

Agenda

**Council Meeting
Wednesday 23 February 2022 at 7pm
Gisborne Administration Centre
40 Robertson Street, Gisborne**

Table of contents

1	Acknowledgement of Country	4
2	Recording of live streaming of this Council meeting	4
3	Present	4
4	Apologies	4
5	Conflicts of interest	4
6	Petitions	4
7	Deputations and presentations to Council	4
8	Adoption of minutes	4
9	Mayor's report	5
	9.1 Mayor's Report - February 2022.....	5
10	Record of meetings of Councillors and Council staff	9
	10.1 Record of Meetings of Councillors and Council Staff - December 2021 to February 2022.....	9
11	Director Planning and Environment reports	25
	PE.1 Agribusiness Forum.....	25
	PE.2 Domestic Animal Management Plan 2021-2025.....	30
12	Chief Executive Officer reports	46
	CX.1 Hanging Rock Strategic Plan Update.....	46
	CX.2 Chief Executive Officer Employment and Remuneration Committee - Appointment of Independent Advisor.....	51
	CX.3 Change of date - March 2022 Planning Delegated Committee Meeting.....	54
13	Director Corporate and Community reports	56
	COR.1 Quarterly Report for period ending 31 December 2021 and Mid-Year Budget Review.....	56
	COR.2 Contracts to be Awarded February 2022.....	60
14	Director Assets and Operations reports	62
	AO.1 Barringo Road and Hamilton Road Intersection Upgrade.....	62
	AO.2 Nature Strip Landscaping Policy 2021 - Review.....	73

AO.3 Public Toilet and Barbeque Strategy75

15 Notices of motion and rescission77

No. 40/2021-22: Notice of Motion - Kerbside reform77

16 Urgent business78

17 Confidential reports79

17.1 Contracts to be Awarded - C 21.1097 Banking and Bill Payment
Services.....79

1 ACKNOWLEDGEMENT OF COUNTRY

Council acknowledges that Macedon Ranges Shire is on Dja Dja Wurrung, Taungurung and Wurundjeri Woi Wurrung Countries. Council acknowledges that we are gathering today on the land of Wurundjeri Woi Wurrung peoples. Council pays its respects to their Elders past, present and emerging and the Elders from other communities who may be here today.

2 RECORDING OF LIVE STREAMING OF THIS COUNCIL MEETING

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

3 PRESENT**4 APOLOGIES****5 CONFLICTS OF INTEREST****6 PETITIONS****7 DEPUTATIONS AND PRESENTATIONS TO COUNCIL****7.1 RECOGNITION OF AUSTRALIA DAY HONOUR RECIPIENT****Summary**

In the 2022 Australia Day Honours Awards, Ms Gillian Metz was a recipient of the Australian Fire Service Medal of Australia (AFSM), in recognition of her outstanding service to the community.

Recommendation

That Council sends a letter to Ms Gillian Metz AFSM, in recognition of her Australia Day Honours Award.

8 ADOPTION OF MINUTES**Recommendation**

That Council confirms the minutes of the Scheduled Council Meeting of Macedon Ranges Shire Council held on 15 December 2021, as circulated.

9 MAYOR'S REPORT**9.1 MAYOR'S REPORT - FEBRUARY 2022****Summary**

This report provides an update from the Mayor on recent Council activities and initiatives of a shire-wide nature.

Recommendation

That Council receives and notes the Mayor's report.

Mayor's report

Welcome to the first scheduled meeting of Macedon Ranges Shire Council for 2022.

Unfortunately, due to ongoing COVID restrictions, we are still not able to have people attend in person, but will do so as soon as we can. We continue to livestream and record the meetings to ensure they remain accessible to all.

We have just launched our priority projects advocacy campaign to pitch for funding from state and federal governments and have invited sitting Members of Parliament and anyone who has identified themselves as a candidate for the elections to be held later this year to attend our briefing sessions, to discuss these and any other matters in the shire. We have also been speaking with state and federal politicians at all available opportunities for quite some time on the need for funding support. Our Advocacy Strategy is available on Council's website:

mrsc.vic.gov.au/About-Council/Projects-and-works/2022-Priority-Projects-Prospectus

These projects include requests for funding of stage two of the Macedon Regional Sports Precinct, with the stage one tender process nearing completion and construction anticipated to commence soon. A big thank you to all sporting clubs who continue to advocate with us on this major project for the shire.

Councillors have just commenced budget workshops following work from officers over the December/January period. Thank you to all community members who took the opportunity to provide us with information on projects of interest to them in December to assist us early on in our deliberations. Once the final draft budget is endorsed in April there will be further opportunities to provide input.

We are working hard on preparing for the Autumn Festival set to commence on 26 March. Check our website for what's planned and how you can get involved.

Councillors have enjoyed being able to attend more events and meet with community groups and individuals since restrictions have eased. We continue to encourage everyone to get their first immunisations if they have not already done so, and your booster when eligible. Ensure you practice safe distancing, hand hygiene and mask wearing as directed by the Victorian Government. Our businesses are ready and waiting to welcome locals and visitors back.

As we continue to clean up from the June storm, we have found some great ways to use some of the fallen timber. This has included donations to the Woodend Men's Shed for making into tables and nest boxes, and also the production of garden stakes to be used by us and by surrounding councils. We are working hard to ensure maximum amount of

expenditure is claimable under Natural Disaster Relief Arrangements, and our advocacy discussions with state agencies such as Bushfire Recovery Victoria, but we know there will be a funding gap, which we are working hard to minimise. We need to ensure our capability to fund any non-reimbursed expenses as well as provide ongoing essential services and infrastructure to the community. The mid-year budget review in this Council agenda outlines some of the challenges we are still facing due to storm recovery expenses.

I would also like to encourage people who are not currently volunteering somewhere within the shire to consider doing so. Many of our groups are calling out for new volunteers as activities recommence. Landcare groups, markets, sporting clubs, event organising committees. Some are regular commitments others are just a few times of giving a helping hand. Thank you to everyone who has been volunteering thus far and welcome to those who are new to it. Most of the events and announcements below would not occur if it wasn't for the efforts of volunteers throughout the shire, working with our council staff to get things done.

Below are some of the activities that have been undertaken since my last report in December:

Lancefield Development Plan overlay (DPO) online information session

Just prior to Christmas we were eventually able to fit in an online session with landholders in the Lancefield DPO 24 area. It had originally been scheduled to be face-to-face but due to COVID restrictions, we had to convert it to online. Thank you to everyone involved for their patience in the delay in this process. Meeting notes are now available on our website.

Community lunches

Councillors enjoyed attending community lunches prior to Christmas held in Lancefield, Kyneton and Woodend. Thank you to all the businesses and volunteers who supported these.

Australia Day Celebrations

Communities across the shire gathered together to mark Australia Day with a range of special events. Councillors were pleased to celebrate the achievements and contributions of some of our well-deserving residents at the Australia Day Awards Ceremony, held at the Kyneton Town Hall. Like all of those in attendance, we were inspired by the significant achievements and voluntary contributions of this year's award recipients.

Prior to this special event, three residents made a formal pledge to become Australian citizens. It was great to finally be able to do this face-to-face with the Kyneton Municipal Band. The online citizenship ceremonies just weren't the same without them.

As part of the ceremony, we were privileged to have Richard Rozen OAM speak as our guest Australia Day Ambassador. Richard escaped the German invasion of Poland and his story of what he had to endure and overcome and of religious persecution all made us appreciate how lucky we are to live where we do and not to take our freedoms for granted.

Community Satisfaction Survey

Four hundred residents will be asked to participate in the annual Community Satisfaction Survey via telephone until mid-March. The independent survey is being conducted on behalf of councils across Victoria and has been designed to assess the performance of Macedon Ranges Shire Council across a range of measures, to identify ways to provide improvement or more effective service delivery to residents. The results will be benchmarked against the state-wide average of other municipalities, as well as other large rural shires.

Riddells Creek Leisure Centre

A funding announcement of \$230,000 was recently made by Mary-Anne Thomas MP, State Member for Macedon, for the expansion of the Riddells Creek Leisure Centre through the Growing Suburbs Fund. The funding allows for the multi-purpose room to be expanded to include a kitchenette, additional storage and more functional space for a range of leisure programs. Construction is expected to commence in April 2022.

Woodend Community Centre

On 4 February, Mary Anne Thomas MP, as Minister for Regional Development, announced \$260,000 for our successful application to the Victorian Government's Investment Fast Track Fund towards the Woodend Community Centre. This, coupled with Council's allocation of \$65,000, should see the project fully scoped and ready for the next phase to apply for funding to commence building. A big thank you to community members who have worked hard to advocate for this project.

Opening of the Woodend Pétanque Piste

Crs West, Pearce and myself were treated to two rounds of pétanque with club members and guests to celebrate the official opening of the new piste of the Woodend Hanging Rock Pétanque Cub on Friday 4 February. The weather was perfect and great fun was had by all. Thank you to the club for making us feel welcome.

Scouting events

On Wednesday 9 February, Councillors were given the honour of sharing the awarding of Queen Scout Awards to Thomas Shaddock, Noah Camilleri-Seeber and Henry Wilcox of Macedon-Woodend Scout Group. It is always a pleasure to attend these special celebrations and even more remarkable that these have been completed throughout COVID lockdowns. Congratulations Noah, Henry and Thomas.

Friday 11 February saw the opening of the Riddells Creek Scout Group season at the Riddells Creek Lions Park. It was a great turnout and the new principal of Riddells Creek Primary School, Sally Curmi and I were presented with our scouting ambassador scarves.

Gardiner Reserve event

On 11 February, Councillors and officers joined Mary-Anne Thomas MP, State Member for Macedon, to officially acknowledge the completion of two projects – the upgrade of the female change rooms and the Female Friendly Precinct at Gardiner Reserve in Gisborne. The projects have delivered significant improved facilities at the reserve, which is home to five tenant clubs and is the busiest outdoor sporting reserve in the Macedon Ranges. Council has made significant investment at various facilities across the shire to make the necessary facility improvements to better cater for female participants.

Woodend Men's Shed open day

Most Councillors were able to pop into the Men's Shed open day to take a look at what they have been doing. More than 80 people attended and the event raised over \$1,000 from the sale of goods made. Thank you for the invitation to see all that you do.

Romsey Golf Club celebration

Last year Romsey Golf Club won the Club of the year in the Dalhousie District Golf Associations Awards. With COVID restrictions they have had to delay their celebrations, where they were also able to celebrate volunteer of the year from Trentham Golf Club.

Congratulations to the club. Another demonstration of the great volunteer work that goes on behind the scenes. It was wonderful to be able to have it recognised.

Current consultations

- **Water play facilities at our pools:** open until 24 February 2022
- **Gisborne Skate Park revamp:** closes 28 February 2022
- **Cool Changes Gisborne and Riddells Creek:** This is an opportunity to be part of a community-led planning project that will lead to local climate action.
- **Hanging Rock Master Plan:** The Department of Environment Land Water and Planning (DELWP) is consulting on the Draft Hanging Rock Precinct Master Plan. Submissions are due by 28 February. This is not a Council consultation and Council will not be providing a submission, as we are keen to hear what the community has to say and have discussions with DELWP following this consultation. We encourage anyone who has not yet provided a submission to go to engage.vic.gov.au/hanging-rock-master-plan for more information.

10 RECORD OF MEETINGS OF COUNCILLORS AND COUNCIL STAFF**10.1 RECORD OF MEETINGS OF COUNCILLORS AND COUNCIL STAFF - DECEMBER 2021 TO FEBRUARY 2022****Attachments:** Record of Meetings involving Councillors and Council staff - December 2021 to February 2022 [↓](#)**Summary**

Rule 31(a) of Council's Governance Rules requires a written record of matters discussed at specified meetings of Councillors and Council staff to be reported to the next practicable scheduled Council Meeting and recorded in the minutes of that meeting. This report provides a summary of meetings of Councillors and Council staff held since the last Council Meeting on 15 December 2021.

Recommendation

That Council receives and notes the record of meetings of Councillors and Council staff from December 2021 to February 2022, as attached to this report.



Record of Meeting involving Councillors and Council staff

Meeting	Councillor Briefing		
Date	14-Dec-2021	Time	9.30am
Location	Gisborne Administration Centre		
Responsible officer completing this form	Allison Watt, Coordinator Governance		

Councillors present		<i>List all Councillors in attendance</i>	
Cr Jennifer Anderson (Mayor)	A	Cr Mark Ridgeway	A
Cr Dominic Bonanno	A	Cr Annette Death	A
Cr Rob Guthrie (Deputy Mayor)	A	Cr Anne Moore	A
Cr Geoff Neil	A	Cr Janet Pearce	A
Cr Bill West	A	<i>A = attended Z = via Zoom N = did not attend</i>	

Officers present		<i>List all staff in attendance</i>	
Bernie O'Sullivan, Chief Executive Officer			A
Stephen Pykett, Acting Director Planning and Environment			A
Shane Walden, Director Assets and Operations			A
Gina Lyons, Interim Director Corporate and Community			A
Carmen Lawrence, Interim Executive Manager People, Culture and Performance			A
Allison Watt, Coordinator Governance			A
Travis Harling, Manager Finance and Reporting			A
Rob Ball, Manager Strategic Planning and Environment			A
Leanne Khan, Coordinator Strategic Planning			Z
Jack Wiltshire, Strategic Planner			A
Isobel Maginn, Senior Strategic Planner			A
Simon Finlay, Manager Open Space and Recreation			A
Scott Gilchrist, Coordinator Open Space			A
			-
			-
			-
			-
			-
			-
			-
			-
			-



Disclosure of conflicts of interest

Name		Title	
Nature of conflict <i>(provide full details of interest as disclosed by Councillor / officer)</i>			
Did they leave the meeting? Yes <input type="checkbox"/> No <input type="checkbox"/>		Time departed	
		Time returned	

Name		Title	
Nature of conflict <i>(provide full details of interest as disclosed by Councillor / officer)</i>			
Did they leave the meeting? Yes <input type="checkbox"/> No <input type="checkbox"/>		Time departed	
		Time returned	

Name		Title	
Nature of conflict <i>(provide full details of interest as disclosed by Councillor / officer)</i>			
Did they leave the meeting? Yes <input type="checkbox"/> No <input type="checkbox"/>		Time departed	
		Time returned	

Office use

1. The responsible officer must complete this form at any meeting, other than a meeting of Council or a delegated committee, as specified in Rule 31 of the Governance Rules.
2. Once completed, the responsible officer must forward this form to the Coordinator Governance within two days of the meeting.



