Chief Executive Officer to enter into a lease with Wintringham Housing Limited for the property 3 – 5 Noel Street, Lancefield on the following key terms; (a) The lease term is proposed to be for twenty years; (b) The rental is proposed to be \$1.00 per annum (if requested) for the whole of the lease; (c) All improvements will be owned by Wintringham and Wintringham will be responsible for their maintenance and repair; (d) Wintringham will be responsible for all outgoing and services; 2. Authorises the Chief Executive Officer to sign any associated documentation in relation to the proposed lease.; 3. Endorses the officer responses to submissions as contained in this report; 4. Responds to all submitters in accordance with Council's Community Engagement Policy.</p>	Lease signed by CEO week of 23/06/2025	Director Corporate	Completed	100%

Aged Resolutions are those from prior reporting periods that are still in progress or completed in this reporting period.

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
Community	27-Sep-23	Scheduled	<b>Maternal and Child Health - Service Funding</b> That Council:, 1. Collaborates with neighbouring councils in developing a joint Maternal and Child Health services advocacy plan; 2. Advocates, via the Municipal Association of Victoria, to the Victorian Government for true Maternal and Child Health Service funding parity, including responsive and flexible funding to support surges in births; and, 3. Advocates to the Victorian Government to adequately fund Breastfeeding Support within the Maternal and Child Health Service, in order to address local community need.	1-2. Completed. Advocacy discussion papers developed by MAV MCH Strategic Reference Group and circulated to Victorian Government 28 October 2025. 3. Completed. Round table discussion with Minister for Children on 3 April 2024 followed up with advocacy letter from Council sent 7 June 2024.	Director Community	Completed	100%
Planning and Environment	27-Sep-23	Scheduled	<b>Barrm Barrm Report on Ecological Assessment and Cultural Heritage Assessment</b> That Council:, 1. Continues actions related to the transfer of land into public ownership via the 'gift back' program, ongoing liaison with new and prospective landholders, Riddells Creek Landcare and relevant agencies, and ongoing management of impacts related to public access and weeds., 2. Provides a copy of the Barrm Barrm cultural heritage and ecological assessment reports to the State Government as part of the ongoing advocacy for the State's purchase of the privately owned lots in Barrm Barrm., 3. Supports the inclusion in a future errors and anomalies planning scheme amendment, expected to be progressed in 2024, of the rezoning of Council owned lots in Barrm Barrm to the Public Conservation and Resource Zone., 4. Notes that a business case will be prepared for 2024/2025 Council budget consideration for the installation of interpretive signage and information of the cultural and ecological values of the site at key entrance points in collaboration with Riddells Creek Landcare., 5. Continues to liaise with CFA, Council's Fire Prevention Officers and Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation to consider fire mitigation strategies including cultural burns and woody weed control., 6. Investigates the best means of providing ongoing funding to support the continued management of Barrm Barrm and conservation of its environmental values, including but not limited to as part of the review of Council's financial reserves policy.	1. Gift back program continues to operate. 2. Completed 3. No Action 4. No Action 5. Completed - included in ongoing management of Council owned land. 6. Completed - Management of Barrm Barrm currently through operational funds for Councils conservation reserves.	Director Planning and Environment	Completed	100%
Assets and Operations	22-Nov-23	Scheduled	<b>Macedon Ranges Shire Skate and BMX Strategy</b> That Council:, 1. adopts the draft Macedon Ranges Shire Skate and BMX Strategy effective 23 November 2023; 2. writes to the lead petitioner of the 2021 Gisborne Skate Park Petition thanking them for their efforts;., 3. once the location feasibility study process is finalised, consider including the construction of a new/upgraded Gisborne Skate Facility to Council's priority projects; and, 4. notes there will be minor operational improvements to the infrastructure supporting Gisborne Skate Park.	Resolution 1: Complete Resolution 2: Complete Resolution 3 – Draft feasibility study has been received and reviewed internally. Direction has been given for geotechnical investigation to accompany document, which is nearing completion.	Director Assets and Operations	In Progress	70%
Corporate	26-Jun-24	Scheduled	<b>Historic Council Resolutions</b> That Council endorses resolutions listed in Attachment 1 to this report be closed, effective from 27 June 2024.	Resolutions closed - no further action required	Director Corporate	Completed	100%
Corporate	24-Jul-24	Scheduled	<b>Response to Petition - Public Land Acquisition - 18 Kilmore Road, Gisborne</b> That Council:, 1. Resolves to not acquire 18 Kilmore Road, Gisborne; and, 2. Writes to the lead petitioner thanking them for their petition, advising of the decision of Council.	No further action required.	Director Corporate	Completed	100%
Assets and Operations	28-Aug-24	Scheduled	<b>Management of Unsealed Roads Within Township Boundaries</b> That Council: 1.Proceeds with the Special Charge Scheme process for Noonan Grove, Woodend, under the previous Special Charge Scheme Policy (Special Charge Scheme for Infrastructure Works Policy 2018)., 2.Prepare a detailed Special Charge Scheme for sealing of the unsealed section of Noonan Grove for future Council consideration; including further direct contact with benefiting residents., 3.Supports undertaking an unsealed road network condition audit to inform the future management of Council's unsealed road network., 4.Supports the trial of a "Light Pavement and Spray Seal" for suitable unsealed roads within township boundaries., 5.Notes officers will prepare matrix criteria and strategy to determine the priority and suitable treatment options for various unsealed road types in townships.	Resolution 1: Noted. Resolution 2: The Engineering team is in the process of procuring a design consultant in accordance with the previous Special Charge Scheme Policy. Resolution 3: A business case for the unsealed road audit was not submitted for consideration as part of the 2025/26 budget process. Officers will consider submitting a request to fund the business case in the mid-year budget review. Resolution 4: A trial will be conducted following completion of the unsealed road condition audit. Resolution 5: The matrix criteria will be established concurrently with the unsealed road condition audit.	Director Assets and Operations	In Progress	50%
Assets and Operations	16-Sep-24	Scheduled	<b>Request for Inclusion of Road into the Public Road Register - Service Lane, Kilmore-Lancefield Road, Goldie</b> That Council:, 1. Resolves to extend the timeframe to 30 March 2025 for Council to receive a financial contribution from impacted property owners to the upgrade of the Service Lane, Kilmore – Lancefield Road, Goldie, for inclusion into the Public Road Register; and, 2. Notifies the residents of Council's decision.	Resolution 1: Design and approvals have been finalised. Invoices for financial contribution have been sent to residents and awaiting payment prior to works commencing. Resolution 2: Complete – residents have been advised of Council's resolution.	Director Assets and Operations	In Progress	75%
Community	16-Sep-24	Scheduled	<b>Draft Reconciliation Plan 2024-27</b> That Council notes:, 1.The summary of feedback received on the draft Reconciliation Plan 2024-27 during the 25 July to 22 August 2024 community consultation period., 2. That officers will undertake further engagement with the three Traditional Owner Groups – Djaara (Dja Dja Wurrung Clans Aboriginal Corporation), Taungurung Land and Waters Council and Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation), with the final draft Reconciliation Plan 2024-27 to be presented for consideration at the December 2024 Scheduled Council Meeting.	1. Noted 2. Noted. Further engagement with ToGs undertaken. Final plan considered and adopted by Council at 27 August 2025 Scheduled Meeting.	Director Community	Completed	100%
Assets and Operations	23-Oct-24	Scheduled	<b>Request for Inclusion of Road onto the Public Road Register - Red Gap Road, Lancefield</b> That Council:, 1. Notes that officers will consult with impacted property owners on the relevant sections of Red Gap Road regarding the proposed corrections to an historic administrative error to the Public Road Register., 2. Notes Council officers will contact residents who have expressed an interest in this matter.	Council officers prepared a report for the October 2025 Council meeting where it was resolved to add the Fire Access Track section of Red Gap Road to the Public Road Register.	Director Assets and Operations	Completed	100%
Community	18-Dec-24	Scheduled	<b>Integration of the Municipal Public Health and Wellbeing Plan, Disability Action Plan, and Council Plan</b> That Council integrates the Council Plan, Disability Action Plan and Municipal Public Health and Wellbeing Plan, into one central Plan for our community.	Shaping the Ranges 2025-2035, which integrates the Council Plan, Community Vision, Disability Action Plan and Municipal Public Health and Wellbeing Plan, adopted at the 22 October 2025 Scheduled Meeting.	Director Community	Completed	100%
Community	18-Dec-24	Scheduled	<b>Reconciliation Plan 2024-2027 Draft update</b> That Council notes an updated draft Reconciliation Plan will be presented for consideration in 2025	Noted. Reconciliation Plan adopted by Council at 27 August 2025 Scheduled Meeting.	Director Community	Completed	100%
Planning and Environment	18-Dec-24	Scheduled	<b>Consideration of Planning Panel and Adoption of Amendment C154macr</b> That Council:, 1. Adopts Amendment C154macr with changes outlined in this report and provided in Attachment Two., 2. Submits Amendment C154macr to the Minister for Planning together with the prescribed information for approval, in accordance with Section 31 of the Planning and Environment Act 1987. 3. Request that the Minister for Planning grant planning permit application PLN/2022/198 in accordance with Section 96I of the Planning and Environment Act 1987., 4. Notifies all submitters of Council's decision.	Request for the approval of a planning amendment was lodged with the Department on 20/12/2024	Director Planning and Environment	In Progress	50%

Aged Resolutions are those from prior reporting periods that are still in progress or completed in this reporting period.