Disclosure of conflicts of interest

Name		Title	
Nature of conflict <i>(provide full details of interest as disclosed by Councillor / officer)</i>			
Did they leave the meeting? Yes <input type="checkbox"/> No <input type="checkbox"/>		Time departed	
		Time returned	

Name		Title	
Nature of conflict <i>(provide full details of interest as disclosed by Councillor / officer)</i>			
Did they leave the meeting? Yes <input type="checkbox"/> No <input type="checkbox"/>		Time departed	
		Time returned	

Name		Title	
Nature of conflict <i>(provide full details of interest as disclosed by Councillor / officer)</i>			
Did they leave the meeting? Yes <input type="checkbox"/> No <input type="checkbox"/>		Time departed	
		Time returned	

Office use

1. The responsible officer must complete this form at any meeting, other than a meeting of Council or a delegated committee, as specified in Rule 31 of the Governance Rules.
2. Once completed, the responsible officer must forward this form to the Coordinator Governance within two days of the meeting.



Record of Meeting involving Councillors and Council staff

Meeting	Councillor Briefing		
Date	01-Feb-2022	Time	10am
Location	Gisborne Administration Centre		
Responsible officer completing this form	Allison Watt, Coordinator Governance		

Councillors present <i>List all Councillors in attendance</i>			
Cr Jennifer Anderson (Mayor)	A	Cr Mark Ridgeway	Z
Cr Dominic Bonanno	A	Cr Annette Death	A
Cr Rob Guthrie (Deputy Mayor)	A	Cr Anne Moore	Z
Cr Geoff Neil	A	Cr Janet Pearce	A
Cr Bill West	A	<i>A = attended Z = via Zoom N = did not attend</i>	

Officers present <i>List all staff in attendance</i>	
Bernie O'Sullivan, Chief Executive Officer	A
Stephen Pykett, Acting Director Planning and Environment	A
Simon Finlay, Acting Director Assets and Operations	A
Gina Lyons, Interim Director Corporate and Community	A
Carmen Lawrence, Interim Executive Manager People, Culture and Performance	A
Allison Watt, Coordinator Governance	A
Travis Harling, Manager Finance and Reporting	A
Sean Morley, Coordinator Accounting	Z
Meaghan McNamara, Manager Major Projects Office	Z
Cam McFarlane, Coordinator Asset Management	Z
Bob Elkington, Coordinator Economic Development	Z
Danni Findlay, Business Development Officer	Z
Althea Jalbert, Coordinator Local Laws	A
Evert Grobbelaar, Manager Statutory Planning	A
Christo Crafford, Coordinator Statutory Planning	A
Awais Sadiq, Coordinator Statutory Planning	A
	-
	-
	-
	-
	-
	-



Disclosure of conflicts of interest

Name	Geoff Neil	Title	Councillor
Nature of conflict <i>(provide full details of interest as disclosed by Councillor / officer)</i>			
Cr Neil wanted it noted that he is a customer of one of the banks which submitted a tender			
Did they leave the meeting? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Time departed	
		Time returned	

Name	Rob Guthrie	Title	Councillor
Nature of conflict <i>(provide full details of interest as disclosed by Councillor / officer)</i>			
Cr Guthrie wanted it noted that he is a customer of one of the banks which submitted a tender			
Did they leave the meeting? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Time departed	
		Time returned	

Name		Title	
Nature of conflict <i>(provide full details of interest as disclosed by Councillor / officer)</i>			
Did they leave the meeting? Yes <input type="checkbox"/> No <input type="checkbox"/>		Time departed	
		Time returned	

Office use

1. The responsible officer must complete this form at any meeting, other than a meeting of Council or a delegated committee, as specified in Rule 31 of the Governance Rules.
2. Once completed, the responsible officer must forward this form to the Coordinator Governance within two days of the meeting.



Record of Meeting involving Councillors and Council staff

Meeting	Councillor Briefing		
Date	08-Feb-2022	Time	10am
Location	Gisborne Administration Centre		
Responsible officer completing this form	Allison Watt, Coordinator Governance		

Councillors present <i>List all Councillors in attendance</i>			
Cr Jennifer Anderson (Mayor)	A	Cr Mark Ridgeway	N
Cr Dominic Bonanno	N	Cr Annette Death	A
Cr Rob Guthrie (Deputy Mayor)	A	Cr Anne Moore	Z
Cr Geoff Neil	A	Cr Janet Pearce	A
Cr Bill West	A	<i>A = attended Z = via Zoom N = did not attend</i>	

Officers present <i>List all staff in attendance</i>	
Bernie O'Sullivan, Chief Executive Officer	A
Stephen Pykett, Acting Director Planning and Environment	A
Simon Finlay, Acting Director Assets and Operations	A
Gina Lyons, Interim Director Corporate and Community	A
Carmen Lawrence, Interim Executive Manager People, Culture and Performance	A
Allison Watt, Coordinator Governance	A
Rob Ball, Manager Strategic Planning and Environment	A
Leanne Khan, Coordinator Strategic Planning	A
Isobel Maginn, Senior Strategic Planner	A
Lousie Dewberry, Senior Strategic Planner	A
Jack Wiltshire, Strategic Planner	Z
Allie Jalbert, Coordinator Local Laws	A
Evert Grobbelaar, Manager Statutory Planning	A
Awais Sadiq, Coordinator Statutory Planning	A
	-
	-
	-
	-
	-
	-
	-
	-



Others present	<i>List all other persons in attendance</i>
Fran Wrigley (Macedon Ranges Friends of East Timor)	A
Warwick Potter (Macedon Ranges Friends of East Timor)	A
Paul Buxton (Plan2Place)	Z
Kellie Marks (Plan2Place)	Z
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-
	-

Matters considered	<i>List all items</i>
Open Space Strategy - upcoming consultation	
Lancefield Community Meeting	
Macedon Ranges Friends of East Timor	
Romsey Councillor Reference Group	
Kyneton UDF	
Workforce Plan	
Hanging Rock Draft Master Plan	
Planning Matters:	
- PLN/2021/388 -915 Tylden Woodend Road, Tylden	
- PLN/2015/263 –87 Govans Lane, New Gisborne, Gisborne Market	
Agenda Review for 23 February Council Meeting	
Verbal update on capital works projects	



Disclosure of conflicts of interest

Name		Title	
Nature of conflict <i>(provide full details of interest as disclosed by Councillor / officer)</i>			
Did they leave the meeting? Yes <input type="checkbox"/> No <input type="checkbox"/>		Time departed	
		Time returned	

Name		Title	
Nature of conflict <i>(provide full details of interest as disclosed by Councillor / officer)</i>			
Did they leave the meeting? Yes <input type="checkbox"/> No <input type="checkbox"/>		Time departed	
		Time returned	

Name		Title	
Nature of conflict <i>(provide full details of interest as disclosed by Councillor / officer)</i>			
Did they leave the meeting? Yes <input type="checkbox"/> No <input type="checkbox"/>		Time departed	
		Time returned	

Office use

1. The responsible officer must complete this form at any meeting, other than a meeting of Council or a delegated committee, as specified in Rule 31 of the Governance Rules.
2. Once completed, the responsible officer must forward this form to the Coordinator Governance within two days of the meeting.



Record of Meeting involving Councillors and Council staff

Meeting	Councillor Briefing		
Date	15-Feb-2022	Time	10am
Location	Gisborne Administration Centre		
Responsible officer completing this form	Allison Watt, Coordinator Governance		

Councillors present <i>List all Councillors in attendance</i>			
Cr Jennifer Anderson (Mayor)	A	Cr Mark Ridgeway	A
Cr Dominic Bonanno	A	Cr Annette Death	A
Cr Rob Guthrie (Deputy Mayor)	A	Cr Anne Moore	N
Cr Geoff Neil	A	Cr Janet Pearce	A
Cr Bill West	A	<i>A = attended Z = via Zoom N = did not attend</i>	

Officers present <i>List all staff in attendance</i>	
Bernie O'Sullivan, Chief Executive Officer	A
Stephen Pykett, Acting Director Planning and Environment	A
Shane Walden, Director Assets and Operations	A
Gina Lyons, Interim Director Corporate and Community	A
Carmen Lawrence, Interim Executive Manager People, Culture and Performance	A
Allison Watt, Coordinator Governance	A
Rob Ball, Manager Strategic Planning and Environment	A
Travis Harling, Manager Finance and Reporting	A
Sean Morley, Coordinator Accounting	A
Hayley Drummond, Coordinator Property and Valuations	A
Lisa Kennedy, Coordinator Rates and Debtors	A
Evert Grobbelaar, Manager Statutory Planning	A
Isobel Maginn, Senior Strategic Planner	A
Daniel Hill, Graduate Planner	A
Emma Orchard, Manager Childrens, Youth and Family Services	A
Alycia O'Sullivan, Coordinator Early Years' Services	A
	-
	-
	-
	-
	-
	-



Disclosure of conflicts of interest

Name		Title	
Nature of conflict <i>(provide full details of interest as disclosed by Councillor / officer)</i>			
Did they leave the meeting? Yes <input type="checkbox"/> No <input type="checkbox"/>		Time departed	
		Time returned	

Name		Title	
Nature of conflict <i>(provide full details of interest as disclosed by Councillor / officer)</i>			
Did they leave the meeting? Yes <input type="checkbox"/> No <input type="checkbox"/>		Time departed	
		Time returned	

Name		Title	
Nature of conflict <i>(provide full details of interest as disclosed by Councillor / officer)</i>			
Did they leave the meeting? Yes <input type="checkbox"/> No <input type="checkbox"/>		Time departed	
		Time returned	

Office use

1. The responsible officer must complete this form at any meeting, other than a meeting of Council or a delegated committee, as specified in Rule 31 of the Governance Rules.
2. Once completed, the responsible officer must forward this form to the Coordinator Governance within two days of the meeting.

11 DIRECTOR PLANNING AND ENVIRONMENT REPORTS

PE.1	AGRIBUSINESS FORUM
Officer:	Danielle Findlay, Acting Coordinator Economic Development
Council Plan relationship:	3. Business and tourism
Attachments:	Nil

Summary

The Macedon Ranges Agribusiness Forum (the Forum) was formed in 2013 as an advisory committee to Council. As a result of changes in the group with regard to membership and the level of involvement from the current membership base, it is unlikely the Forum can continue as a functioning committee of Council. An option for the Forum to consider, should stakeholder engagement revitalise, is for it to re-form as a sector based committee/peak body, independent of Council.

Recommendation**That Council**

- 1. Dissolves the Macedon Ranges Agribusiness Forum as a Committee of Council, and;**
 - (a) Thanks members, and those who responded to an Expression of Interest in December 2020, for their interest, involvement and achievements during the Forum's tenure;**
 - (b) Notes that Council officers will continue to deliver on the Agribusiness outcomes and initiatives that are embedded in the Macedon Ranges Economic Development Strategy 2021– 2031;**
 - (c) Encourages Macedon Ranges Agribusinesses to form an independent group and continue to provide valuable input as a sector based representative body.**

Background

The Macedon Ranges Agribusiness Forum was formed in 2013 in response to recommendations from the Macedon Ranges Agribusiness Plan 2013-2018 (the Plan).

Notably, the Forum have:

- actively supported, promoted and been involved with Council's 'Healthy Landscapes for Healthy Livestock' program which received the Premier's Regional Recognition Award at the 2021 Premier's Sustainability Awards;
- supported the development of and provided assistance to the 'This Farm Needs a Farmer' program;
- provided input into relevant strategies and plans on behalf of the industry, including but not limited to Macedon Ranges Planning Protection, Macedon Ranges Economic Development Strategy 2021-2031 and Rural Land Use Strategy;

- advocated for support of local industry sectors by encouraging economic vitality through tourism, agribusiness, buy local and local employment options; and
- responded to state government enquiries for Intensive Animal Industries and Food and Fibre.

While the original Agribusiness Plan - which outlined annual actions for delivery by the group - has expired, actions pertaining to the agribusiness sector are now embedded in the Macedon Ranges Economic Development Strategy 2021-2031 (EDS) following its endorsement at the October 2021 Scheduled Council Meeting.

It was identified during a review of the Forum's Terms of Reference in 2020, and in light of three members resigning during that year, that the membership of the Forum needed to be expanded. A Membership Expression of Interest was initiated on 16 December 2020 with a total of six applications received up to the closing date of 5 February 2021. It should be noted that none of these applications have progressed to becoming members of the Forum to date, nor have the reviewed Terms of Reference been adopted for the Forum.

Officers have met with Councillors to discuss the future of the Forum at multiple Councillor Briefings during 2020, 2021 and 2022.

The purpose of these discussions was to explore whether the Agribusiness Forum should:

- continue as a fully supported advisory committee to Council – which was the intended current model of the Forum;
- become a sector based committee/peak body completely independent of Council; or
- investigate a middle ground option.

No formal decisions on the Forum's future were made at the Briefings. Instead, Forum members were encouraged to discuss where they see the future/place of the Forum following an Extraordinary Meeting of the Forum, Councillors and Officers on 30 August 2021.