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
Assets and Operations	26-Mar-25	Scheduled	<b>Response to Petition - Improved Wildlife Signage and Speed Limit Review in Wildlife Corridors</b> That Council: 1. Continues collecting data and collaborating with Wildlife Victoria to identify areas with a high frequency of wildlife-vehicle collisions., 2. Continues to seek to reduce the potential for injury when planning and designing roads., 3. Continues to advocate for additional funding to support the ongoing implementation of Wildlife Victoria's Wildlife Road Toll Reduction project., 4. Continues to educate the community about wildlife and road safety., 5. Continues to review road operating speeds and signage at identified hotspots., 6. Submits a budget bid based on resolution 1 to 5 when a mitigation opportunity exists.	As this is an ongoing item Council has actions within its strategies and policies to continue to address signage and speed limits associated with Wildlife. In relation to each resolution:  1. Council continues to collect data on wildlife and vehicle incidents and has produced heat maps of these areas. 2. Council officers continue to implement and consider mitigations methods when designing roads. 3. Council officers to continue to advocate for funding for the Wildlife Victoria's Wildlife Road Toll Reduction project 4. Council officers continue to educate the community about wildlife and road safety through our website and media. 5. Council officers continue to review road operating speeds and signage at identified hotspots as part of our general operations. 6. Council officers continue to explore grant funding opportunities and opportunities through Councils own annual budget process. Council officers have recently submitted an application for Wildlife VMS signage with the TAC.	Director Assets and Operations	Completed	100%
Assets and Operations	26-Mar-25	Scheduled	<b>Petition in relation to the speed limit on Spencer Road, Woodend</b> That Council: 1. Notes the petition from Nicholas Martin on the matter of the speed limit on Spencer Road Woodend with 30 signatories.; 2. Notes that the petition has been circulated to all Councillors confidentially as it contains personal information; and, 3. Requests that the Chief Executive prepare a report in response to this petition to be presented at the April meeting of Council.	Report recommending the formalisation of the speed limit along Spencer Road, Woodend to 80kmh was presented at the April Council meeting and endorsed by Councillors.	Director Assets and Operations	Completed	100%
Planning and Environment	26-Mar-25	Scheduled	<b>Draft Kyneton Urban Design Framework for adoption</b> That Council: 1., Adopts the draft Kyneton Urban Design Framework (2025), subject to the following changes:; (a), Removal of proposed kerb outstands at the:; o, South-east corner of Market Street/Mollison Street., o, West corners of Yaldwyn Street West/Mollison Street., (b), Undertakes community consultation for the final detailed design of Mollison Street/Piper Street intersection to ensure appropriate traffic movements., (c), The kerb outstands in Piper Street are designed to ensure the heritage appearance of the street is maintained., (d), Implementation of a kerb outstand trial on a Mollison Street intersection., (e), The speed limit be modified to a minimum of 40km per hour.; 2., Notifies all submitters of this decision and thanks them for their feedback.	All resolution items completed	Director Planning and Environment	Completed	100%
Assets and Operations	23-Apr-25	Scheduled	<b>Response to Petition in Relation to the Speed Limit on Spencer Road, Woodend</b> That Council: 1. Proceeds with seeking approval from the Department of Transport and Planning to formalise the speed limit along Spencer Road, Woodend as 80km/h. 2. Notifies residents of the recommendation of Council and the speed limit change. 3. Installs speed signs once approval from the Department of Transport and Planning is received. 4. Continues reviewing other instances of potential historical speed limit inconsistencies and proceed with formalising these with appropriate speed limits.	Residents have been notified of the resolution of Council. The application for the speed limit formalisation has been submitted to DTP and is pending approval. Approval is anticipated in early 2026 with signage installation to proceed post approval.	Director Assets and Operations	In Progress	75%
Planning and Environment	23-Apr-25	Scheduled	<b>Visitor Economy Partnership</b> That Council: 1.Approves membership to Destination Central Victoria Inc. as the new Visitor Economy Partnership for the region. 2.Joins Destination Central Victoria Inc, as the official Visitor Economy Partnership for the region, following its legal incorporation. 3.Allocates an annual contribution each financial year to Destination Central Victoria Inc. subject to Council's annual budgetary process.	Approval to join Destination Central Victoria was approved with budget allocated. The Transition to join Destination Central Victoria will take 12 months from July2025.	Director Planning and Environment	Completed	100%
Planning and Environment	23-Apr-25	Scheduled	<b>Revised Flood Risk Mapping - Request for Ministerial Planning Scheme Amendment</b> That Council : 1.Notes the flood studies prepared by the North Central Catchment Management Authority attached to this report., 2.Seeks written consent from the Minister for Planning to: (a)Prepare and give notice of the draft Planning Scheme Amendment162m to the Macedon Ranges Planning Scheme. (b)Utilise the Flood-related Amendments Standing Advisory Committee to review unresolved submissions.	Currently waiting for updated mapping from NCCMA, expected in early 2026.	Director Planning and Environment	In Progress	50%
Community	18-Jun-25	Scheduled	<b>Victorian Child Friendly Cities and Communities Charter</b> That Council become a signatory to the VLGA Child Friendly Cities and Communities Charter.	Confirmation of signatory status received from VLGA 17 Sep 2025.	Director Community	Completed	100%
Corporate	18-Jun-25	Scheduled	<b>Petition in relation to Speed Reduction on Cabbage Tree Lane, Gisborne South</b> That Council: 1. Notes the petition from <i>head petitioner</i> on the matter of a speed reduction for Cabbage Tree Lane, Gisborne South with 20 signatories; 2. Notes that the petition has been circulated to all Councillors confidentially as it contains personal information; and 3. Requests the CEO to prepare a report in response to this petition to be presented at the 23 July 2025 meeting of Council.	Response report presented at the July 2025 Council Meeting.	Director Corporate	Completed	100%

# Appendix D – Council Plan Actions Progress

# SHAPING THE RANGES 2025-2035 ACTION PLAN PROGRESS: YEAR 1

Reporting Period: 1 July to 31 December 2025

ACTION	COUNCIL ROLE	STATUS	ACTION COMPLETION DATE	PROGRESS COMMENTS	KEY CONTACT	ACTION DUE DATE	LIKLIHOOD OF COMPLETION BY DUE DATE
<b>Our Places - Connected and active places and spaces for everyone</b>							
<b>Objective 1.1 Our roads, transport and accessibility enhance our connection.</b>							
<b>Priority 1.1.1 Deliver roads that anticipate population growth and maintain an efficient network.</b>							
1.1.1.1 Deliver all road and footpath projects included in the Council Budget.	Deliver	Work in Progress		Works are under way on the delivery of road and footpath infrastructure projects across the Shire. Works have been completed at numerous sites across the Shire and continue to be delivered throughout the financial year.	Manager Engineering and Asset Services	30 June 2026	On track
1.1.1.2 Advocate for external funding to accelerate delivery of priority transport projects.	Advocate	Work in Progress		Council officers have submitted grant applications for the TAC Local Government Grant Program and the Federal Government Black Spot Program. Officers are awaiting notification of outcomes on our applications prior to proceeding with projects.	Manager Engineering and Asset Services	30 June 2026	On track
<b>Priority 1.1.2 Improve frequency and coverage of public transport services across our shire.</b>							
1.1.2.1 Engage with community to confirm public transport service gaps in the east of the Shire and advocate to support improved services.	Advocate	Planning Phase		Literature review and consolidation of existing Council studies and previous engagement underway. Engagement to take place in the last quarter of the financial year.	Manager Communications and Advocacy	30 June 2026 and ongoing	On track
1.1.2.2 Engage with the community and advocate to improve bus networks and services in Gisborne.	Advocate	Planning Phase		Communications and Advocacy and Assets and Operations staff have met with Department of Transport and Planning on the provision of bus services during the land development on and around Ross Watt Road, Gisborne. Temporary arrangements have been put in place while road works are undertaken in the area. Recent bus stop construction works have just been completed near the Macedon Ranges Sports Precinct on Barringo Road.	Manager Communications and Advocacy	30 June 2026 and ongoing	On track
<b>Priority 1.1.3 Plan and deliver programs and infrastructure that support walking, cycling and other active transport.</b>							
1.1.3.1 Deliver infrastructure upgrades included in the Council budget to improve safety and accessibility and focus forward planning on prioritising active transport projects.	Deliver	Work in Progress		Key road projects are in planning and procurement phase	Manager Civil Services and Resource Recovery	30 June 2026	On track
1.1.3.2 Implement the Road Management Plan's inspection and intervention schedule to maintain road safety and reliability.	Implement	Work in Progress		Scheduled inspections are being undertaken in accordance with the Road Management Plan	Manager Civil Services and Resource Recovery	30 June 2026 and ongoing	On track
<b>Priority 1.1.4 Invest in transport infrastructure to facilitate connection within and between townships.</b>							
1.1.4.1 Deliver missing footpath links from the shire-wide footpath plan to improve township connectivity within the allocated Council budget.	Deliver	Work in Progress		Key footpath projects are in planning and procurement phase	Manager Civil Services and Resource Recovery	30 June 2026	On track
1.1.4.2 Deliver the Woodend to Riddells Creek shared trails project.	Deliver	Work in Progress		Continuing progression of the shared trail sections - part construction and part approvals still awaiting.	Manager Facilities and Aquatics	30 June 2026	At Risk