Post the 30 August 2021 Extraordinary Meeting, the Chair of the Forum resigned and the Deputy assumed the role of Acting Chair. Feedback from the Forum received on 10 January 2022 noted that despite multiple attempts for the Forum to come together, there was little or no interest in these meetings and advice received on behalf of the Forum acknowledged that it may not be viable to pursue at this point in time.

Discussion

Officers met Councillors to discuss the Agribusiness Forum at Councillor Briefing on 6 April 2021, 4 May 2021, 14 September 2021 and 1 February 2022. A presentation was made by the Chair and Deputy Chair to Councillors at a Councillor Briefing on 20 July 2021, to provide background, context and advice on the current state of the Forum.

If the Forum was to continue as a committee of Council, further work to clarify the group's aims and purpose would need to be undertaken as part of a review process. This review would include:

- the forum's Terms of Reference;
- membership make up, application and assignment process;
- Councillor and Council Officer involvement and level of support; and
- the role and method of appointment of office bearers.

As an independent group, the Forum would be similar to the Business and Tourism Association (BATA) model (such as the Romsey BATA) and local industry sector peak bodies (such as Tourism Macedon Ranges) that currently interact with Council on a regular basis. The Forum has been involved intermittently in the Business and Tourism and industry peak bodies meetings that have been underway for the past 18 months.

If an independent committee model was preferred, it was recommended that Council provide support during a transition period to assist the group to move to this new way of operating. This support would be in the form of secretariat services and provision of a meeting place, with additional online meeting options supported if required.

A positive relationship between Forum members, Councillors and officers has been cultivated for some time. Management of expectations and maintenance of these positive relationships is an important factor that must be considered as we work through this process. A commitment from Council to carry out previously agreed actions, such as embedding Agribusiness initiatives and outcomes in the EDS, are vital to ensure that there is a demonstrated commitment to the sector.

Consultation and engagement

The following timeline outlines the consultation process with the Forum to reach this recommendation:

Date	Action	Notes
Monday 16 August 2021 7pm-8.30pm	Extraordinary Agribusiness Forum meeting	No officer or Councillor attendance – Forum members only for robust discussion on where the Forum sees its future/place
Monday 30 August 2021 7pm-8.30pm	Extraordinary Agribusiness Forum meeting Discussion on Forum's future and place	Forum, Councillors and officers in attendance

The Acting Chair, convened a meeting of the current Forum members on 27 September 2021. In October 2021 the group requested more time to determine the way forward. Officers reached out to the Acting Chair again in December 2021. At that time no position had been established by the Forum.

The following was provided on 10 January 2022:

- the Acting Chair used the contact list to get in touch with as many people as possible;
- the Acting Chair felt that via these phone calls there seemed to be some interest in having a meeting to discuss the future of the Forum;
- a Zoom meeting was scheduled that only one person attended (in addition to the Acting Chair); and
- the Acting Chair found that there was little interest shown from anyone she had contacted to take a leadership role and that everyone seemed too busy to get involved or allocate time at this point.

In conversation with Council's Economic Development Officers, the Acting Chair reflected that:

1. perhaps the Forum had run its race;
2. the COVID-19 situation had taken a toll;
3. while Zoom meetings were efficient, they lacked the personal touch/interaction that may be needed by that Forum; and
4. it may be best to acknowledge the positive achievements of the Forum and move on.

Collaboration

Collaboration with other councils, governments and/or statutory bodies was not required in relation to this report.

Innovation and continuous improvement

The decision to formally dissolve the Forum as a committee of Council presents the opportunity for a group to operate under a model similar to a Business and Tourism Association (BATA) and other local industry sector peak bodies that currently interact with Council on a regular basis.

The Forum has been involved in the Business and Tourism and industry peak bodies meetings that have been underway for the past 18 months and would be invited to continue to be involved should it re-form as an independent sector based body.

Relevant law

This proposal does not have any direct or indirect human rights implications nor any legislative implications or risks.

Relevant regional, state and national plans and policies

There are no regional, state or national plans or policies applicable to the subject matter of this report.

Relevant Council plans and policies

The establishment and operation of the Agribusiness Forum is linked to the Council Plan Strategic Objective *Business and tourism*.

Agribusiness, and the associated actions for the Agribusiness sector in the shire, is a key component of the Macedon Ranges Economic Development Strategy 2021 – 2031 (the EDS) which was endorsed at the October 2021 Scheduled Council meeting.

Financial viability

The 2021/22 Business as Usual (BAU) budget allocation for the Forum would be re-assigned to support delivery of the implementation plan actions outlined in the EDS for the agribusiness sector. No further BAU budget would be sought to support the Forum in forthcoming financial years.

Sustainability implications

Actions pertaining to agribusiness in the Macedon Ranges Shire are embedded in the EDS and members of the current Forum are encouraged to form a sector based committee/peak body independent of Council. As an independent group, the Forum would operate under a similar model to other business focussed organisations that currently interact with Council

on a regular basis. A reinvigorated Agribusiness Forum (or similar) would continue to be invited to be involved in the quarterly Business and Tourism and industry peak bodies meetings. Maintenance of existing relationships with members of the Forum and Council would be positively encouraged. The Victorian Farmers Federation (VFF) is also actively involved in the Macedon Ranges Shire and are available to provide additional support for local agribusiness.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

PE.2	DOMESTIC ANIMAL MANAGEMENT PLAN 2021-2025
Officer:	Althea Jalbert, Coordinator Local Laws
Council Plan relationship:	2. Healthy environment, healthy people 1. Connecting communities
Attachments:	1. Domestic Animal Management Plan 2021-2025 (under separate cover) 2. Consultation Summary ↓

Summary

Council is undertaking the development of a new Domestic Animal Management Plan 2021-2025. This report presents a summary of feedback from the two stages of community consultation, and the finalised Domestic Animal Management Plan 2021-2025 for adoption.

Recommendation

That Council

1. **Adopts the Domestic Animal Management Plan 2021-2025, as attached;**
2. **Submits the Domestic Animal Management Plan 2021-2025 to the Secretary of the Department of Jobs, Precincts and Regions by 31 March 2022.**

Background

In accordance with the *Domestic Animals Act 1994*, it is a statutory requirement for all Victorian councils to prepare and implement a domestic animal management plan every four years. The plan must be adopted by Council and submitted to the Secretary of the Department of Jobs, Precincts and Regions by 31 March 2022.

At the Scheduled Council Meeting on 24 November 2021, it was resolved that Council:

1. *Endorses the draft Domestic Animal Management Plan 2021-2025 for the purpose of community consultation;*
2. *Undertakes community engagement and consultation in accordance with the Local Government Act 2020 and Council's Community Engagement Policy;*
3. *Notes that following community consultation, officers will report back to a Scheduled Council Meeting with a summary of community feedback and finalised plan for adoption.*

Community engagement and consultation in accordance with the Local Government Act 2020 and Council's Community Engagement Policy was finalised, with feedback considered in drafting the final Domestic Animal Management Plan 2021-2025, now presented to Council for adoption.

Discussion

The draft Domestic Animal Management Plan (DAMP) 2021-2025 builds on the 2017-2021 plan in providing a framework for the delivery, planning, development and evaluation of animal management strategies, programs and services to increase responsible pet ownership in the shire.

In developing the final DAMP 2021-2025, officers considered the community's feedback provided through two stages of consultation. Officers have also considered industry trends, Local Laws operational trends, internal cross-department feedback and other Council priorities to inform the plan.

The DAMP 2021-2025 outlines high level priorities focussing on community education, promoting Council's animal services, supporting owners to comply with legal responsibilities, providing opportunities for affordable cat desexing, and investigating viable opportunities to improve dog provisions in public open space. Additionally, the DAMP 2021-2025 includes an activity for Council to review the designated off leash and prohibited areas set out in schedules one and two of the *Dog and Cat Order 2019*, as committed to when the order was adopted.

To address some community feedback advocating to extend Council's sunset to sunrise cat curfew to 24 hours, the DAMP 2021-2025 also includes an activity to further explore this option to inform Council's next Domestic Animal Management Plan 2026-2030.

Consultation and engagement

Public consultation for the development of the next Domestic Animal Management Plan 2021-2025 was conducted over two stages.

Stage one of the community consultation was conducted from 21 September to 18 October 2021. During stage one, Council sought input from the community, industry groups, special interest groups and key stakeholders, to help inform actions and priorities to be included in the draft plan. A summary of feedback from stage one consultation was presented to Council at the 24 November 2021 Scheduled Council Meeting.

Stage two of the community consultation presented the draft Domestic Animal Management Plan 2021-2025 for the community to provide further feedback before the final plan is presented to Council for adoption. Feedback was sought through written submissions, via an online survey, and through phone contact.

Stage two of public consultation for the Draft DAMP was open for over six weeks from 26 November 2021 to Tuesday 4 January 2022. Council received feedback from 40 respondents during stage two.

For both stages of consultation, an extensive communication and engagement plan was delivered across Council's digital and print media channels – website, social media and internal all staff briefing, in local newspaper Council columns and Council community newsletters, and posters were distributed in various locations across the shire.

Through both stages of community consultation, a range of themes summarised below emerged as priorities from the community feedback:

- A want for improved dog friendly infrastructure in open space – securely fenced off leash area options, more 'poo' bag dispensers and bins for off leash areas and heavily used dog walking paths, better signage and dog drink stations.
- Strong support for dedicated, purpose built and well-designed off leash dog parks.
- The most prevalent concern with dogs is 'poo' not picked up in public places, with many comments about improving education, signs and availability of bag dispensers to address this.
- Some owners are not adhering to leash requirements or do not have effective control of dogs, with calls for increased education and enforcement.

- Select comments about the suitability of specified existing designated off leash areas with requests to review some areas, and requests for additional off leash areas to keep up with growth.
- Moderate levels of compliance with the existing sunset to sunrise cat curfew, with many calling for greater education / enforcement, some calling for moving to 24 hour containment requirements and some calling for there not to be any cat curfew.
- Ongoing concerns about the impact of cats on wildlife and the environment, and recognition that cats are sometimes relied upon to help control rodents and vermin.
- Strong support for Council offering subsidised low cost cat desexing, to reduce the number of unwanted cats and better protect the environment.
- Support for Council incentives to improve registration and encourage responsible pet ownership.
- Concerns about a perceived lack of localised services for lost pets – vets not able to return pets directly, no local pound/shelter (pound provider being in North Melbourne).

These themes helped shape the DAMP 2021-2025 objectives and activities in the relevant area of focus, with some themes crossing over into more than one focus area.

Collaboration

Collaboration was not required with other councils, government, and/or statutory bodies in relation to this report.

Innovation and continuous improvement

In developing the draft DAMP, officers researched initiatives of other Victorian councils in their DAMPs. Officers also considered dog and cat welfare strategies highlighted as priorities through state government, industry and welfare groups' policies, related to local council animal management responsibilities.

Relevant law

In accordance with Section 68A of the *Domestic Animals Act 1994* (the Act), all Victorian councils must prepare and implement a four year Domestic Animal Management Plan to guide decision making regarding animal management for dogs and cats.

The plan must outline programs, services and strategies to:

- Provide training for Authorised Officers to ensure they can administer and enforce requirements of the Act;
- Promote and encourage responsible pet ownership of dogs and cats;
- Ensure that people comply with the Act, regulations and legislation;
- Minimise the risk of attacks by dogs on people and animals;
- Address over-population and high euthanasia rates for dogs and cats;
- Encourage the registration and identification of dogs and cats;
- Minimise the potential for dogs and cats to create a nuisance; and
- Effectively identify all dangerous, menacing and restricted breed dogs and ensure these dogs are kept in compliance with the Act and regulations.

Relevant regional, state and national plans and policies

The Victorian Animal Welfare Action Plan is the Victorian Government's vision for continuously improving animal welfare, with priorities that have helped inform the draft DAMP 2021-2025.

Relevant Council plans and policies

The draft DAMP 2021-2025 considers Council's Community Vision and the Council Plan 2021-2031, to ensure alignment with Council's strategic objectives.

Financial viability

Most activities in the plan are achievable through operational budgets. Some activities will require additional resources to be achieved, and will be subject to annual budget approvals. Pet registration income helps to offset Council's costs in delivering animal services.

Sustainability implications

There are no sustainability issues identified related to the release of the draft DAMP 2021-2025.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.



DAMP Stage two consultation

Cat and dog survey summary



Contents

Introduction	2
Feedback Summary	3
Key Themes.....	3
Respondent information.....	4
Demographics for survey respondents	4
Postcode and number of respondents.....	4
Summary of dog and cat survey questions.....	5
Summary of written submissions	11

Introduction

In Victoria, all councils must develop a new domestic animal management plan (DAMP/The Plan) every four years to set out services, programs, and initiatives that promote responsible ownership of dogs and cats in the community.

The public consultation for the development of the next Domestic Animal Management Plan 2021-2025 was planned over two stages.

Stage one of the community consultation was conducted from 21 September to 18 October 2021. During stage one, Council sought input from the community, industry groups, special interest groups, and key stakeholders to help inform actions and priorities to be included in the draft plan. *See the DAMP stage one consultation summary report presented at the 24 November 2021 Ordinary Council Meeting.*

Stage two of the community consultation presented the draft *Domestic Animal Management Plan 2021-2025* for the community to provide further feedback before a final plan is presented to Council for adoption. Feedback was sought through written submissions, via an online survey, and through phone contact.

Stage two of public consultation for the Draft DAMP was open for over six weeks from 26 November 2021 to Tuesday 4 January 2022. Council received feedback during stage two from 40 respondents.

For both stages of consultation, an extensive communication and engagement plan was delivered across Council's digital channels – website, social media and internal all staff briefing, in local newspaper Council columns and Council community newsletters.

The Local Laws team also installed posters at high traffic off lead areas and walking paths, delivered flyers to community hubs, and engaged via email, in person and over the phone with local schools, kindergartens, early childhood centres, animal trainers, cafes, pet stores and vets.