# SHAPING THE RANGES 2025-2035 ACTION PLAN PROGRESS: YEAR 1

Reporting Period: 1 July to 31 December 2025

ACTION	COUNCIL ROLE	STATUS	ACTION COMPLETION DATE	PROGRESS COMMENTS	KEY CONTACT	ACTION DUE DATE	LIKLIHOOD OF COMPLETION BY DUE DATE
<b>Priority 1.1.5 Support people with different needs and abilities to access, understand and navigate transport options.</b>							
1.1.5.1 Partner with community organisations to promote existing transport options through tailored information for older residents, people with disability, and culturally diverse communities.	Partner	Planning Phase		In partnership with Travellers Aid and V/line an information session on the State Government funded Travellers Aid program is planned for March. This program provides one on one support to assist vulnerable persons to attend appointments in Melbourne.	Manager Community Services	30 June 2026	On track
<b>Objective 1.2 Our community infrastructure is accessible, fit for purpose, and meets the needs of current and future generations.</b>							
<b>Priority 1.2.1 Support provision of accessible health and wellbeing services.</b>							
1.2.1.1 Deliver initiatives that improve awareness of, and referral pathways for community members to access health, wellbeing and social supports.	Deliver	Planning Phase		Community Connector flyer developed to communicate supports provided by Council Health & Wellbeing drop in & education sessions have been scheduled with libraries & service providers.	Manager Community Services	30 June 2026	On track
<b>Priority 1.2.2 Design and deliver inclusive and accessible spaces that support safety, cultural inclusion, community participation and ownership.</b>							
1.2.2.1 Apply universal design principles, supported by community engagement, in all Year One capital design projects to improve accessibility, and safety and inclusivity where possible and foster community ownership.	Implement	Planning Phase		All project design phases have consider universal design elements to incorporate where budget and scope allow	Manager Facilities and Aquatics	30 June 2026	On track
1.2.2.2 Commence preparation of the Riddells Creek Recreation Reserve Master Plan to address community infrastructure and open space needs.	Implement	Work in Progress		Consultant has been appointed and initial site user group consultation has commenced.	Manager Parks and Recreation	31 March 2027	On track
1.2.2.3 Deliver a new Open Space Strategy to provide direction to Council for planning and provision of open space within the shire over the next ten years.	Deliver	Nearing Completion		Draft Open Space Strategy was released for community consultation between October and November 2025. A report was presented to 17/12/25 Scheduled Council Meeting providing a summary of feedback received from the community.	Manager Strategic Planning and Environment	31 March 2026	On track
<b>Priority 1.2.3 Deliver land use planning to attract investment for business and enable a thriving economic environment.</b>							
1.2.3.1 Commence preparation of a development plan and associated planning controls to guide the expansion of the Gisborne Business Park.	Implement	Planning Phase		A consultants brief has been prepared and a request for quote process is expected to be completed in third quarter.	Manager Strategic Planning and Environment	30 June 2027	On track
<b>Priority 1.2.4 Enhance economic activity centres with activation, maintenance and improvements that attract and engage visitors and locals.</b>							
1.2.4.1 Implement seasonal planting and landscaping improvements in township centres to improve amenity and attract visitors.	Implement	Work in Progress		Seasonal planting schedule in development. Park blitz completed at Centennial Park, Macedon. Mulching program developed and seasonally implemented Shire wide street and park tree planting plan underway, implementation is subject to budget consideration	Manager Parks and Recreation	30 June 2026	On track

## SHAPING THE RANGES 2025-2035 ACTION PLAN PROGRESS: YEAR 1

Reporting Period: 1 July to 31 December 2025

ACTION	COUNCIL ROLE	STATUS	ACTION COMPLETION DATE	PROGRESS COMMENTS	KEY CONTACT	ACTION DUE DATE	LIKELIHOOD OF COMPLETION BY DUE DATE
<b>Priority 1.2.5 Facilitate affordable housing in new developments and existing townships that meet the varied needs of different household types and life stages.</b>							
1.2.5.1 Review and update the Affordable Housing Policy addressing mechanisms to increase affordable housing supply.	Implement	Work in Progress		External engagement completed with 36 respondents to survey and 3 stakeholder submissions received. Feedback has been analysed and summarised. The summary has been shared with all engagement participants who requested it, and added to the YourSay page on Council's website.	Coordinator Community and Social Planning	30 December 2026	On track
<b>Priority 1.2.6 Invest in, and deliver, sustainable, equitable and accessible community infrastructure.</b>							
1.2.6.1 Implement Disability Discrimination Act (DDA) access audit actions and access improvement projects at priority locations.	Implement	Work in Progress		Arts Access Victoria completed a comprehensive access audit of Kyneton Town Hall and the Bluestone Theatre. A VicHealth grant application was submitted to support Access Key development and rollout.	Manager Facilities and Aquatics	30 June 2026	On track
1.2.6.2 Undertake analysis to identify priority community infrastructure needs for the next five years.	Analyse	Work in Progress		PWG meetings commenced and members worked collaboratively to define approaches to measuring facility capacity and utilisation. Work also continued with Sociologic to refine the facilities register, establish test provision ratios, and develop early modelling insights, including testing the quantity assessment module. Ongoing efforts focused on addressing dataset gaps, particularly relating to asset condition, asset id and ownership, while further developing the dataset through the integration and adaptation of information from Council's asset register, Intramaps, and other internal systems.	Coordinator Community and Social Planning	30 June 2028*	On track
<b>Priority 1.2.7 Maintain our assets to be safe, accessible and sustainable, in ways that meet community needs.</b>							
1.2.7.1 Deliver the Year One asset renewal program as per Council Budget based on condition audit outcomes.	Deliver	Work in Progress		Renewal programs are in planning and procurement phase	Manager Civil Services and Resource Recovery	30 June 2026	On track
<b>Priority 1.2.8 Plan new and future built environments that protect the character of our shire by incorporating and prioritising heritage management, rural character, visual amenity, and the natural environment.</b>							
1.2.8.1 Progress the Gisborne Urban Design Framework.	Deliver	Work in Progress		A request for quote process has been commenced to engage a suitably qualified consultant to assist with update and progression of the draft Gisborne Urban Design Framework. A consultant is expected to be engaged in the third quarter.	Manager Strategic Planning and Environment	31 December 2026	On track
<b>Priority 1.2.9 Work with Traditional Owner Groups in accordance with the <i>Aboriginal Heritage Act 2006</i> and the <i>Traditional Owner Settlement Act 2010</i> to ensure appropriate use, stewardship and development of land.</b>							
1.2.9.1 Initiate early engagement with Traditional Owner Groups on selected capital projects to strengthen collaborative relationships and cultural heritage outcomes.	Partner	Planning Phase		All relevant projects requiring traditional owner engagement have undertaken initial engagement phases	Manager Facilities and Aquatics	30 June 2026	On track

## SHAPING THE RANGES 2025-2035 ACTION PLAN PROGRESS: YEAR 1

Reporting Period: 1 July to 31 December 2025

ACTION	COUNCIL ROLE	STATUS	ACTION COMPLETION DATE	PROGRESS COMMENTS	KEY CONTACT	ACTION DUE DATE	LIKLIHOOD OF COMPLETION BY DUE DATE
<p>1.2.9.2 Participate in forums and partnerships with Traditional Owner Groups to strengthen relationships and embed cultural heritage outcomes across Council's work.</p>	<p>Partner / Deliver</p>	<p>Work in Progress</p>		<p>All three traditional owner groups are now observers on the Municipal Emergency Management Planning Committee.</p> <p>Officers attended Taungurung Forum for Walking Together Statement, DJAARA Showcase and Wurundjeri Whole of Country Plan. Direct liaison with Traditional Owners on initiatives and networks - Maanamak Murrup, CESH Framework, SAHA, Woodend Grassland Burn, Change Makers Festival, Blackhill Wayfinding signage, CHP Wurundjeri, Taungurung Festival, Ilbijerri, as well as Songline Skateboarding.</p> <p>Through the Community Grants Program Council has support Macedon Ranges Truth and Reconciliation Group 'Survival Day Morning Reflection' project in January 2026, and First Nations Music Night (October 2025); as well as the Bayton Sidonia Landcare Group for the Taungurung Cultural Heritage Workshop (October 2025) and Upper Deep Creek Landcare Network for the Wurundjeri Country education in schools project (June 2026).</p> <p>Traditional Owners participated in a number of days of significance events with formal Welcome to Country and smoking ceremonies.</p> <p>Council delivered a youth NAIDOC week event in partnership with Sunbury Aboriginal Corporation, inclusive of performances, workshops and catering.</p>	<p>Manager Community Strengthening</p>	<p>30 June 2026</p>	<p>On track</p>

# SHAPING THE RANGES 2025-2035 ACTION PLAN PROGRESS: YEAR 1

Reporting Period: 1 July to 31 December 2025

ACTION	COUNCIL ROLE	STATUS	ACTION COMPLETION DATE	PROGRESS COMMENTS	KEY CONTACT	ACTION DUE DATE	LIKLIHOOD OF COMPLETION BY DUE DATE
<b>Our Environment - Rural and natural surroundings are cared for and protected</b>							
<b>Objective 2.1 Our natural environment, wildlife, biodiversity and waterways are cared for and protected.</b>							
<b>Priority 2.1.1 Act to restore and increase native/indigenous vegetation, land conservation and ecosystems.</b>							
2.1.1.1 Deliver Urban Rivers and Catchments Project to restore waterways and improve biodiversity of the Upper Maribyrnong Catchment.	Deliver	Work in Progress		Progressing as per grant agreement	Manager Strategic Planning and Environment	30 June 2028	On track
2.1.1.2 Review and update the Biodiversity Strategy and commence implementation of key priority actions.	Implement	Work in Progress		Draft Biodiversity Strategy out for community engagement until mid-Feb. Final strategy expected to be adopted at May SCM.	Manager Strategic Planning and Environment	30 June 2026	On track
<b>Priority 2.1.2 Reduce environmental risks including bushfire, storm and flood in all land use planning, including bushfire, storm and flood in all land use planning.</b>							
2.1.2.1 Commence a planning scheme amendment process to implement flood studies for Kyneton, Lauriston, Tylden and Malmesbury prepared by the North Central Catchment Management Authority.	Implement	Not Started		North Central Catchment Management Authority has requested the progress of the planning scheme amendment for the three flood studies be put on hold until they complete updated modelling for the flood studies. The updated modelling is expected in the third quarter.	Manager Strategic Planning and Environment	30 June 2026	Action Delayed
<b>Priority 2.1.3 Facilitate sustainable water management and quality.</b>							
2.1.3.1 Promote integrated water management by supporting local stormwater and on-site wastewater management plans with stakeholders.	Advocate	Work in Progress		At the 17 December 2025 Council Meeting the Onsite Wastewater Management Plan was adopted. Council officers have been successful in obtaining funding for a further two years for a Senior Stormwater and Water Quality Engineer, this role is currently under recruitment and will assist Council with implementing integrated water management across the Shire.	Manager Engineering and Asset Services	30 June 2026	On track
2.1.3.2 Review and adjust off-leash and prohibited dog areas to better protect sensitive land and waterways.	Implement	Planning Phase		Community consultation complete and data collated ready for briefing on changes the early stages of the next quarter	Manager Safer Communities	30 June 2026	On track
2.1.3.3 Deliver/adopt a new onsite wastewater management plan and implementation plan to inform resources.	Deliver	Work in Progress		Draft complete. Council have endorsed, Plan to be developed in the early stages of next quarter	Manager Safer Communities	31 March 2026	On track
<b>Priority 2.1.4 Reduce negative impacts on the natural environment, including weed control/pests/domestic animals/waste.</b>							
2.1.4.1 Deliver a new Domestic Animal Management Plan (2026–2029) including measures to reduce impacts of dogs and cats on the environment.	Deliver	Nearing Completion		Plan was endorsed during this period, some further work to be scoped in the next quarter	Manager Safer Communities	31 December 2025	On track
2.1.4.2 Review and update the Weed and Pest Animal Strategy.	Implement	Not Started		Review of the Weed and Pest Animal Strategy to commence on completion of refreshed Biodiversity Strategy (the overarching strategy).	Manager Strategic Planning and Environment	31 December 2026	On track
<b>Priority 2.1.5 Encourage and facilitate sustainable agricultural practices, including regenerative farming.</b>							
2.1.5.1 Undertake a detailed evaluation of the success of the healthy landscapes program to secure ongoing support and funding beyond 2027.	Analyse / Advocate	Planning Phase		Not due to commence until Q3/Q4	Manager Strategic Planning and Environment	30 June 2026	On track
<b>Objective 2.2 Our actions against climate change are prioritised and enables the community to act.</b>							
<b>Priority 2.2.1 Deliver initiatives that lower emissions related to housing, infrastructure and transport.</b>							
2.2.1.1. Deliver Environmental and Climate Grant Programs.	Deliver	Work in Progress		2024/25 grants were acquitted in late 2025. New guidelines for environment grants and Terms of Reference for assessment panels adopted at Dec 2025 Council Meeting.	Manager Strategic Planning and Environment	30 June 2026	On track

## SHAPING THE RANGES 2025-2035 ACTION PLAN PROGRESS: YEAR 1

Reporting Period: 1 July to 31 December 2025

ACTION	COUNCIL ROLE	STATUS	ACTION COMPLETION DATE	PROGRESS COMMENTS	KEY CONTACT	ACTION DUE DATE	LIKELIHOOD OF COMPLETION BY DUE DATE
<b>Priority 2.2.2 Build capacity and enable the community to take action and understand environmental and financial benefits of reducing our impact on the planet.</b>							
2.2.2.1 Deliver the annual climate, environment and waste engagement program and rebates promotion.	Deliver	Work in Progress		Planning for rebate programs in early 2026 are well underway •Resource Recovery attended Kyneton and Lancefield agricultural shows with 147 community members engaged •partnering with 'Share the dignity' providing reusable menstruation kits to schools in the shire being investigated	Manager Civil Services and Resource Recovery	30 June 2026	On track
<b>Objective 2.3 Our council act in environmentally sustainable ways.</b>							
<b>Priority 2.3.1 Progress investments and transition to lower-carbon alternatives.</b>							
2.3.1.1 Complete Year Two review of Counting Down to Zero – Council's Plan to Achieve Zero Net Emissions by 2030.	Deliver	Work in Progress		Review of Counting Down to Zero completed in 2025. Refreshed Plan being drafted in response for adoption Q3/4 2025/26.	Manager Strategic Planning and Environment	30 June 2026	On track
2.3.1.2 Undertake a feasibility study on options to lower emissions from fleet, plant and facilities (e.g. reduction is an option).	Analyse	Work in Progress		Initial work on an overall review Council's heavy and light fleet has been undertaken with some information and recommendations from the review in relation to lowering emissions has been included. Resourcing has not enabled work in this space to progress as much as planned. With a vacancy now filled work will continue on this study.	Manager Finance and Reporting	30 June 2026	Action Delayed
<b>Priority 2.3.2 Learn from and integrate evidence based environmental management practices inclusive of local Traditional Owner Groups and community groups.</b>							
2.3.2.1 Partner with Traditional Owner Groups to increase community knowledge of cultural practices.	Deliver	Work in Progress		Planning cultural burn with Djandak in Autumn 2026, Woodend Grassland, Planning walks on Country with TLaWC, Wurundjeri and Djaara as part of the Changemakers 2026 program in March.	Manager Strategic Planning and Environment	30 June 2026	On track
2.3.2.2 Propose investments in environmentally sustainable solutions such as renewable energy, recycled water and climate resilience of infrastructure.	Implement	Work in Progress		100 Neighbourhood Batteries grant recipients expected to be announced in Feb 2026 - application submitted for a community battery at Romsey Community Hub. Planning for Changemakers 2026 is underway for March 2026 - a week-long program of events and workshops for grass-roots community climate action.	Manager Strategic Planning and Environment	30 June 2026	On track

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ACTION	COUNCIL ROLE	STATUS	ACTION COMPLETION DATE	PROGRESS COMMENTS	KEY CONTACT	ACTION DUE DATE	LIKLIHOOD OF COMPLETION BY DUE DATE
<b>Our Economy - Our local businesses and tourism sectors are thriving and provide opportunities for everyone</b>							
<b>Objective 3.1 Our local economy and businesses are thriving.</b>							
<b>Priority 3.1.1 Engage with local businesses, entrepreneurs and industry to support innovation, attract investment, address local needs and deliver economic growth.</b>							
3.1.1.1 Work collaboratively with local businesses and entrepreneurs to identify community-led initiatives that address local needs and deliver economic growth.	Partner	Work in Progress		Collaboration with local BATAs continued, as town action groups were supported delivering Thriving Villages projects. Examples include Christmas illuminations, upgrades to garden beds, street furniture and public artworks and investigations into street tree lighting opportunities. Promotional support for wine-based events and touring was provided following input from the Macedon Ranges Vigneron Association (MRVA). Planning got underway for the 2026 Business Breakfast with the strong partnership with (Tourism Macedon Ranges) TMR continuing.	Manager Economic Development and Visitor Economy	30 May 2026	On track
3.1.1.2 Advocate for, and deliver, education, employment and training that supports local businesses and entrepreneurs to adapt and grow.	Advocate / Deliver	Work in Progress		Council hosted the Victorian Small Business Commissioner at a small business forum in Kyneton in October, where local businesses were able to outline challenges and opportunities for businesses in the shire. In addition a workshop highlighting the advantages of hybrid working was provided. An Economic Futures Report was completed that included data and input from two workshops held in the previous quarter that focused on entrepreneurial opportunities and the challenges of attracting and retaining employees. A range of other business resources, workshop and webinar opportunities delivered by Business Victoria, the ATO and the Victorian Chamber of Commerce were promoted via the monthly Business E News.	Manager Economic Development and Visitor Economy	30 May 2026	On track
3.1.1.3 Partner with relevant stakeholders (Local/State Government/Federal Government/Private Industry) to develop initiatives that enhance economic prosperity. Year One – partner with selected councils to initiate business opportunities.	Partner	Work in Progress		Quarterly meetings were held with Regional Development Australia( RDV) representatives. Business related information was shared via these meetings, other regular online contact and in-person attendance at the Global Victoria Forum in Bendigo. The Economic Development (ED) team were active participants in the monthly Loddon-Campaspe ED forums.	Manager Economic Development and Visitor Economy	30 March 2026	On track
3.1.1.4 Design and deliver a business prospectus to attract business to the shire.	Design	Planning Phase		Agreement between the participating Councils, Regional Development Australia (RDV) and Regional Development Australia (RDA) was reached to review and update the Invest Loddon-Mallee website. Commitment was made to develop a communications plan and marketing plan to promote the site.	Manager Economic Development and Visitor Economy	30 March 2026	On track
<b>Priority 3.1.2 Support businesses to be environmentally and economically sustainable.</b>							
3.1.2.1 Promote circular economy case studies that were developed during 2025.	Promote	Work in Progress		<p>Webpage was established in 2025 and can be found at <a href="https://www.mrsc.vic.gov.au/Live-Work/Bins-Rubbish-Recycling/Reducing-your-waste/The-Circular-Economy">https://www.mrsc.vic.gov.au/Live-Work/Bins-Rubbish-Recycling/Reducing-your-waste/The-Circular-Economy</a></p> <p>Economic Development E News article promoting Circular Economy case Studies (&amp; link to website page) scheduled for Feb 2026.</p> <p>Lost Trades Fair article scheduled for March 2026 ED &amp; VE eNewsletter.</p> <p>Business feature of Kyneton Shoe Shop recycling program promoted through ED E News article in 4th quarter of 2025.</p> <p>Incorporation of wording to include Circular Economy (already says "sustainability") in discussion for 2026 Business Excellence Awards category.</p>	Manager Civil Services and Resource Recovery	30 June 2026	On track