Feedback Summary

Key Themes

In the second stage of consultation, a range of themes that had emerged as priorities from the community in the first stage of consultation were reiterated, as summarised below:

- A want for improved dog friendly infrastructure in open space – securely fenced off leash area options, more poo bag dispensers and bins for off leash areas and heavily used dog walking paths, better signage, and dog drink stations.
- Strong support for dedicated purpose built off leash dog parks.
- A common concern with dogs is poo not picked up in public places.
- Some owners do not adhere to leash requirements or do not have effective control of dogs.
- Select comments about the suitability of specified existing designated off leash areas and requests for additional off leash areas.
- Only moderate levels of compliance with the sunset to sunrise cat curfew.
- Ongoing concerns about the impact of cats on wildlife and the environment.
- Support for Council offering subsidised low cost cat desexing to reduce the number of unwanted cats and better protect the environment.
- Concerns about a perceived lack of localised services for lost pets – vets not able to return pets directly, no local pound/shelter (pound provider being in North Melbourne).

In the second stage of consultation, further themes that emerged as priorities for the community that were not as prevalent in the first stage of consultation are summarised below:

- Some advocacy for the existing sunrise to sunset cat curfew to be extended to a 24/7 curfew, some advocacy for the existing cat curfew to be enforced more rigorously and some advocacy for the existing cat curfew to be removed altogether.
- Want for more detail in the DAMP outlining commitments for proposed locations of fenced dog off leash areas and/or dedicated dog parks.

Respondent information

There were 32 survey respondents, including online and hard copy submissions. The surveys provided quantitative and qualitative feedback options. There were an additional eight separate written submissions from individuals, community groups, and animal advocacy groups.

Demographics for survey respondents

Over 60% of respondents were in the 45-64yo age brackets and over 60% of respondents were female. The overwhelming majority of respondents live within the Macedon Ranges Shire.

Postcode and number of respondents

Ward	Postcode	Suburb	Number of respondents
East	3430	Clarkefield	1
East	3431	Riddells Creek	2
East	3434	Romsey	2
East	3435	Lancefield	1
South	3437	Bullengarook, Gisborne, Gisborne South	8
South	3440	Macedon	1
West	3442	Newham, Woodend	7
West	3444	Baynton, Kyneton	7
East	3756	Darraweit Guim	1
n/a	Other	Outside of MRSC	1

Summary of dog and cat survey questions

This section provides a quantitative summary of key dog and cat survey questions.

Q1 Training of authorised officers - Section five: outlines our plans to ensure Local Laws officers have the skills necessary to support the community and effectively perform their regulatory role. (10 answered, 22 skipped)

Most respondents indicated that staff training was important and were broadly supportive of the plans as described with one dissenting comment indicating that funds spent on training should be kept to a minimum. Notable comments reflected upon the following:

- a desire for more punitive enforcement of the Local Law in cases of irresponsible pet ownership;
- the importance of reuniting lost pets with their owners utilising the most appropriate and modern technology available;
- a desire for additional staff resourcing to support faster response times by Local Laws officers;
- a request for a more comprehensive after hours response – particularly in regard to responding to cat curfew violations;
- a request for training sessions for the general public on responsible pet ownership and to provide insight into other welfare issues that affect pets such as heat stress and snake interaction;
- the need for infrastructure such as more dog off leash parks

Q2 Registration and identification - Section six: outlines our plans to partner with other agencies and organisations to increase Council registration and identification of dogs and cats. (15 answered, 17 skipped)

Overall commentary suggested that pet registration was either too expensive or did not provide enough benefit to pet owners which would infer that this was an obstacle to pet registration. Notable comments reflected upon the following:

- the importance of continuing the first year free registration program for cats;
- a suggestion that incentivising dog owners to have their pets attend obedience and training courses by offering discounted registration would be of benefit;
- a suggestion that juvenile pets should be able to be registered free of charge. The cost of having to register a pet as an entire animal prior to the age that it can be safely de-sexed was proposed as being inhibitory to the registration process;
- support for the use of technology to reunite lost animals with owners such as social media channels and pet facial recognition;
- support for the “free ride home” initiative to reunite lost pets with their owners, noting that an additional benefit of this program would improve perception of Council services;

- a request that all cats within the Shire should be de-sexed and microchipped to protect native wildlife;
- a call for horses to be included in the registration process, specifically to manage horse numbers on smaller properties for welfare purposes and to reduce nuisance to neighbours.

Q3 Responsible pet ownership and reducing nuisance: about cats - Section seven: objective one outlines our plans to improve cat care and welfare to reduce nuisances and environmental impacts caused by cats. (17 answered, 15 skipped)

Respondents were strongly supportive of reducing the impact of domestic cats on native wildlife. The majority of responses indicated support for a cat curfew, with a subset of these suggesting that the existing order was insufficient advocating for cats to be contained on a 24/7 basis. A number of respondents commented that insufficient action was being taken to enforce compliance with the current cat curfew order.

A proportion of respondents commented that confining cats further would lead to a significant increase in pest animals such as rats, mice and rabbits which would be detrimental, particularly to farmers. Another suggested that the cat order should differentiate between cats that are in townships as opposed to cats that are on rural properties. It was also observed that keeping domestic cats indoors was difficult for some owners. Notable comments reflected upon the following:

- concern regarding the number of domestic cats being observed in violation of the cat curfew and the apparent lax response by Council in addressing this;
- a suggestion that Council should consider subsidising the cost of de-sexing cats for those who may otherwise not be able to afford this, and for farm cats that may be kept for vermin control purposes rather than as pets;
- a need for education around the cat curfew itself to alleviate confusion between the curfew order and the coexisting requirement not to allow a cat to trespass or create a nuisance on a neighbour's property;
- a promotion of the use cat runs, day pens and other anti-predation devices to protect native wildlife;
- concern that the plan does not take into account the positive benefits of cat ownership such as the aforementioned vermin control and also their value as companion animals; particularly to single people and to the elderly;
- a suggestion the number of cats causing damage to native wildlife in the Shire is underrepresented and not being effectively responded to and that a more punitive approach be taken with irresponsible cat owners;
- a suggestion that cats help control mice and vermin reducing the need to use of toxic baits that kill birds of prey.

Q4 Responsible pet ownership and reducing nuisance: about Dogs - Section seven: objective two outlines our plans to balance the needs of dog owners and the community to ensure community wellbeing, amenity and safety are enhanced. (20 answered, 12 skipped)

The response to this part of the plan indicated a number of community concerns. Dog faeces in public areas and a lack of maintained poo bag stations to address this matter was a commonly raised, as was neighbourhood nuisance caused by barking dogs and the time taken to resolve these cases. The need for fenced dog off-leash areas was also prominent in the commentary, as was the need for signage – both in areas where dogs must be kept on leash and in areas where they are allowed off leash. Notable comments reflected upon the following:

- concern that this aspect of the DAMP only considers dog owners and not the needs of the wider public;
- a request for designated facilities for where dogs may be left unattended so that owner's may walk their dogs while still being able to attend shops and cafes;
- concern that dedicated dog off leash parks are not being developed at a pace in line with town growth;
- disappointment the plan does not include commitments to build secured dogs off leash areas / dog parks, and support for action on this;
- a request to review the locations of existing dog off leash areas, and specific comments about the need to review areas where pony and horse clubs also operate due to the inconvenience experienced by equine owners when dogs harass their animals;
- concerns regarding lack of compliance by dog owners allowing their dogs off leash in non-designated areas and suggestions of a more punitive approach to address this;
- a request for more Council officer patrols to enforce compliance with dog off leash rules.

Q5 Dog attacks - Section eight: outlines our plans to minimise the incidence of dog attacks in the community. (10 answered, 22 skipped)

This aspect of the survey was not widely responded to, however comments that were received recognised that dog attacks occurring within the Shire are unacceptable and advocated a no tolerance approach. Notable comments reflected upon the following:

- a need for a strong enforcement policy to address offences;
- concern that the wider dog owning community should not be penalised for the sake of a small number of irresponsible owners;
- a reminder that this is a critical aspect of the DAMP to protect children and the elderly;
- acknowledgement that the number of these type of incidents is trending downwards.

Q6 Dangerous, menacing and restricted breed dogs - Section nine: outlines our plans to ensure declared dogs are compliant to relevant legislation and regulations. (6 answered, 26 skipped)

This was the least responded to section within the survey, however overall sentiment was supportive of the plan. Comments that were received suggested support for either a no tolerance approach for dangerous dog breeds within the Shire or alternatively that strong monitoring of owners with dangerous dogs is required.

Q7 Over population and high euthanasia - Section ten: outlines our plans to reduce the number of unwanted cats and dogs in the community by reducing incoming numbers and improving reclaim and adoption outcomes. (13 answered, 19 skipped)

Commentary surrounding this aspect of the plan was mixed. Recurrent themes raised were the need for de-sexing of pets and a reiterated call for Council subsidy to support this and support for a no tolerance approach to puppy farms and illegal breeders. The location of Council pound services being in Melbourne rather than local was also commented upon. Notable comments reflected upon the following:

- concern that the cost involved for owners to reclaim their pets is a disincentive to do so;
- a suggestion that euthanasia of pets would be reduced if there were requirements in place to ensure that people entering into pet ownership were prepared for the responsibility;
- concern that reclaimed pets having to be collected from Melbourne rather than locally was a deterrent to doing so, and that more should be done utilising the Council website, social media and other channels to reunite pets with owners before they are sent to the city;
- the benefits of offering low-cost de-sexing and working with rescue services.

Q8 Domestic animal businesses - Section eleven: outlines our plans to ensure all domestic animal businesses are compliant with relevant legislation and codes of practice. (11 answered, 21 skipped)

Feedback on this aspect of the plan was mixed with most responses tending towards support and noting that compliance should be rigorously enforced with routine inspections, while a smaller number of comments suggested that Council make it easier for animal businesses to operate or to defer the responsibility to the State Government. Notable comments reflected upon the following:

- the need for puppy farms to be addressed in this aspect of the plan;
- consideration of neighbours and amenity when assessing domestic animal businesses.

Q9 Supporting the community in emergencies - Section twelve: outlines our plans to support community members who in times of need require assistance in providing care for their pets. (11 answered, 21 skipped)

Commentary around this aspect of the plan was overwhelmingly supportive with a particular emphasis placed upon the need during bushfire events. Specific notes suggested that Council should publicise this initiative more extensively.

Q10 Promoting Council's animal services - Section thirteen: outlines our plans to improve public education and communications about responsible animal ownership and animal services. (9 answered, 23 skipped)

Most respondents indicated support for more education initiatives around responsible animal ownership, with one dissenting comment noted. Notable comments reflected upon the following:

- a call for more education and enforcement of the cat curfew;
- a suggestion that Council should engage more actively with local dog clubs, trainers and pet psychologists and offer discounted registration fees to owners that complete training programs that better socialize their pets;
- a need for better education for new residents when they relocate to the Shire to ensure that their pets are registered and that they better understand community expectation around matters such as dog barking nuisance;
- support for Council engagement with the community in forums such as workshops and seminars.

Q11 Do you have any other ideas or feedback about what you like, or where you think there are any gaps or room for improvement to help refine the draft plan? (20 answered, 12 skipped)

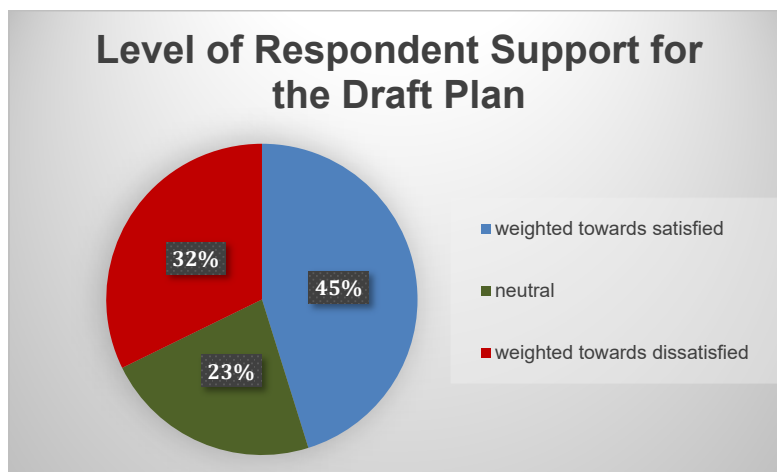
This section of the survey sought open responses which were collated as follows:

- a request for pet registration to be free of charge;
- a suggestion that Council positively recognise responsible pet owners, such as cat owners that keep their pet indoors at all times by waiving registration fees for these pets;
- a comment suggesting that new pet registrations incorporate an education component as to make people aware of their responsibilities as a pet owner;
- a call for more comprehensive enforcement of the present cat curfew and stronger penalties for non-compliance;
- a call for the cat curfew to be expanded to a 24/7 model;
- a call for the cat curfew to not being extended beyond what it is now and for for community tolerance in regard to cats that may wander beyond their property boundary during the daytime;
- a concern that the plan does not include the positive impact that cats have on the environment in terms of vermin control and a request to include horses in the plan;

- a suggestion that more needs to be done to deter irresponsible dog owners, particularly in regard to owners not cleaning up after their dog.
- a request for better signage identifying dog off leash areas, fencing of these areas and the need for signage advising dog owners that they need to clean up after their dog;
- a call suggesting that fenced designated dog off leash areas be more highly prioritised by Council;
- a comment requesting more and better located designated dog off leash areas;
- 3 specific comments raised concerns that the Rollinson Reserve in Kyneton is a designated dog off leash area. Horse owners and Riding Clubs use this area and comments suggests that interaction between these two species under these circumstances is untenable;
- a concern that there is no ability for an owner to tie up a dog and leave it unattended while the owner enters a commercial premises;
- a request for designated safe places for dogs to swim for fitness purposes and encouragement for more group walks with designated dog trainers;
- a request that the plan incorporate the positive aspects of pet ownership and have a focus on the contribution that pets can make;

Q12 Using any number from 0 to 10, where 0 is not very satisfied and 10 is very satisfied, what number would you use to rate your support and satisfaction with the draft plan? (31 answered, 1 skipped)

Overall more respondents were satisfied with the plan than dissatisfied.