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<b>Priority 3.1.3 Support the growth and maintenance of industries that contribute to health, wellbeing and sustainability such as mental health, allied health, and local food systems.</b>							
3.1.3.1 Partner with and support mental health and allied health service providers through funding and collaboration to strengthen existing services and attract services to the shire based on community need.	Partner	Work in Progress		Development of the Health and Social Needs Profile is ongoing, with progress affected by resourcing limitations. Available data has been used to identify priority populations and inform Council advocacy and grant applications, including Partners in Places and Growing Healthy Communities (VicHealth). Partnerships with mental health and allied health providers have continued to strengthen, including collaboration with Omnia Community Health through housing referral pathways and engagement via the Accessible Collaboration Network.	Coordinator Community and Social Planning	30 June 2029 <i>(ongoing for life of the council plan)</i>	On track
<b>Objective 3.2 Our unique identity, agricultural foundation and cultural history are celebrated and promoted.</b>							
<b>Priority 3.2.1 Promote and attract artistic, cultural and historical activity, events and values that showcase the region and stimulate economic activity.</b>							
3.2.1.1 Explore opportunities to enhance and promote public art across the shire.	Promote	Planning Phase		The review of Council's Public Art Policy is currently underway, including a strategic, best-practice review of public art assets, benchmarking with other councils, and engaging the community to inform future investment and management approaches.	Manager Community Strengthening	30 June 2026	On track
3.2.1.2 Run a program of events at Council's creative venues to activate them and promote local artists.	Deliver	Work in Progress		Fifty three unique events held across Bluestone Theatre, Kyneton Town Hall and Kyneton Mechanics Institute between 1 July to 31 December 2025, combining Council programming and community run events, programs and meetings. Events included: - the Creative Kids school holiday program for children and families which fostered creativity, imagination and social connection through hands on experiences - Delivered Battle of the Bands in partnership with Music in the Sticks youth group, featuring local bands and attracting a sold-out crowd of 250 young people.	Manager Community Strengthening	30 June 2026	On track
<b>Priority 3.2.2 Promote local landmarks and attractions as part of the visitor economy, providing clear, accessible information on how to find and engage with them.</b>							
3.2.2.1 Update promotional information to ensure content is accessible and that tips to support access for different abilities is included.	Deliver	Work in Progress		As part of the Business Friendly Council's program, an application for funding to the state government to review and update all business related Council web pages was lodged. Eight new business fact sheets were drafted. The advantages of employing people of all abilities was promoted in the Business ENews.	Manager Economic Development and Visitor Economy	30 April 2026	On track
<b>Priority 3.2.3 Partner with community groups, including historical, arts, cultural, and local Traditional Owner Groups to develop cultural and eco-tourism and share cultures, histories and places of significance.</b>							
3.2.3.1 Contribute to the Goldfields World Heritage Bid and strengthen partnerships with heritage and cultural leaders, including Traditional Owners, to support recognition of places of cultural and historical significance.	Partner	Work in Progress		Representatives from Macedon Ranges Shire Council (Tourism and Heritage) have received regular updates on the progress of the World Heritage bid, from Heritage Victoria and the World Heritage Bid team.	Manager Strategic Planning and Environment	30 June 2026	On track

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ACTION	COUNCIL ROLE	STATUS	ACTION COMPLETION DATE	PROGRESS COMMENTS	KEY CONTACT	ACTION DUE DATE	LIKELIHOOD OF COMPLETION BY DUE DATE
<b>Objective 3.3 Our community promotes economic equality so that everyone can afford to live well and participate in community life.</b>							
<b>Priority 3.3.1 Support our local agricultural sector and community partners to deliver affordable local food and reduce food insecurity</b>							
3.3.1.1 Advocate to the Victorian Government for policy and regulatory change that supports local food production.	Advocate	Work in Progress		Amongst the activities Council officers have been working with the office of Local Member for Macedon Mary-Anne Thomas on advocacy around small scale abattoirs, in particularly Recommendation 27 of the Parliamentary Inquiry into Food Security and the Victorian Government supporting small scale livestock producers to establish micro-abattoirs.	Manager Communications and Advocacy	30 June 2026 and ongoing	On track
3.3.1.2 Advocate for investment and funding that strengthens local farming viability and supports community-based initiatives to reduce food insecurity.	Advocate	Planning Phase		This is in its very early stages with the Communications and Advocacy Team and the Economic Development Team having had preliminary discussions. Healthy Loddon Campaspe which Council is a member of conducted the 2025 Active Living Census which is a vital regional survey collecting important data on health, wellbeing, lifestyle habits to guide future community planning and investments, covering topics like nutrition.	Manager Communications and Advocacy	30 June 2026 and ongoing	On track
3.3.1.3 Implement community-based initiatives and promotion that increases access to and consumption of healthy, affordable food, including practical workshops, campaigns, and partnerships with local organisations.	Implement	Planning Phase		Progress and support local food initiatives that improve access to healthy, affordable food and strengthen community food systems, including delivery of the Growing in the Ranges early learning program, implementation of the Very Veggie April community activities, and scoping of a Healthy Sports Venues initiative in partnership with the Recreation team to maximise impact.	Coordinator Community and Social Planning	30 June 2029 <i>(ongoing for life of the Council plan)</i>	On track
<b>Priority 3.3.2 Deliver programs, targeted support and initiatives that cater to the diverse needs of the community and assist people facing financial hardship, education or employment barriers, including people with disabilities</b>							
3.3.2.1 Partner with disability service providers and advocacy groups to deliver initiatives that build employment pathways and increase economic participation for people with disability.	Partner	Work in Progress		The Accessible Collaboration Network was established and its first meeting held, bringing together local stakeholders, people with disability, carers and support providers. Initial connections were formed to inform future collaboration on employment pathways.	Coordinator Community and Social Planning	30 June 2029 <i>(ongoing for life of the Council plan)</i>	On track
<b>Priority 3.3.3 Support projects that increase local social and affordable housing</b>							
3.3.3.1 Support housing initiatives with developers and partners that enable the growth of social and affordable housing options.	Partner / Advocate	Work in Progress		Report taken to Executive Leadership Team in October 2025 and an update is being prepared for Council to be presented in January 2026. The report includes a proposal for social housing assets and proposed next steps. External engagement for the Affordable Housing Policy has taken place - see Action 1.2.5.1 for more details.	Coordinator Community and Social Planning	30 June 2029 <i>(ongoing for life of the Council plan)</i>	On track

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ACTION	COUNCIL ROLE	STATUS	ACTION COMPLETION DATE	PROGRESS COMMENTS	KEY CONTACT	ACTION DUE DATE	LIKLIHOOD OF COMPLETION BY DUE DATE
<b>Our People - Our community are safe, healthy and well</b>							
<b>Objective 4.1 Our people feel safe, respected and valued, living in a community where violence and discrimination are prevented, and not tolerated.</b>							
<b>Priority 4.1.1 Deliver inclusive, accessible and culturally safe services and spaces that support participation, reduce discrimination and reflect our diverse community.</b>							
4.1.1.1 Undertake an accessibility audit of priority Council facilities and services and implement quick-win improvements to reduce physical and digital access barriers.	Implement	Work in Progress		Arts Access Victoria completed accessibility audits of Bluestone Hall and Kyneton Town Hall on 8 December. The audits identified major, minor and quick-win modifications to improve accessibility ( <i>added by Coordinator Community &amp; Social Planning</i> )	Manager Facilities and Aquatics	30 June 2026	On track
4.1.1.2 Deliver staff training on disability awareness, cultural safety and inclusive practice to strengthen Council's role as a welcome and respectful service provider.	Implement	Planning Phase		Successfully launched the Inclusive Recruitment training module to reinforce fair hiring practices across Council. This completes a key requirement of Phase 1. Planning for Phase 2 is on track to begin in early 2026, in close collaboration with the Community Strengthening department.	Manager People and Wellbeing	31 December 2026	On track
4.1.1.3 Enhance exclusive participation by supporting community-led initiatives with and for people with disability, older people, culturally diverse communities, and LGBTQIA+ communities.	Partner	Work in Progress		Council provided support for community groups including U3A (University of the Third Age), Kyneton Municipal Band, Kyneton Handweavers and Spinners, and Rainbow Voices Community Choir, fostering lifelong learning, cultural participation, and social connection. The Community Grants Program supported the Inclusive Intergenerational Play project, a 12 week facilitated culturally diverse playgroup program including First Nations and LGBTQIA+ facilitations and performers.  Furthermore, the Grant Program supported the Creative Community Connections project by Kyneton Neighbourhood House, a series of community art and craft workshops for vulnerable communities.	Manager Community Strengthening	30 June 2026	On track
4.1.1.4 Embed inclusion, accessibility and cultural safety requirements into Council's project planning and service design processes to strengthen equitable access across programs and facilities.	Implement	Planning Phase		New service catalogue has been drafted by senior leadership and reviewed by the executive team in December 2025. Planning for development of new service profiles and framework has commenced which will now form part of a larger Quality Assurance Framework. This framework is now expected for completion in the 2026/27 financial year however as the service profiles are developed, they will include consideration of inclusion, accessibility and cultural requirements.	Manager Governance and Performance	30 June 2026	Action Delayed
<b>Priority 4.1.2 Enable people of all ages and backgrounds, especially those with lived experience, to lead, participate in and shape local decisions.</b>							
4.1.2.1 Review and strengthen Council's engagement practices to ensure inclusive participation for diverse voices.	Deliver	Planning Phase		A review is underway for the Community Engagement Policy. Council has also appointed an officer in a new role of Community Engagement Lead, who will lead this project.	Manager Communications and Advocacy	30 June 2026	On track