Summary of separate written submissions

A common theme amongst written submissions is that of dedicated dog parks, and or a review of current dog off leash areas and the provisions, or lack of, in those outdoor spaces. This theme has come from our residents, individuals and groups within the Shire, such as the Kyneton Barkly Barkers, Animal Care Australia and Positive Paws.

In addition to providing comment about the need for dedicated dog parks, Animal Care Australia has voiced concern for the need to review and improve procedures, training and consistency regarding processes for planning and approval of relevant animal permits (especially for dog breeders). They also promote education over enforcement and encourage registration incentives and support the sunset to sunrise cat curfew.

In addition to advocating purpose built dog parks, Positive Paws is a proponent of focusing on more on education and less on compliance whilst also advocating the community benefits of pet ownership.

A written submission from a community member focussed on protecting the natural environment from the impact of cats and dogs. This included significant concerns over cat control and cat numbers, and suggested a review of the current cat curfew order requesting it be expanded to become a 24/7 model would be more effective and less confusing for cat owners. This submission also commented on the need for a review of off leash areas with community input, and assistance from Council's environment team. It was suggested that the prohibition of dogs and cats at Mount Gisborne Reserve had been successful so should be expanded to other PCRZ zoned conservation reserves to protect the environment, and that a ban on cat ownership within 200 metres of all bushland reserves would be appropriate. The submission also commented on the need to address unregistered animals, dog and cat poo, and called for more community consultation regarding dog off leash areas.

A written submission from another community member raised concern about dog poo in public spaces and suggested greater penalties for offenders and more rigorous Council enforcement.

12 CHIEF EXECUTIVE OFFICER REPORTS

CX.1	HANGING ROCK STRATEGIC PLAN UPDATE
Officer:	Debbie Peter, Executive Administration Officer
Council Plan relationship:	4. Delivering strong and reliable government
Attachments:	Attachment - Scheduled Council Meeting 2022-02-23 Hanging Rock Strategic Plan Update ↓

Summary

This report provides an update to Council on the Hanging Rock Ministerial Advisory Group, consistent with Council's resolution to receive reports provided by the group at the next available Council Meeting.

Recommendation**That Council:**

- 1. Receives and notes this report as an update from the Hanging Rock Ministerial Advisory Group.**
- 2. Requests that the CEO no longer provide quarterly reports from the Hanging Rock Interim Project Control Board to Council Meetings, as this information is now widely circulated and available to the public via the Department of Environment, Land, Water and Planning website.**

Background

At the Ordinary Council Meeting of 24 July 2019 it was resolved:

That Council:

- 1. Resolve to formally wind up the Hanging Rock Strategic Advisory Committee following the adoption of the Hanging Rock Strategic Plan 2018;*
- 2. Note that the Hanging Rock Interim Control Board (HRIPCB) led by the Department of Environment, Land, Water and Planning (DELWP) is progressing with the development of a 'Joint Management with Traditional Owners' governance model;*
- 3. Note that the Hanging Rock Interim Control Board has commenced development of a Communications Plan that will provide regular updates to the community on the progress of the implantation of the Hanging Rock Strategic Plan 2018;*
- 4. Write to the Department of Environment, Land, Water and Planning to request that opportunities for former HRSCA members are considered when planning for the development of a new governance model and implementation of the Hanging Rock Strategic Plan 2018 more broadly; and*
- 5. Request the Hanging Rock Interim Project Control Board provide Council with a quarterly report on their deliberations and progress, including who has been present at the meetings, how many meetings have been held, and what topics were discussed, that will be tabled and noted at the next available council meeting.*

Following the establishment of the Hanging Rock Project Control Group, a new Ministerial Advisory Group was appointed by the Minister for Energy, Environment and Climate Change. Since September 2020 the group has provided advice and recommendations to the Minister for appropriate long-term governance and management arrangements for the Hanging Rock precinct.

The Hanging Rock Ministerial Advisory Group includes three community representatives (who were appointed following a public expression of interest process), one representative from Taungurung, Wurundjeri Woi Wurrung and Dja Dja Wurrung peoples, along with the Chief Executive Officer of Macedon Ranges Shire Council and the Regional Director of Department of Environment, Land, Water and Planning (DELWP). An independent Chair was also appointed to oversee the establishment of governance and management arrangements and guide the group in providing recommendations to the Minister.

Discussion

Both Council and DELWP have dedicated web pages, indicating that both state and local governments are working together to safeguard the Hanging Rock precinct as a popular local and tourist destination.

Community updates are published on the DELWP website each quarter. Upon receipt, these community updates are currently presented to the next scheduled Council Meeting. The previous Hanging Rock Update, November 2021 was presented to the Council Meeting held on 15 December 2021.

The latest community Hanging Rock Strategic Update, January 2022 (as attached to this report) was released on 7 January 2022 and seeks feedback from the public on the Draft Hanging Rock Master Plan by 28 February 2022.

It is proposed that these quarterly updates no longer be presented to Council Meetings, as the information provided is widely circulated and available to the public via DELWP's website.

Consultation and engagement

The Draft Hanging Rock Master Plan is currently out for public comment, closing 28 February 2022. Feedback is being sought via an online survey, as well as at pop-up sessions at Hanging Rock and Woodend Farmers Market, and a drop-in information session being held at Woodend Library.

Collaboration

The subject matter of this report involves Council collaboration with DELWP, as well as representatives from the community and Taungurung, Wurundjeri Woi Wurrung and Dja Dja Wurrung peoples, who form the Hanging Rock Ministerial Advisory Group.

Innovation and continuous improvement

Council's involvement with the Hanging Rock Ministerial Advisory Group is reflective of its commitment to innovation and continuous improvement in relation to the strategic management of Hanging Rock.

Relevant law

There are no legislative implications or risk associated with Council noting this report.

Relevant regional, state and national plans and policies

The subject matter of this report and attachment relate to the implementation of the Hanging Rock Strategic Plan 2018.

Relevant Council plans and policies

The subject matter of this report is aligned with the Council Plan Strategic Objective: Deliver strong and reliable government.

Financial viability

There are no resource, IT or asset management implications associated with this report.

Sustainability implications

This report is provided for Council's information only. As such, there are no social or environmental issues that may be impacted by the outcome of this report.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

Hanging Rock Strategic Plan Update January 2022



Photo credit: A. Professor Wayne Quilliam

The Department of Environment, Land, Water and Planning (DELWP) continues to implement the Hanging Rock Strategic Plan (HRSP) in partnership with Macedon Ranges Shire Council (MRSC). While the HRSP Implementation Project is happening, MRSC continues to manage the day-to-day operations of the Hanging Rock precinct.

Tell us what you think - Draft Hanging Rock Master Plan out for public comment

The draft master plan sets the scene for how the Hanging Rock precinct will be protected and managed into the future, including finding ways to resolve some of the precinct's major challenges such as:

- Allowing for an increase in visitor numbers by making best use of the limited space available for activities such as picnicking.
- Safeguarding the site so increasing visitor numbers do not negatively impact the Rock and the surrounding environment.
- Establishing a definitive process for determining and booking activities and uses that happen on-site.
- Ensuring the precinct continues to be a meeting place for residents of, and visitors to, the area.
- Planning for future impacts of climate change.
- Relocating some activities to other locations within the Macedon Ranges Shire Council.



The draft master plan aims to address and resolve these issues together with Traditional Owners to ensure the important cultural stories are included throughout the precinct. In turn, this will shift the focus of the entire precinct, from a general park to a special place for site specific activities. The Plan will provide high level direction for site layout, access around the site and future site management considerations.

The draft master plan has been developed to help protect the Hanging Rock precinct and keep it a special place for all to visit into the future. Now tell us your ideas and opinions and if you think we've got it right.

OFFICIAL

Hanging Rock Strategic Plan Update January 2022

Complete survey online

via engage.vic.gov.au/hanging-rock-master-plan or scan the QR code below

Write a submission

submit via [Engage.vic.gov.au](https://engage.vic.gov.au); or
email to hangingrock@delwp.vic.gov.au; or
send to DELWP, PO Box 3100,
Bendigo Delivery Centre VIC 3554

Attend our pop-up session at

Hanging Rock (near the Café)
South Rock Road, Newham
26 January 9am - 1pm

Attend our pop-up stall at

Woodend Farmers Market
Cnr. Forest and High Streets, Woodend
5 February 2022, 9am - 1pm

Attend our drop-in information session

Woodend Library Meeting Hall
Cnr. High and Forest Streets, Woodend
9 February 2022, 3.00pm - 5.30pm
15 February 2022, 7.00pm - 8.30pm



Deadline for community comment is Monday 28 February 2022.

Contact us

For questions about this project or to sign up to receive updates, contact:

Jodi Cant – 5340 4444 or hanging.rock@delwp.vic.gov.au

For up-to-date information on the project: www.forestsandreserves.vic.gov.au/hanging-rock-project

For general enquiries about Hanging Rock:

For information about the day-to-day operations of Hanging Rock, contact Macedon Ranges Shire Council Customer Service - (03) 5422 0333 or mrsc@mrsc.vic.gov.au or

www.visitmacedonranges.com/see-do/the-great-outdoors/hanging-rock/

CX.2	CHIEF EXECUTIVE OFFICER EMPLOYMENT AND REMUNERATION COMMITTEE - APPOINTMENT OF INDEPENDENT ADVISOR
Officer:	Nathan Upson, Manager People and Wellbeing Operations
Council Plan relationship:	4. Delivering strong and reliable government
Attachments:	Appointment of Independent Advisor - Confidential

Summary

The Local Government Act (LGA) 2020, requires that Council establishes a Chief Executive Officer Employment and Remuneration Committee (the Committee) and that an Independent Advisor is appointed as one of the Committee members. This report details the recruitment process followed to select an Independent Advisor and recommends that Council endorse the appointment of the preferred candidate.

To protect the privacy of candidates, the recruitment panel's appointment recommendation is included as a confidential attachment to this report. The successful candidate's details will be made public once the appointment is approved by Council.

Recommendation

That Council

- 1. Approves the appointment of the Independent Advisor, as detailed in the confidential attachment to this report.**
- 2. Endorses the payment of the Independent Advisor of the Chief Executive Officer Employment and Remuneration Committee at the rate of \$400 per half day (four hour) meeting or \$100.00 per hour, noting these payments are to cover all costs relating to the member's participation and attendance at Committee meetings.**
- 3. Makes the appointment public once approved by Council.**

Background

Under section 45(2) of the LGA, Council is required to establish a Chief Executive Officer (CEO) Employment and Remuneration Committee (the Committee).

The Committee acts in an advisory capacity to Council; its role is to:

- guide the recruitment of the CEO, and the process for appointing a person to act as CEO, if required
- provide recommendations to Council on contractual conditions and the remuneration of the CEO
- develop the draft CEO Performance Plan
- assess the CEO's performance against the performance plan.

Membership of the Committee is:

- the Mayor (Chairperson)
- Councillors Guthrie and Death
- the Independent Advisor

The Independent Advisor will be a suitably qualified professional appointed via an external advertisement and merit-based selection process for the term, as specified in the Committee Terms of Reference (4 years). At the conclusion of the initial term of the Committee, the advisor may apply to be reappointed for a second term. The remuneration of the Independent Advisor will be based on a sitting fee per meeting, in line with the Victorian Government Appointment and Remuneration Guidelines 2020 for like committees.

Discussion

A recruitment process was conducted to fill the vacancy for the Independent Advisor, with the role advertised on Council's website and via Seek. Advertising commenced on 7 January 2022 and closed on 19 January 2022.

An interview panel was established with the following members:

Cr Jennifer Anderson	Councillor (Mayor)
Cr Rob Guthrie	Councillor (Deputy Mayor)
Nathan Upson (Chairperson)	Council Officer (Manager People and Wellbeing)

Nine applications were received and circulated to the interview panel members for shortlisting (selection of applicants to be interviewed). The panel evaluated all applicants, with three candidates selected for an interview. Interviews were conducted on Monday 31 January 2022. Each interview was conducted based on a series of standard questions designed to draw out candidates' experience and skills relevant to the role.

Consultation and engagement

Nil

Collaboration

Nil

Innovation and continuous improvement

Nil

Relevant law

Section 45 of the *Local Government Act 2020*.

Relevant regional, state and national plans and policies

Public Administration Act 2004, Victorian Public Sector Commission *Policy on Executive Remuneration in Public Entities 2020* and the Victorian Government *Appointment and Remuneration Guidelines 2020*.

Relevant Council plans and policies

CEO Employment and Remuneration Policy.

Financial viability

The operation of this Committee is within Council's operating budget.

Sustainability implications

Nil

Officer declaration of conflicts of interest

The Recruitment Conflict of Interest Declaration was completed for this recruitment process and signed off by the Interim Executive Manager People, Culture and Performance. The Declaration notes that whilst there may have been the potential for a perceived conflict of interest around one of the candidates this was mitigated by strict adherence to the recruitment and selection policy and procedure.

CX.3	CHANGE OF DATE - MARCH 2022 PLANNING DELEGATED COMMITTEE MEETING
Officer:	Alana Stevens, Governance Business Systems Support Officer
Council Plan relationship:	4. Delivering strong and reliable government
Attachments:	Nil

Summary

It is proposed that Council reschedule the March meeting of Planning Delegated Committee from Wednesday 9 March 2022 to Thursday 10 March 2022.

Recommendation

That Council reschedules the March meeting of the Planning Delegated Committee from Wednesday 9 March 2022 to Thursday 10 March 2022.