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4.1.2.2 Develop and promote accessible resources (e.g. Easy English guides, videos) that help community members understand how Council decisions are made and how they can get involved.	Deliver	Work in Progress		An initial investigation was undertaken into transcribing the 'Shaping the Ranges' document into an Easy English format, and quotes obtained <i>(added by Coordinator Community &amp; Social Planning)</i>	Manager Communications and Advocacy	30 April 2026	On track
<b>Priority 4.1.3 Lead and support primary prevention initiatives and partnerships with agencies that promote respect, equality and safety and reduce harm in the community, including family violence.</b>							
4.1.3.1 Increase community awareness and understanding of family violence by delivering education and engagement initiatives, including the Free from Violence project and activities as part of the annual 16 Days of Activism campaign.	Deliver	Work in Progress		Council delivered: - a free Q&A screening of Left Write Hook for 16 Days of Activism against Gender-Based Violence at Kyneton Town Hall . - Free to Be Me Photo Competition -Walk Against Family Violence with an estimated 80 participants. -Equity and Respect kits were created and delivered to Kyneton Library, inclusive of eight themed book sets that encourage children and adults to see beyond gender stereotypes and lay foundations for respectful relationships. - A Bystander Action Workshop delivered to Council staff and community/partner organisations.	Manager Community Strengthening	30 June 2026	On track
4.1.3.2 Partner with local health and community services to deliver education and engagement activities that raise community awareness and understanding of gambling harm, alcohol and other drug harm, and broader community safety issues, including participation in state and national prevention campaigns.	Partner / Deliver	Work in Progress		Gambling Harm Awareness Week acknowledged through Council Social media, empowering community to ask questions and seek gambling support.  Council to implement the Gambling Harm Minimisation Policy including supporting Kyneton Bowls Club transition from EGMs.	Manager Community Strengthening	30 June 2026	On track
<b>Priority 4.1.4 Deliver inclusive programs, partnerships and spaces that promote positive community attitudes and social connection, to build trust, challenge discrimination, and support belonging and safety for all.</b>							
4.1.4.1 Work with community and service partners to identify local service gaps and incorporate inclusion, cultural safety and accessibility considerations into Council projects and advocacy.	Partner / Deliver	Work in Progress		Facilitated two aged care service provider network meetings, attended by five local service providers. Meetings have identified local wait times for initial assessment have extend to up to three months, this information has been reported back to MAV as part of the ongoing advocacy efforts. The Accessible Collaboration Network was established and first meeting held to support identification of local service gaps and inform Council advocacy and project planning <i>(added by Coordinator Community &amp; Social Planning)</i>	Manager Community Services	30 June 2026	On track
4.1.4.2 Support and empower the community to deliver activities that promote safety, respect and attitudinal change, through Council's programs, partnerships, and delivery of recognition days.	Partner	Work in Progress		\$30,000 in funding was equally distributed to local Neighbourhood Houses, supporting community development initiatives that support local needs. The second half of the Days of Significance 2025 calendar was implemented, with a range of community events and social posts to empower discussion and change, including:- International Day of People with Disability was recognised through the delivery of the 'My Story' production in December 2025 at Kyneton Town Hall, - in partnership with Omnia Community Health. Council supported Mt Alexander's Pride Formal via transporting young people to the event and provided staff support. - Wear it Purple Day was also celebrated by lighting the Kyneton Town Hall purple. - Financial support was provided to Sunbury Cobaw Community Health to support Pride Camp in October 2025. Community Grants Program supported a range of projects that promoted community education. Council also funded Neighbourhood Houses to deliver Christmas Lunches, ensuring social connection and supporting vulnerable communities.	Manager Community Strengthening	30 June 2026	On track
4.1.4.3 Partner with community organisations to strengthen inclusive practices and create culturally safe, equitable and accessible spaces that support community resilience, safety and connection.	Partner	Planning Phase		Council is in the early stages of developing First Nations culturally safe protocols to be distributed to community organisations. Developed Community Maps outlining safe and accessible spaces for community members, due for community release in coming months.	Manager Community Strengthening	30 June 2026	On track

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<b>Objective 4.2 Our people of all ages and abilities have the opportunity to experience positive physical and mental wellbeing.</b>							
<b>Priority 4.2.1 Improve access to inclusive sport, recreation, facilities and Council services to support the health, wellbeing and participation of people of all abilities, and encourage active healthy lifestyles in partnership with community groups and health services.</b>							
4.2.1.1 Facilitate opportunities for healthier lifestyles by promoting and supporting inclusive sport, active recreation, passive recreation and healthy eating initiatives in partnership with community groups and health services.	Partner / Facilitate	Work in Progress		Kindergarten and Early Years Centres on board for 'Growing in the Ranges' initiatives as age-appropriate and low maintenance garden beds are being sought. Promotion is underway for the Edgy Veg initiative in line with the April 2026 Autumn Festival and funding agreement is being signed by Macedon Ranges Sustainability Group for delivery. Investigative work underway for the Healthy Sporting Venues project, working with Facilities team to audit and address barriers in aquatic centre kiosks. The My Story event was delivered at the Kyneton Town Hall in partnership with Omnia Community Health (formerly SCCH) in celebration of International Day of People with a Disability in December 2025. Distance markers/sign posts along federation trail were installed to encourage and support active leisure activities	Coordinator Community and Social Planning	30 June 2029 <i>(ongoing for the life of the plan)</i>	On track
4.2.1.2 Review Council's sport and recreation programs and facilities to identify barriers to participation for under-represented groups, working with clubs and partners to implement priority improvements such as fair access to facilities and scheduling.	Partner / Implement	Work in Progress		Sports Club survey has been developed and Council Officers are preparing for club engagement in April 2026 with a view to collecting responses before June 2026 in line with Council Plan timeframe.	Manager Parks and Recreation	30-Jun-26	On track
4.2.1.3 Progress budgeted activities for Stage 2 of the Macedon Ranges Sports Precinct, with completion expected in Year 2 of the Action Plan.	Deliver	Work in Progress		Currently have awarded and commenced construction of both project elements including oval earthworks and stadium foundations.	Manager facilities and Aquatics	31-Oct-26	On track
<b>Priority 4.2.2 Support and advocate for accessible, inclusive local programs and services that promote mental health and resilience and are tailored to the needs of different ages, abilities, identities and experiences.</b>							
4.2.2.1 Partner with mental health services, community groups and schools to deliver and promote local initiatives that support mental health, resilience and early intervention.	Partner / Deliver	Work in Progress		<p>Council made a decision to transition from the delivery of the Live4Life Program, transition is underway with the delivery of final commitments for 2025, including delivery of youth mental health first aid, school mental health promotion projects in collaboration with Live4Life crew and celebratory function for crew members in September. Finalised the 2025 calendar Branch Out program, focusing on primary children's mental health.</p> <p>Council hosted fortnightly youth spaces in Kyneton and Woodend, with a focus on supporting young peoples social connection.</p> <p>Council hosted a Circus Workshop program that aimed to promote options for non-competitive physical activity. Three schools opted in and participated in four or five sessions. Students with low rates of PE participation were nominated by teachers, as well as the neurodiverse cohort.</p> <p>Youth Council formally endorsed by Council and expressions of interest underway for Working Group, ensuring young people have a voice in Council, including mental health considerations.</p>	Manager Community Strengthening	30-Jun-26	On track
4.2.2.2 Advocate for the delivery and expansion of accessible, local mental health services, with a focus on under-served priority groups and those at higher risk of poor mental health.	Advocate	Work in Progress		Council adopted its Advocacy Priorities list in December 2025 which includes a "Resilient Futures for our Young People" project. This project will establish a single, welcoming hub offering mental health support, drug and alcohol and gambling harm-minimisation programs, and youth engagement activities that build belonging, safety and connection.	Manager Communications and Advocacy	30 June and ongoing	On track

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ACTION	COUNCIL ROLE	STATUS	ACTION COMPLETION DATE	PROGRESS COMMENTS	KEY CONTACT	ACTION DUE DATE	LIKLIHOOD OF COMPLETION BY DUE DATE
<b>Priority 4.2.3 Support inclusive, community-led initiatives that reduce isolation and build connection, with attention to diversity and accessibility.</b>							
4.2.3.1 Embed accessibility, inclusion and cultural safety into Council's support for community initiatives, ensuring programs reflect the needs of diverse groups.	Implement	Planning Phase		An accessibility audit of both the Bluestone Theatre and Kyneton Town Hall was conducted by Arts Access Victoria in Dec 25, as well as an inclusion audit of Council's youth spaces.	Manager Community Strengthening	30-Jun-26	On track
4.2.3.2 Partner with local groups and service providers to co-deliver outreach and connection opportunities in community settings, with a focus on residents at higher risk of social isolation.	Partner / Deliver	Work in Progress		Three initiatives have been provided: - facilitated weekly coffee catch-ups for older community members - delivered the Youth Stage at the Kyneton Community Show which included musical performances from local bands -Six community groups accessed over \$8,500 in financial support to deliver community led initiatives through the Small Project & Australia Day Grants - Five local neighbourhood houses accessed a total of \$2,500 in financial support to support the delivery of Christmas lunch events.	Manager Community Services	30-Jun-26	On track
<b>Objective 4.3 Our community and environment are well prepared for emergency events and can respond to and recover from them.</b>							
<b>Priority 4.3.1 Build community knowledge, skills and leadership to prepare for, respond to and recover from emergencies.</b>							
4.3.1.1 Deliver seasonal communications and community education activities to strengthen household and community preparedness for bushfires, storms, floods and heat events.	Deliver	Work in Progress		Council produced local seasonal outlook video series with local emergency service agencies. Council's internal Emergency Communication Plan is currently being reviewed. Timely educational and awareness communications published as required. Dry Conditions Forum held in Newham in July. Digital Emergency Dashboard being developed.	Manager Communications and Advocacy	31 December 2025	On track
4.3.1.2 Support local leadership and volunteering in emergencies by partnering with the Country Fire Authority (CFA), the Victorian State Emergency Service (SES), Neighbourhood Houses and other community groups to deliver joint training, outreach and recovery initiatives.	Partner	Work in Progress		Multi agency exercise led by MRSC held in September 2025, provided an opportunity for both paid staff and volunteers to practice their skills in responding in an emergency.	Manager Community Strengthening	30 June 2026	On track
4.3.1.3 Strengthen recovery capacity by engaging communities in preparedness planning and promoting shared responsibility for recovery.	Partner / Promote	Work in Progress		4000 Community Ready Get Go bags were distributed to community members to support preparedness. Three towns engaged in the 72 hour project, supporting local resilience in the case of an emergency, including Riddells Creek, Romsey and Woodend.	Manager Community Strengthening	30 June 2026	On track
<b>Priority 4.3.2 Deliver targeted actions to reduce the health, social and environmental impacts of emergencies</b>							
4.3.2.1 Promote community awareness of the health impacts of heat, smoke and extreme weather through seasonal campaigns and tailored outreach to vulnerable groups.	Promote	Work in Progress		Periodic social media posts have been published in support of this initiative and supported by website content and traditional media outputs. These have been elevated during days of Catastrophic Fire Rating and Total Fire Ban.	Manager Communications and Advocacy	31 December 2025	On track
4.3.2.2 Work with community partners to strengthen preparedness and support systems for residents most at risk during emergencies (e.g. people with disability, older people, carers, and those experiencing disadvantage), including delivery of the Person-Centred Emergency Planning (P-CEP) program.	Promote / Deliver	Work in Progress		Person-Centred Emergency Planning (P-CEP) training was delivered to Omnia Community Health (formerly SCCH) Family Services and Homelessness teams. Follow-up occurred with the Disability Inclusive Emergency Management database. Get Started Disability program 2025 reported that 80% of participants increased their knowledge of supports available in an emergency and 60% of participants had begun writing an emergency plan for themselves after the session on emergency preparedness.	Manager Community Strengthening	30 June 2026	On track

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ACTION	COUNCIL ROLE	STATUS	ACTION COMPLETION DATE	PROGRESS COMMENTS	KEY CONTACT	ACTION DUE DATE	LIKELIHOOD OF COMPLETION BY DUE DATE
<b>Priority 4.3.3 Partner with all relevant organisations and businesses, including local Traditional Owner Groups, to strengthen emergency planning response and recovery.</b>							
4.3.3.1 Strengthen partnerships with emergency services, health providers, local businesses and Traditional Owner groups to co-design and deliver culturally safe, inclusive emergency preparedness initiatives.	Partner / Deliver	Work in Progress		All three traditional owner groups are observers on the Municipal Emergency Management Planning Committee, with particular positive feedback from Wurundjeri about the work that Council are doing in the space and inclusive nature of the relationship. Meeting with Central Highlands Rural Health to enhance relationships and emergency communication in particular, Kyneton hospital. Ongoing relationships with Omnia Community Health in progressing understanding of what they can offer in support to community immediately after an emergency.	Manager Community Strengthening	Ongoing	On track
4.3.3.2 Work with community, business and service partners to improve coordination and communication during emergencies, including establishing task-focused working groups to address emerging risks and developing shared resources such as referral pathways and support directories.	Partner	Work in Progress		Task focused groups are set up as required in response to a particular risk or event. No groups have been established as yet. BATA groups have been approached and invited to participate in the Recovery sub-committee to ensure we have a local business and tourism voice on the group.	Manager Community Strengthening	30 June 2026	On track
<b>Priority 4.3.4 Plan for and provide inclusive support to vulnerable groups before, during and after emergencies</b>							
4.3.4.1 Embed the After-Action Review (AAR) process into Council's emergency management and response, ensuring findings are applied to improve preparedness, response and recovery with a focus on vulnerable groups.	Implement	Work in Progress		After-Action Review process delivered after the Multi-Agency Exercise. Learnings from the review formed actions, which are currently being implemented.	Manager Community Strengthening	Ongoing	On track
4.3.4.2 Partner with health, community and cultural organisations to provide targeted emergency preparedness support for vulnerable groups, including people with disability, carers, older people, and residents experiencing social or financial disadvantage.	Partner	Work in Progress		Promoted bushfire safety plans and emergency preparedness information/education on Over 55's social media and the Village Connect database. ARC Justice relationship established to support those with insurance support needs after a large emergency, DFFH confirmed a location of a 'cooler space' for their own housing clients in Gisborne during heatwaves. Partnered with Omnia Health to deliver training in PCEP delivery and began discussions with Omnia in preparation for immediate relief and recovery activation via DFFH after an emergency.	Manager Community Strengthening	30 June 2026	On track

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ACTION	COUNCIL ROLE	STATUS	ACTION COMPLETION DATE	PROGRESS COMMENTS	KEY CONTACT	ACTION DUE DATE	LIKLIHOOD OF COMPLETION BY DUE DATE
<b>Our Performance - We are accountable, trusted and collaborative</b>							
<b>Objective 5.1 Our community experiences customer interactions that are positive, meaningful and accessible and help to shape our organisation's priorities.</b>							
<b>Priority 5.1.1 Partner with aligned external organisations, businesses and groups to deliver community outcomes.</b>							
5.1.1.1 Commence development of a comprehensive stakeholder map for community and businesses, identifying stakeholders and detailing their interactions with the Council. Overlay this map with our strategic priorities to better understand and support their needs.	Implement	Work in Progress		A first draft of a stakeholder map has been completed.	Manager Economic Development and Visitor Economy	1 March 2026	On track
<b>Priority 5.1.2 Provide staff with practical tools, training and resources to respectfully and effectively engage externally with diverse community and partners.</b>							
5.1.2.1 Identify barriers and gaps in our current engagement to ensure customer interactions are positive, meaningful, and accessible.	Implement	Planning Phase		This project will be completed in tandem with work on renewing Council's Community Engagement Policy and is in its early stages only. Regular reviewing of on-hold messaging.	Manager Communications and Advocacy	30 June 2026	On track
<b>Priority 5.1.3 Provide transparent information to the community that improves trust and understanding, and is easy to find, access, use and interpret.</b>							
5.1.3.1 Streamline community-facing strategies, plans, and policies as they come up for renewal to ensure they deliver meaningful customer interactions, are easy to read, accessible, and link with other council documents.	Implement	Planning Phase		Planning for the development of the Policies, Plans and Strategies Framework has commenced and a draft procedure to guide updates of policies, plans and strategies will be delivered by 30 June 2026, ahead of delivering the wider framework in 2026/27.	Manager Governance and Performance	30 June 2026	On track
5.1.3.2 Develop a business case for major overhaul of Council's internet and intranet to increase transparency for community and enhance usability for the organisation.	Develop	Completed	10-Nov-25	A business case was developed and submitted as a part of Council's internal Budget process. The business case focussed on a redesign of Council's website information architecture (IA) which is crucial to supporting other customer-focused projects underway and scheduled across the organisation, including the Business Friendly Council initiative. This project will implement a user-centred design that will improve usability, meet customer expectations and improve the overall customer experience.	Manager Communications and Advocacy	31 May 2026	On track
<b>Priority 5.1.4 Deliver streamlined service approaches and methods that make interacting and working with Council simple, inclusive, and accessible for community, businesses, and partners.</b>							
5.1.4.1 Collaborate with stakeholders to implement a business concierge model that improves customer interactions and ensures they are meaningful and accessible.	Partner / Implement	Work in Progress		A significant outcome of the Business Friendly Councils program is the application for funding for a Business Concierge role, in the 2026-2027 budget. Other actions developed during the program also lead to improved interaction with business customers as well as the broader customer cohort. A number of PD's for a Business Concierge role at other Council's have been researched/collected.	Manager Economic Development and Visitor Economy	30 March 2026	On track
5.1.4.2 Develop a new framework for customer and community engagement to increase quality, meaningful, and accessible interactions that shape our priorities.	Develop	Planning Phase		This project will be completed in tandem with work on renewing Council's Community Engagement Policy and is in its early stages only.	Manager Communications and Advocacy	30 June 2026	On track