Background

There is an existing Council resolution scheduling the March Planning Delegated Committee meeting for Wednesday 9 March 2022. Due to other events across the shire on that day, which will be attended by a number of Councillors, it is proposed to reschedule the Planning Delegated Committee meeting to Thursday 10 March 2022.

Discussion

The Planning Delegated Committee was established on 23 June 2021 as a delegated committee of Council, in accordance with Section 63 of the Local Government Act 2020. The purpose of the committee is to hear from applicants/land owners and objectors/submitters on statutory and strategic planning matters, including planning applications, and to determine planning matters.

In accordance with Council's Governance Rules (sub-rule 10(a)) 'The dates, times and places of scheduled meetings will be fixed by the Council from time to time.'

Meetings of the Planning Delegated Committee have typically been held on the second Wednesday of each month at 7pm, except January, when no meeting is proposed to be held.

At the Scheduled Council Meeting held on 24 November 2021, Council adopted its meeting schedule for 2022, which included a Planning Delegated Committee meeting on Wednesday 9 March 2022 at 7pm.

There are a number of important events being held across the Shire on that day which will be attended by a number of Councillors, including the Zonta Club of Kyneton's 29th International Women's Day Dinner. It is therefore proposed to reschedule this meeting to Thursday 10 March 2022 to enable appropriate Councillor representation at these community events.

Since these meetings were scheduled by Council resolution, a Council resolution is required to reschedule them.

Consultation and engagement

No consultation or engagement was required due to the nature of this matter.

Collaboration

No collaboration was required due to the nature of this matter.

Innovation and continuous improvement

This matter is not the subject of any measures for innovation and continuous improvement.

Relevant law

Since these meetings were scheduled by a Council resolution, a Council resolution is required to reschedule them.

Relevant regional, state and national plans and policies

Not applicable.

Relevant Council plans and policies

Not applicable.

Financial viability

There are no impacts on financial viability.

Sustainability implications

No sustainability impacts have been identified.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

13 DIRECTOR CORPORATE AND COMMUNITY REPORTS

CC.1	QUARTERLY REPORT FOR PERIOD ENDING 31 DECEMBER 2021 AND MID-YEAR BUDGET REVIEW
Officer:	Travis Harling, Manager Finance and Reporting
Council Plan relationship:	4. Delivering strong and reliable government
Attachments:	Quarterly Report - Ending 31 December 2021 (under separate cover)

Summary

The Quarterly Report for the period ended 31 December 2021 is presented for Council's consideration and information. This report includes the following:

- Section 1 – Quarterly financial statements, including the mid-year budget position
- Section 2 – Capital works progress report
- Section 3 – Council plan actions – progress report
- Section 4 – Risk management report
- Section 5 – Implementation of Council resolutions
- Section 6 – People, Culture and Performance Report
- Section 7 – Governance schedule
- Section 8 – Councillor expenditure
- Section 9 – Councillor activities in the community

The report also provides a high-level summary of the organisation's performance to 31 December 2021.

Recommendation

That Council :

- 1. Notes the Quarterly Report for the period ended 31 December 2021; and**
- 2. Endorses the budget changes identified as part of the mid-year budget review.**

Background

The Quarterly Report is provided in accordance with Section 97 of the *Local Government Act 2020* (Vic) ensuring that a statement comparing budgeted and actual revenue and expenditures is presented at an open Council Meeting.

This quarterly report is the first quarterly report reporting on the actions of the most recently adopted Council Plan that links directly to the Community Vision adopted by Council in June 2021.

The themes from the Community Vision have been adopted as strategic objectives of the Council Plan providing a strong link to both the documents. Reporting on the actions of the Council Plan fall under the following strategic objectives.

- Connecting communities
- Healthy environment, healthy people
- Business and tourism
- Deliver strong and reliable government

Discussion**Section 1 and 2 - Financial performance to 31 December 2021**

The Income Statement reports an operating surplus of \$15.15m for the first six months of the 2021-22 financial year, which is \$15.78m unfavourable to budget. This is largely due to contractor costs incurred as a result of the June 2021 storm recovery. Capital expenditure totalled \$10.4m for the first two quarters, which was \$18.3m under budget.

Section 3 to 9 – Quarterly Report to 31 December 2021

Sections 3 to 9 of the report provide Council an update on the progress of completing various Council Plan actions for the 2021/22 financial year, and includes reports relating to People Culture and Performance and Risk Management. The report also includes a Governance Schedule and several other reports relating to Councillor Expenses and activities.

Mid-Year Budget Review

In January each year, a review of the actual financial performance for the first half of the year is undertaken and variances to the annual budget are identified. Generally there will be a range of budget variances both favourable and unfavourable as the budget is based on assumptions made prior to the commencement of the financial year.

The 2021/22 Mid-Year Budget Review (MYBR) has evaluated a number of variations that have occurred in the first 6 months, and those forecast to occur in the second half of the financial year.

COVID-19 has continued to constrain the ability of the organisation to operate pre Covid. Revenue remains lower than budget in some areas of Council due to closures and restricted trading as a result of Covid. Council is also incurring additional costs in continuing to provide services in a COVID-Safe way to the community. The additional costs include extra support to ensure facilities are cleaned to a higher standard and providing equipment and technology to ensure our staff are able to work effectively and safely. The costs of materials have also risen during the pandemic, Council is finding it more expensive to deliver construction projects.

The impact of COVID-19 has been absorbed into the MYBR, and offset by identified savings. Notably, the MYBR also includes higher transfer station processing costs (\$500,000) and operating costs linked to providing Aquatics and Leisure services (\$931,000), both areas of Council are unfavourable to budget.

The MYBR also recognises the need to carry forward several grants from the 2021/22 financial year and also recognise several items of annual expenditure that were not adopted in the 2021/22 budget.

As per Council resolution (July 2021 Council Meeting) three projects which were unable to be funded from the Community Funding Scheme have been considered as part of the Mid-year Budget Review, total of \$15,000. This includes \$9,014 for Lancefield Park Committee to complete a walking track, \$4,440 for Lancefield Neighbourhood House to create kiosk space, \$1,546 for Gisborne SES for lights.

Councillors have been briefed in detail on variances in the Operating and Capital budgets.

Overall the surplus projected in the MYBR, given the absorption of COVID-19 costs and funding of additional significant pressures is seen as a reasonable outcome for the budget.

The MYBR Cash result after Capital expenditure, Reserve Transfers and Loan adjustments reports a cash surplus of \$273,922. The surplus carry forward from 30 June 2021 was \$375,628.

Council staff will continue to work diligently during the remaining months of the financial year to improve the forecast cash surplus. This is required as Council staff are expecting a shortfall in reimbursements relating to the costs of the storm recovery event on 9 June 2021. The shortfall is not known at this stage. However, estimates indicate the shortfall could be several millions of dollars.

Consultation and engagement

Officers from across the organisation have contributed to the preparation of the Quarterly Report.

Collaboration

Collaboration with other councils, governments and/or statutory bodies was not required in relation the Quarterly Report.

Innovation and continuous improvement

The Quarterly Report forms part of a legislative requirement, which assists Council to deliver on its priority of strong and reliable government, whilst achieving its vision by following good governance processes and providing transparency to the community.

The Quarterly Report is reviewed by the Executive and incorporates feedback from various levels of management to enhance readability and allow for continuous improvement.

Relevant law

This report has been prepared in accordance with Section 97 of the *Local Government Act 2020 (Vic)* and is compliant with the requirements. The financial statements have been prepared in accordance with Australian Accounting Standards.

There are no human rights implications resulting from the completion of the Quarterly Report.

Relevant regional, state and national plans and policies

There are no regional, state or national plans or policies to be considered in relation to the subject matter of this report.

Relevant Council plans and policies

Sections 1 and 2 of the Quarterly Report, report on the financial status of Council with relation to the Council Budget. Section 3 of the Quarterly Report, reports Council's progress against each of the actions set out in the Council Plan.

Financial viability

The Quarterly Report provides information on Council's operating and financial performance for the quarter ending 31 December 2021. The financial statements within the report indicate that Council remains in a sound financial position.

Sustainability implications

In terms of financial sustainability, the financial statements within the report indicate that Council remains in a sound financial position.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

CC.2	CONTRACTS TO BE AWARDED FEBRUARY 2022
Officer:	Corinne Farley, Coordinator Contracts
Council Plan relationship:	4. Delivering strong and reliable government
Attachments:	Nil

Summary

This report provides details of contracts proposed to be awarded under a delegation from Council, from the date of the last report. Although this report recommends noting the power delegated to Council officers, Council has the power to:

- a) direct that the Chief Executive Officer (CEO) award the contract under the direct delegation from Council; or
- b) specifically delegate the power to the CEO.

Recommendation

That Council:

1. **Notes that the following contracts will be awarded by Council officers under delegated authority:**
 - (a) **C22.1148 Essential Safety Measures, Audit and Report**
 - (b) **C22.1152 Kyneton Museum Minor Works**

Background information

Council's delegated authority to its officers to award a contract is controlled by the financial value of the contract. The various financial limits of the authority are specified in Appendix 1 of the Procurement Policy.

Opportunity to review delegated authority

This report provides Council with a brief summary of proposed contracts which are being advertised and also indicates whether or not delegated authority to award the contract exists.

C22.1148 Essential Safety Measures, Audit and Report

This contract is to conduct quarterly and annual inspections and audits to monitor and report any essential safety measures to Council owned facilities. The contractor is required to use live reporting software with capability to allow council to view at any time during the contract. This is a three year contract with the option to extend for a further 2 x 1 years.

The CEO has delegated authority to award this contract.

C22.1152 Kyneton Museum Minor Works

This contract is for construction and plumbing services to successfully complete the replacement of the Kyneton Museum roof.

The CEO has delegated authority to award this contract.

Consultation and engagement

The nature of this report does not require any consultation or community engagement.

Collaboration

The nature of this report does not require collaboration with other councils, governments or statutory bodies.

Innovation and continuous improvement

Council reviews its Procurement Policy regularly, in accordance with the *Local Government Act 2020*. These reviews consider options for innovation and are part of continuous improvement processes.

Relevant Law

The *Local Government Act 2020* provides for Council to delegate powers to staff, including the power to award contracts.

Relevant regional, state and national plans and policies

There are no regional, state or national plans and policies that are relevant to the subject matter of this report.

Relevant Council plans and policies

The awarding of contracts is undertaken in accordance with the provisions of Council's Procurement Policy.

Financial viability

Funds for all contracts to be awarded, as listed above, have been provided in the 2021/2022 operational budget and future annual budgets.

Sustainability implications

Council's Procurement Policy requires staff to procure goods, services and works from suppliers who actively employ sustainable practices in their operations.

Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

14 DIRECTOR ASSETS AND OPERATIONS REPORTS

AO.1	BARRINGO ROAD AND HAMILTON ROAD INTERSECTION UPGRADE
Officer:	Julian Summers, Senior Project Officer
Council Plan relationship:	2. Healthy environment, healthy people
Attachments:	<ol style="list-style-type: none"> 1. Attachment 1 - Option 1 - Roundabout ↓ 2. Attachment 2 - Option 2 - Signalised Intersection ↓ 3. Attachment 3 - Option 3 - Roundabout ↓ 4. Confidential Attachment - Confidential

Summary

This report presents three design options considered to upgrade the Barringo Road and Hamilton Road intersection. This intersection will be a key gateway to the Macedon Ranges Regional Sports Precinct (MRRSP), and traffic will increase on completion of the Sports Precinct. Two primary schools are located nearby this intersection and cause traffic congestion during school drop-off and pick-up times. This report below summarises the key features and risks of the three options and recommends an intersection design solution.

Recommendation

That Council endorses the detailed design, tender and construction of a roundabout at the intersection of Barringo Road and Hamilton Road, New Gisborne in accordance with Option 3.

Background

The Gisborne Movement Network Study (2016) projected vehicle movements on Hamilton Road East and Hamilton Road West were likely to double by 2036, impacting the functionality of the Hamilton and Barringo Road intersection. The study recommends an intersection upgrade.

The Macedon Ranges Regional Sports Hub Feasibility Study (2018) identified that the addition of the sports precinct will add additional traffic to the area and recommended to “address the issues and opportunities associated with traffic around the Barringo and Hamilton Roads site identified in previous studies” and “that traffic flow around the proposed Regional Sports Hub site be managed such that local residents and users of the site are not unduly impacted”. The study also identified any future development may further increase intersection traffic.

The MRRSP scope includes treatment and construction of the intersection. Previous concept and schematic designs have displayed a roundabout as the design solution for the intersection. As the design progressed, the design team conducted a study to consider the risk and options for the intersection to ensure the best long term outcome.

During Councillor Briefing sessions through June and July 2021, officers provided concept information on two design options for the intersection - one roundabout option and one signalised option. The signalised option was the preferred option of the MRRSP Project Board. This option is considered the safest option for pedestrians and cyclists of all ages,

requires the least amount of vegetation removal and allows for higher traffic movements whilst also being cheaper than the roundabout option – option 1. It provides a better long term solution when compared to a roundabout, avoiding the need for upgrade or replacement if traffic volumes increase significantly. However, the signalised option requires land transfers at two corners of the intersection, whereas the roundabout option requires a land transfer at only one corner of the intersection. Both options include the realignment of Hamilton Road to avoid loss of potentially high significance vegetation.