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ACTION	COUNCIL ROLE	STATUS	ACTION COMPLETION DATE	PROGRESS COMMENTS	KEY CONTACT	ACTION DUE DATE	LIKLIHOOD OF COMPLETION BY DUE DATE
5.1.4.3 Complete the review of the planning delegations and implement the recommendations of the review along with streamlining and enhancing service delivery and operational efficiency and better align Council processes with best practice decision making for planning matters.	Implement	Nearing Completion		<p>Completed actions are:</p> <ul style="list-style-type: none"> <li>- The Delegations Policy and Procedure has been reviewed and the updated version endorsed by Council.</li> <li>- The call-in process has been retired, with the instrument of delegation updated to include the new criteria</li> <li>- The Planning Delegated Committee has been wound up</li> </ul> <p>Remaining actions:</p> <ul style="list-style-type: none"> <li>- Review the planning delegations process at the 6 month mark (February)</li> <li>- Finalise the Consultation Procedure (currently in draft form) as the final aspect of the new best practice consultation model</li> </ul>	Manager Statutory Planning	31 March 2026	On track
<b>Objective 5.2 Our organisation has a safe, healthy and fair culture that drives continuous improvement.</b>							
<b>Priority 5.2.1 Embed cultural competence, safety, access and inclusion across Council operations and services through enhanced staff capability and organisation-wide practices.</b>							
5.2.1.1 Implement actions from the Reconciliation Plan (RP) to foster a safer, fairer culture and drive continuous improvement.	Implement	Work in Progress		<p>Developed Working Group and drafted Terms of Reference to begin planning and delivering actions from the Reconciliation Plan. Exploring options for Cultural Awareness Training, Reconciliation Week, Sorry Day and NAIDOC Week initiatives. Terms of Reference drafted for Reconciliation Champions Network.</p> <p>Tracking system developed and reporting timeline drafted, with a comprehensive Communications Plan in development (including review of Reconciliation webpage and Intranet page). RWG first meeting scheduled for 5 February, ToR and Engagement Plan developed for RCN, review and update of organisational protocols underway (opportunity to extend to Community and/or Business protocols), regular engagement with First Nations organisations, investigation of Engagement Protocols has begun with options to formalise the process being explored.</p>	Manager Community Strengthening	2028 in line with Reconciliation Plan	On track
5.2.1.2 Review organisational maturity in cultural competence, safety, access and inclusion.	Analyse	Planning Phase		The review is due to commence in February 2026 with the Pulse Survey results due in March 2026	Manager People and Wellbeing	31 March 2026	On track
<b>Priority 5.2.2 Strengthen organisational knowledge through active sharing and continuous learning and improvement.</b>							
5.2.2.1 Develop a plan to demonstrate a culture of continuous improvement to the community.	Develop	Work in Progress		Lessons learnt from FY25 service reviews has been presented to executive team in December and will be presented to Council in March 2026. Draft continuous improvement framework development to follow.	Director Corporate	30 June 2026	On track

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ACTION	COUNCIL ROLE	STATUS	ACTION COMPLETION DATE	PROGRESS COMMENTS	KEY CONTACT	ACTION DUE DATE	LIKLIHOOD OF COMPLETION BY DUE DATE
5.2.2.2 Develop a shared delivery model across portfolios of services for delivery of Council priorities.	Develop	Work in Progress		New service catalogue has been drafted by senior leadership and reviewed by the executive team in December 2025. Planning for development of new service profiles and framework has commenced which will now form part of a larger Quality Assurance Framework. Development of service profiles to be completed in Q3/Q4.	Manager Governance and Performance	30 June 2026	On track
<b>Priority 5.2.3 Provide tools, targeted development, and training to support staff performance, safety and wellbeing.</b>							
5.2.3.1 Implement a safety and wellbeing training matrix across the Council to enhance compliance, support and continuous improvement.	Implement	Work in Progress		A draft training matrix has been developed which has initially identified core safety and wellbeing competencies based on individual roles. Next steps will involve the development of an implementation plan to ensure integration into existing processes and systems.	Manager People and Wellbeing	31 December 2026	On track
<b>Objective 5.3 Our organisation is efficient, collaborative and makes accountable, transparent decisions that serve the best interests of the whole community.</b>							
<b>Priority 5.3.1 Deliver consistent, reliable, services and operations across all areas of Council that respond to community needs and are financially sustainable.</b>							
5.3.1.1 Report on relevant community feedback and demonstrate delivery of efficiencies and innovations.	Deliver	Work in Progress		By resolution Council will consider a report at its March Council Meeting that notes what changes have been implemented or are proposed, including these in the 2026/27 budget process on the back of the 2024/25 Community Satisfaction Survey.	Manager Communications and Advocacy	31 March 2026	On track
5.3.1.2 Design and enhance a service review program to drive efficiency, reduce costs, and maximise community benefit.	Develop	Work in Progress		Lessons learnt from FY25 service reviews has been presented to executive team in December and will be presented to Council in March 2026. Planning for development of new service profiles and framework has commenced which will now form part of a larger Quality Assurance Framework. This framework is now expected for completion in the 2026/27 financial year.	Manager Governance and Performance	30 June 2026	Action Delayed
5.3.1.3 Develop a good governance review framework to ensure accountable and transparent decision-making.	Develop	Not Started		Not due to commence until Q3/Q4	Manager Governance and Performance	30 June 2027	On track
5.3.1.4 Develop a consistent service level profile and performance reporting approach.	Develop	Not Started		Work will commence in the second half of the financial year in relation to this action.	Manager Finance and Reporting	30/06/2026 Will be a multiple year project.	Action Delayed
<b>Priority 5.3.2 Collaborate effectivity across Council and enhance digital capacity to create smarter, more efficient, inclusive and accessible services and customer-focused ways of working.</b>							
5.3.2.1 Review Council's digital platforms to identify gaps and make recommendations to Council on improvements (to enhance efficiency, collaboration, innovation and transparency).	Analyse / Recommend	Work in Progress		<p>The Cyber Managed Service is now operational in production. Appliances have been installed in the Kyneton and Gisborne data centres and agents have been pushed out to all laptops and servers. The service is now being tuned which will take some months. We then intend to run a tabletop cyber security exercise with the vendors which will be completed in Q4.</p> <p>The Technology1 AMS has been implemented and we are currently finalising the health checks (7 health checks for 7 services). We have established an AMS Working Group who will come together when the health checks are finished to determine priority to implement recommendations which is expected to be completed in Q2 2026/27.</p>	Manager Digital Technology Services	28 February 2026	On track

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Reporting Period: 1 July to 31 December 2025

ACTION	COUNCIL ROLE	STATUS	ACTION COMPLETION DATE	PROGRESS COMMENTS	KEY CONTACT	ACTION DUE DATE	LIKLIHOOD OF COMPLETION BY DUE DATE
5.3.2.2 Implement process improvements to key processes, using new and existing technology, to improve consistency and the customer experience, including mapping the current state customer experience.	Implement	Planning Phase		Single Customer View has been implemented. We are now negotiating with the telephony provider to integrate to allow "pop ups" which is expected to be completed by Q4. Moving telephony to the cloud and mapping the customer experience has not started as yet, as we are waiting for the appointment of the Coordinator Business Improvement. These are now expected to be completed now by Q2 2026/27.	Manager Digital Technology Services	30 June 2026	Action Delayed
<b>Priority 5.3.3 Strengthen capability to build trusted relationships and engage proactively with community groups, including local Traditional Owner Groups, in meaningful and respectful ways that reflect the diversity of people and perspectives across the Macedon Ranges, to inform key decisions.</b>							
5.3.3.1 Design a program of staff training in inclusive and accessible engagement and stakeholder management to build confidence in working respectfully with people from diverse life experiences and backgrounds.	Develop	Not Started		Key deliverables will be dependant on the completion of Action 5.2.1.2. Once we have identified, gathered and identified existing data across agreed indicators, we will then develop and implement targeted training across the organisation.	Manager People and Wellbeing	31 December 2026	On track
<b>Priority 5.3.4 Collect, analyse and use evidence and data in decision-making, service design and delivery, evaluation and reporting.</b>							
5.3.4.1 Develop a data governance framework.	Develop	Not Started		Not due to commence until Q3/Q4	Manager Governance and Performance / Manager Digital Technology Services	30 June 2026	On track
<b>Priority 5.3.5 Manage organisational risks through clear, coordinated risk management that supports consistent, transparent and accountable decision-making.</b>							
5.3.5.1 Develop an enhanced contract management framework that integrates Council's risk management process.	Develop	Work in Progress		The development of the enhanced contract management framework is on track for completion by 30 June 2026. Engagement with internal stakeholders is currently underway to gather input that will inform improvements and ensure stronger integration with Council's risk management processes.	Manager Finance and Reporting	30/06/2026	On track
5.3.5.2 Develop enhanced reporting and training to deliver improved organisational maturity in risk management culture.	Develop	Planning Phase		An initial review of our existing risk registers, incident data and current reporting platforms has commenced with a view to improve our current BI dashboard reporting and internal reporting templates.	Manager People and Wellbeing	1 December 2026	On track
<b>Reporting on our measures of success to the community</b>							
<b>Council Plan action Traffic Light Progress Key</b>							
On track	On track - the action is progressing as planned and is highly likely to be completed by the due date.						
At Risk	Delayed - progress is behind schedule and there is a risk of not meeting the due date for the action.						
Action Delayed	Significant delay, on hold or cancelled - the action is significantly behind schedule, on hold or has been cancelled. It will not be completed by the due date.						