At its 28 July 2021 Scheduled Meeting, Council resolved:

That Council:

1. *Notes a change in the officer report originally provided, specifically changing the reference to the stated resolution of the June 2021 Scheduled Council Meeting on Page 4 of the confidential section of the agenda. The resolution should read as below:*
 1. *Approves the detailed design scope for Stage 1 of the Macedon Ranges Regional Sports Precinct, noting potential value management decisions on reducing the Sports Hub and Pavilion roof height, the signalisation of Hamilton and Barringo Roads and delayed delivery of the spectator mound.*
 2. *Notes that, pending further appropriate consultation, potential value management decisions are required, including reducing the Sports Hub and Pavilion roof height, the signalisation of Hamilton and Barringo Roads and the delayed delivery of the spectator mound.*
 3. *Approve the finalisation of the Stage 1 design and tendering of the project for construction.*
 4. *Directs the CEO to continue to advocate for Federal Government and other agencies for Stage 2 funding.*
 5. *Directs the CEO to prepare and execute a funding agreement with Sport and Recreation Victoria and ALF Victoria.*
 6. *Notes that these decisions commit council funding in future budget considerations in the 2022/23 financial year.*
2. *Endorses discussions with the neighbouring landowners at the south-east and south-west corners of the intersection before community consultation begins.*
3. *Endorses the presentation of both the signalised design solution and roundabout design solution for the Barringo and Hamilton Roads intersection for community consultation.*
4. *Notes that the final design decision on the intersection treatment will return to a future Scheduled Council meeting for consideration.*
5. *Makes Council's decision public once appropriate discussions have occurred with affected land owners.*

The community engagement process on both design solutions took place in September 2021. The engagement process (outlined on page 6) identified that the community had a strong preference for a roundabout whilst also concerned about safety and functionality.

The project team reviewed the feedback and worked with the design consultant to identify a safer roundabout design solution for pedestrians and cyclists. Further, updated advice was received from the environmental consultant, noting that following investigations, the vegetation on the northeast corner of the intersection, was not high-value vegetation as first thought. Detailed site investigations found that, while the area does contain some native vegetation, the moderately high coverage of weeds reduces the value. The project will

address the removal of any significant native vegetation species in the area and offset them with new plantings on the site. The outcomes from the community consultation process and updated environmental information allowed the project team to develop an alternate roundabout design option – Option 3 for the Barringo Road and Hamilton Road intersection. The revised roundabout design provides a safer solution for pedestrians and cyclists when compared to the original roundabout design and avoids the need for land transfers.

At the December 2021 Councillor Briefing, Officers updated Councillors on the community engagement process. Officers presented a revised roundabout concept design option responding to the community consultation outcomes and assessed this against the existing preferred signalised option.

Discussion

The project team seeks Council endorsement of a design solution for the Barringo and Hamilton Road intersection upgrade to progress detailed design. The aim is to commence construction in late 2022. Construction will depend on transferring any required land and receipt of authority approvals. The project team is mindful that delays in a design decision will likely increase costs and may cause deferral of construction of the upgraded intersection until the completion of stage 1 of the sports precinct.

The project team has worked with the design consultant to review the various constraints and opportunities to finalise three options for the intersection. The design options for the Barringo Road and Hamilton Road upgrade are:

- Option 1 – Roundabout (attachment 1)
- Option 2 – Signalised Intersection (attachment 2)
- Option 3 – Roundabout (attachment 3)

As discussed above, Option 3 was developed after the community engagement process and receiving updated environmental advice on the vegetation quality in the impacted area. As Option 3 – Roundabout has the most significant impact on vegetation, this option has been submitted as part of the planning permit application. If required, officers will amend the planning permit to suit the endorsed intersection design option.

Each option is summarised below, including key features, design considerations, and critical risks, the attachments provide further detail. The designs displayed in the attachments are conceptual, and some design changes may be required as part of the detailed design process and further investigations.

Option 1 – Roundabout (Attachment 1)

Key features, design considerations and requirements are summarised below:

- Realignment required of Hamilton Road
- One land transfer will be required
- A transfer between Council's land titles and road reserve would be required
- Medium level impacts to vegetation at the northeast corner, noting vegetation of significance removed will be offset within the Sports Precinct.
- There are limited footpath and gathering spaces for pedestrians
- One power pole needs to be relocated
- May require the relocation of several other services (NBN, gas and water)

- Offset pedestrian crossing to be provided on west section of Hamilton Road and the northern section of Barringo Road (connecting the Sports Precinct sites). The type of crossing (e.g. signalised, zebra, wombat, etc), to be determined by the project's design team/traffic consultant.
- This option is the highest cost option of the three to construct – refer to confidential attachment on financial viability.

Key risks include:

- This option provides the least functionality and safety for pedestrians and cyclists, noting it is expected that many of these will be children.
- Land transfer agreement is required with a private property owner. This will add time and costs to the delivery of the project, including costs for legal, surveying, title amendments and land purchase. This option will not be viable if an agreement is not made with this land owner.
- Planning permit application required to remove the vegetation – to be mitigated by replanting offsets.

Option 2 – Signalised Intersection (Attachment 2)

Key features, design considerations and requirements are summarised below:

- Realignment required of Hamilton Road
- Two land transfer agreements with land owners are required for this option to be viable
- A transfer between Council's land titles and road reserve will be required
- Provides the least impacts to vegetation at the north east corner
- Has the smallest footprint
- Provides signalised crossings at the intersection, which is considered the safest for children, cyclists and people with a disability
- Three power poles may need relocation
- May require the relocation of other services (NBN, gas and water)
- Long-term solution – in some instances roundabouts have been replaced with signalised intersections when traffic volumes become very high
- Estimated to be the mid-cost option to construct – refer to confidential attachment on financial viability.

Key risks include:

- Land transfers agreements required with two property owners. This will add time and costs to the delivery of the project, including costs for legal, surveying, title amendments and land purchase. If an agreement cannot be made with both land owners, this option will not be viable.

Option 3 – Roundabout Alternate Design (Attachment 3)

This option was developed as an alternative to options 1 and 2 to address key feedback from the community engagement process.

Key features, design considerations and requirements are summarised below:

- Maintain curvature approach on the east and west approaches of Hamilton Road to encourage vehicles to slow down, potentially making the intersection safer for cyclist and pedestrians
- A transfer of Council's land titles and road reserve will be required
- Greatest level of impacts to vegetation at the north east corner, noting vegetation of significance removed will be offset within the Sports Precinct.
- Provides a gathering/holding space for pedestrians on the south-west corner of the intersection
- Offset pedestrian crossing provided on the west approach of Hamilton Road and the northern approach of Barringo Road. The type of crossing (e.g. signalised, zebra, wombat, etc), to be determined by the project's design team/traffic consultant.
- Requires relocation of one power pole
- May require the relocation of other services (NBN, gas and water), however, this is expected to be of less impact than options 1 and 2. Services impact will be investigated as part of the detailed design.
- This option is estimated to be the lowest cost option to construct – refer to confidential attachment on financial viability.

Key risks include:

- Planning permit application required to remove the vegetation – to be mitigated by replanting offsets.

Summary of options

The table below summarises the options and rates (H=High, M=Medium, L=Low) each option on key categories in the above discussion.

	Option 1 - Roundabout	Option 2 – Signalised Intersection	Option 3 – Roundabout alternative design
Estimated Construction Cost	H	M	L
Risk - Viability*	H	H	L
Risk – Safety**	H	L	M
Risk – Traffic Management (including road cyclists)	H	L	M
Risk – potential upgrade	M	L	M
Risk - Timing to Construction	M	H	L
Vegetation Impact	M	L	H

**in this instance, viability is determined by the success of the land transfer processes*

***in this instance, pedestrian and cyclist safety is the primary consideration*

All options are currently at a concept design level and require further investigations in the detailed design process. Changes to speed limits and the design of new crossings will require approval from the state government authority. Relocation of power poles, and other required services relocations, will require approval from the relevant authorities.

Through the consultation process the community has demonstrated a preference for a roundabout, however, it also identified that safety and functionality were the most important considerations for the community. The signalised intersection was originally recommended by Council officers, as it was estimated to cost less than the original roundabout option (option 1), and provided a safer crossing option for pedestrians, cyclists and people with a disability. In investigating a second roundabout option (option 3) opportunities to improve safety for pedestrians and cyclists and reduce costs were identified. Furthermore, the signalised option is now deemed to be a higher risk option as a result of the required land transfer processes. Based upon these considerations, the roundabout option (option 3), is the recommended design solution.

Consultation and engagement

Engagement with neighbouring landowners occurred before the main consultation period, and an ongoing dialogue has been established.

Community consultation occurred during from 3 September 2021 to 30 September 2021. Fact Sheets were hand-delivered to neighbouring residents/landowners/businesses, which detailed the design elements of both the roundabout and signalised option. The fact sheet and the “Have Your Say” survey and web page material went live on the Council website on 3 September 2021. Two hundred survey responses and eight written submissions were received.

Of the eight written submissions, one favoured the signalised option and seven favoured the roundabout. The common themes/comments included:

- A roundabout better suits the rural landscape
- Traffic lights will destroy the ambience of the rural area
- A pedestrian crossing(s) is required with a roundabout
- Traffic is only busy during school drop off times, so a roundabout should be able to meet traffic demands.

The survey consisted of 13 questions, a mix of multiple choice, ranking questions, and demographic questions. Of the 200 responses received, 85 respondents reside in New Gisborne and 48 live in Gisborne. 9.6% of survey respondents had a child/children that attend either Holy Cross Primary School and/or Gisborne Montessori School, and 72% answered “0” to how many people in your household utilise the Macedon Ranges Netball Association Netball Complex. The main reason people selected that they would pass through the Barringo Road/Hamilton Road intersection was due to being a local resident (77%).

Respondents were then asked to rank the key considerations that have been integrated into the design of the intersection. Some of the features listed were safety, functionality, affordability and future-proofing. 46.29% of respondents selected safety as the most important element within the intersection design, followed by traffic flow (18.78%), functionality (17.42%), environmental impact (12.07%), future-proofing (4.02%), spatial impact (3.93%) and affordability (least important 1.74%).

Respondents were asked which design option they preferred. 73% of respondents selected the roundabout as their preferred option, 21% preferred the signalised design, 5% preferred neither option, and 0.05% preferred not to say.

The community’s preferred intersection treatment firmly favoured a roundabout design. Residents have indicated that safety, improving traffic flow and functionality are key priorities, suggesting that pedestrians, cyclists and road users all need to be considered within the new design. The environment and surroundings of the semi-rural area also need to be considered.

Collaboration

Collaborated has occurred with various government departments and agencies and other organisations, including sporting associations, throughout the MRRSP project to date.

Innovation and continuous improvement

Commitment to continuous improvement and innovation is evident through scrutinising the original roundabout design and investigating additional options, such as the recommended signalised design. Following the strong community preference for a roundabout, design option 3 was developed that improves safety and reduces costs when compared to the original roundabout option (Option 1).

Relevant law

There are no direct legislative implications or risk associated with Council receiving this report. This report does not result in any direct or indirect human rights implications.

Relevant regional, state and national plans and policies

There are no regional, state or national plans or policies applicable to the report's subject matter.

Relevant Council plans and policies

The MRRSP aligns with each of the four Council Plan strategic objectives.

The precinct will promote health and wellbeing by offering various purpose-built sporting facilities with interconnected social and passive recreation spaces to support healthy lifestyles for all ages and abilities, social connection/inclusion and social equity. With the introduced pedestrian crossings to the sports precinct across Barringo and Hamilton roads, the new intersection will encourage active transport options.

The intersection is part of the MRRSP's aim to protect the natural environment by integrating environmental and social conscious Environmentally Sustainable Design (ESD) principles. The recommended roundabout solution considers the impact to the environment and local character and is the lowest cost option for Council.

The project delivers reliable and robust governance by adopting a value-for-money delivery approach supported by clear business justification. The project incorporates rigorous controls and governance measures underpinned by the Prince2 methodology.

The consultation approach has been considered in line with Council's Community Engagement Policy.

Financial viability

Refer to the confidential attachment on financial viability including cost estimates.

Sustainability implications

The intersection upgrade aims to provide a safer outcome for pedestrians and cyclists. Encouraging non-vehicle access supports the project's Environmental Sustainable Design objectives.

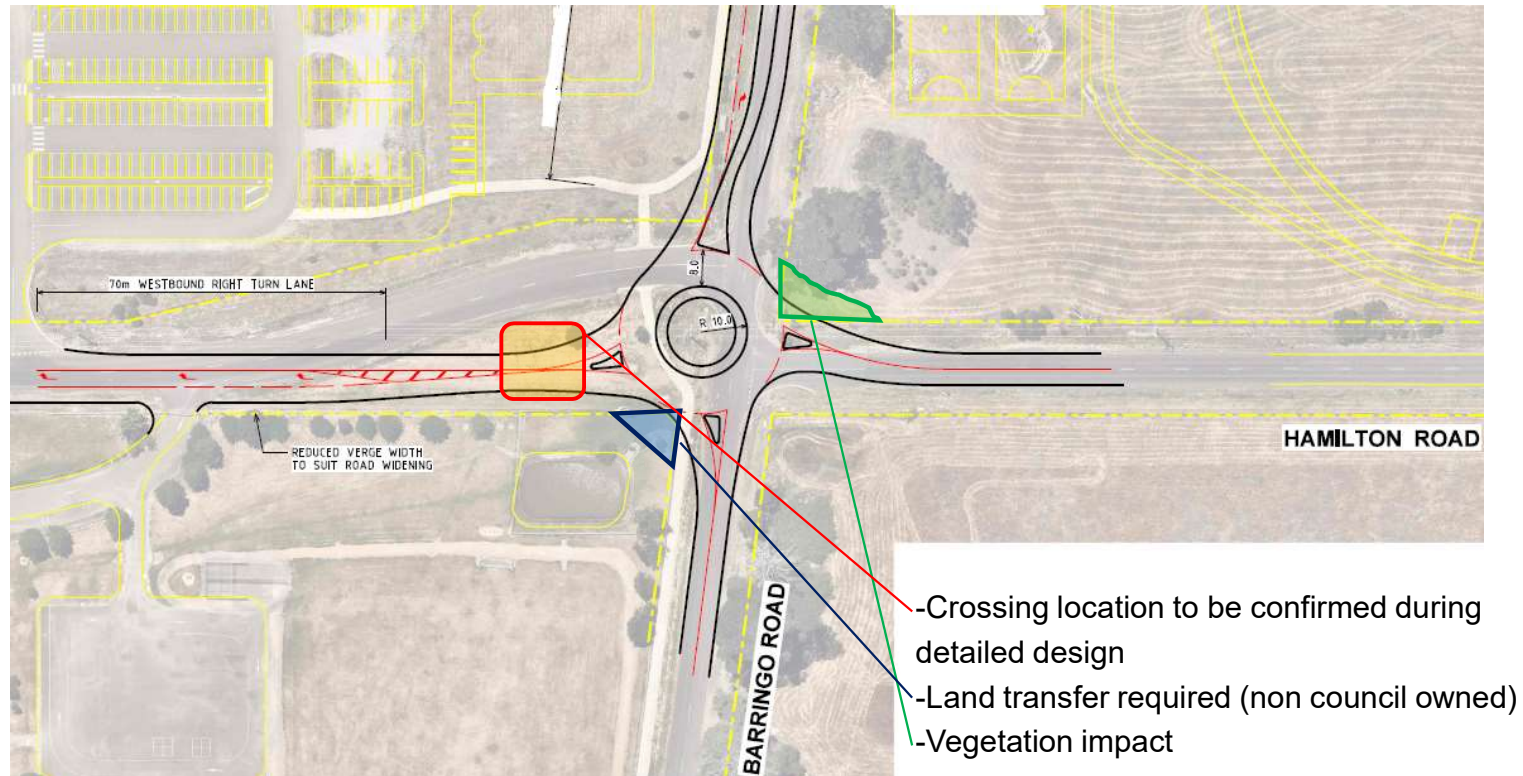
Assessment of the potential impact of lighting on nocturnal animals and the overall impact of the intersection on native wildlife was undertaken. This confirmed that traffic lights and other outdoor lighting could impact nocturnal animals. Street lighting is unavoidable with both the roundabout and signalised options.

A required upgrade to the intersection will remove some vegetation to the south west corner of the sporting field site, regardless of which solution. This vegetation removal will be addressed via the planning application for the project. The advice from the environmental engineer suggests that this vegetation loss is of low value and that any lost vegetation will be offset by significant revegetation to other areas across the site.

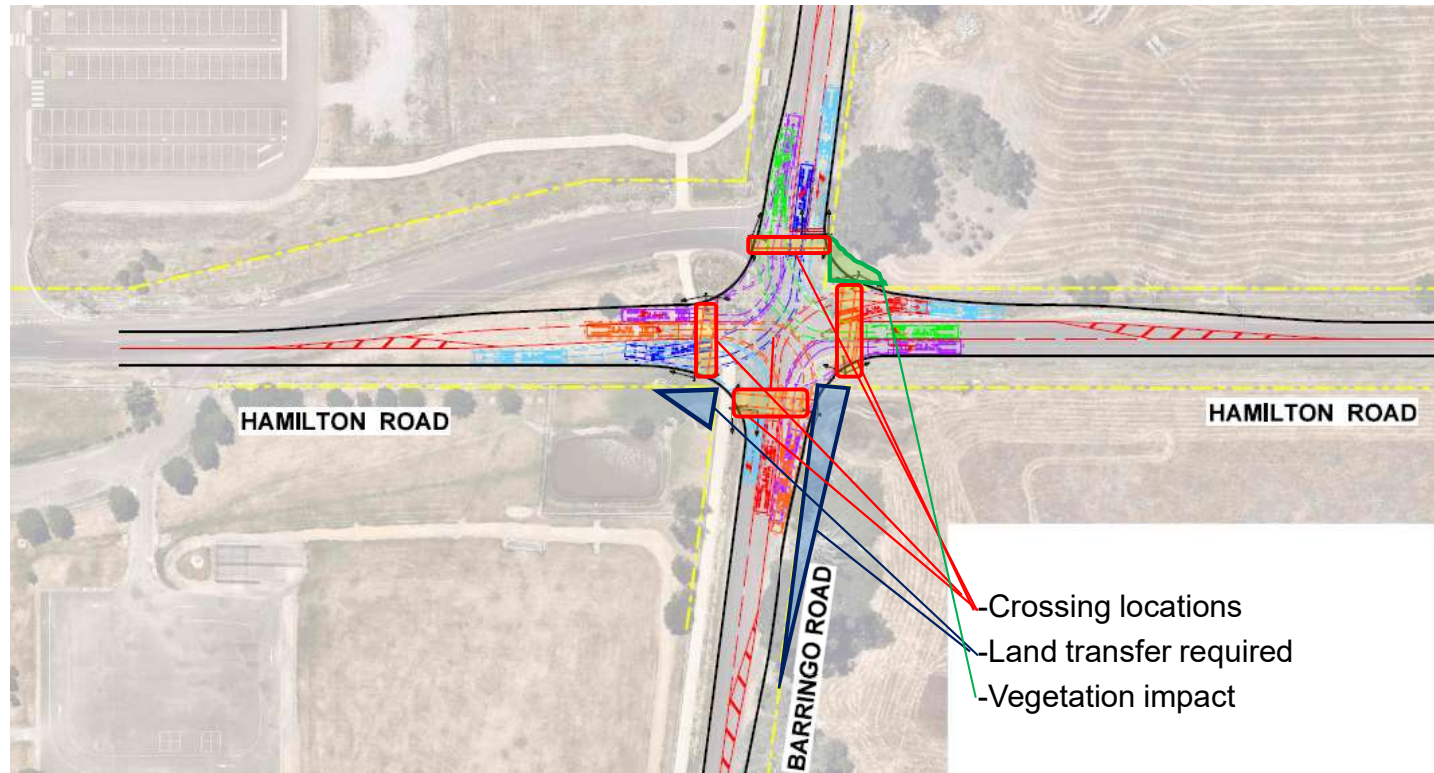
Officer declaration of conflicts of interest

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in relation to the subject matter.

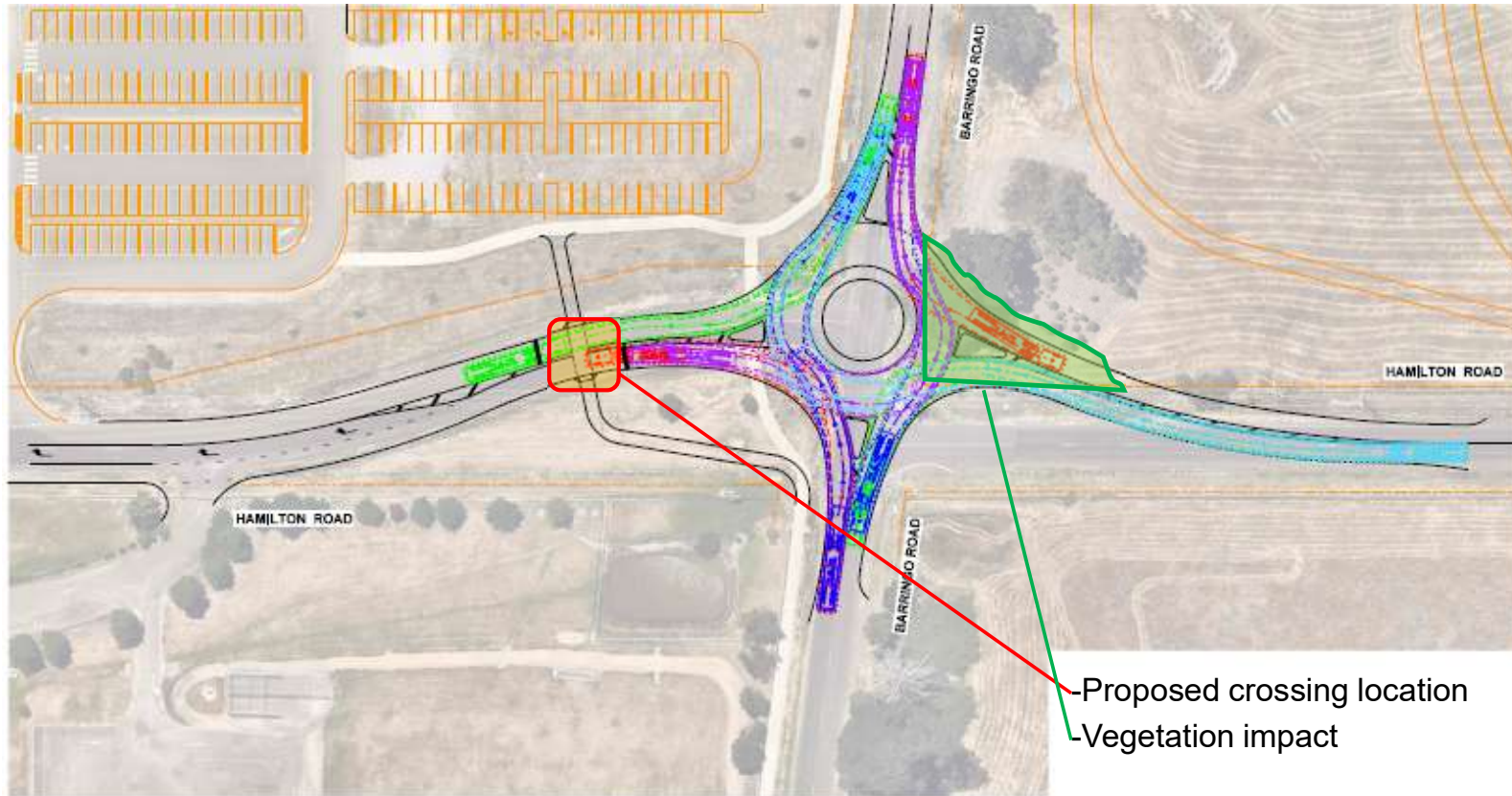
Barringo Road and Hamilton Road Intersection Upgrade Design
Option 1 - Roundabout



Barringo Road and Hamilton Road Intersection Upgrade Design Option 2 – Signalised Intersection



Barringo Road and Hamilton Road Intersection Upgrade Design Option 3 - Roundabout



AO.2	NATURE STRIP LANDSCAPING POLICY 2021 - REVIEW
Officer:	Justin Longo, Acting Coordinator Open Space
Council Plan relationship:	1. Connecting communities
Attachments:	Nil

Summary

Officers reviewed the Nature Strip Landscaping Policy 2019 (the policy) and provided an updated draft version for community consultation over six weeks between 26 October 2021 and 7 December 2021.

Council's resolution from the 25 August 2021 Scheduled Council Meeting requested a report for Council's consideration at the February 2022 Scheduled Council Meeting. Council resolved:

That Council:

- 1. Seeks community feedback on the Draft Nature Strip Landscaping Policy 2021 through a six-week consultation period; and*
- 2. Receives a report at the February 2022 Scheduled Council Meeting to consider the feedback received and the effectiveness of the 2019 policy since its inception and to adopt the reviewed policy.*

Due to extenuating capacity issues, the officer could not complete this report for consideration at the February 2022 Scheduled Council meeting. It will now be presented at the 23 March Scheduled Council Meeting.

Recommendation

That Council notes the Nature Strip Landscaping Policy will be presented for adoption at the March 2022 Scheduled Council Meeting.

Background

This policy was due for review after twelve months. Officers undertook a review and presented the policy for community consultation.

Due to extenuating staff resourcing issues, officers did not complete the consultation summary or the Council report to meet the 23 February 2022 Scheduled Council Meeting deadline.

Discussion

Officers will present the policy and a summary of the consultation feedback for Council consideration at the March 2022 Scheduled Council Meeting.

Consultation and engagement

The Nature Strip Landscaping Policy was available for public comment from 26 October 2021 to 7 December 2021.

Collaboration

Not applicable to this report.

Innovation and continuous improvement

Not applicable to this report.

Relevant law

Not applicable to this report.

Relevant regional, state and national plans and policies

Not applicable to this report.

Relevant Council plans and policies

Not applicable to this report.

Financial viability

Not applicable to this report.

Sustainability implications

Not applicable to this report.

Officer declaration of conflicts of interest

All officers involved in preparing this report have declared that they do not have a conflict of interest relating to the subject matter.

AO.3	PUBLIC TOILET AND BARBEQUE STRATEGY
Officer:	Carina Doolan, Acting Manager Facilities and Operations
Council Plan relationship:	1. Connecting communities 2. Healthy environment, healthy people
Attachments:	Nil

Summary

At the Scheduled Council Meeting of 25 August 2021 Council requested officers present the draft Public Toilet Strategy (draft strategy) at the February 2022 Scheduled Council Meeting. Council resolved:

That Council:

1. *Requests a business case be prepared for consideration in the 2022/23 financial year budget to design and plan a new toilet block providing a unisex All Abilities toilet and two other toilets with services and connecting pathways at St Agnes Place Kyneton.*
2. *Requests a business case be prepared for consideration in the 2022/23 financial year budget to design and plan a new toilet block providing a unisex DDA toilet and two other toilets, services and connecting pathways at Quarry Reserve Kyneton.*
3. *Requests a business case be prepared for consideration in the 2022/23 financial year budget for sealing Campaspe Crescent, Kyneton to address the expected increase of traffic to the park, due to recommendation 2 above.*
4. *Requests the presentation of the draft Public Toilet Strategy to Council at the February 2022 Scheduled Council Meeting for consideration, noting this will inform recommendations 1,2 and 3 above.*

This report provides an update on the delay in developing the draft strategy.

Recommendation

That Council notes the delay in presenting the draft Public Toilet and Barbeque Strategy, and that it will now be presented at the April 2022 Scheduled Council Meeting.

Background

Council currently manages 55 public toilets and 54 barbeques across the shire, providing enhanced service and support to residents' open space and recreation areas. The draft strategy will address the public toilet facilities and barbeques within the shire, except those located in Council buildings, such as public libraries, maternal and child health care centres, and customer service centres.

Council's public toilet and barbeque facilities are designed to support the use of open space and recreational precincts. They play an important role in supporting tourism and visitation, thus contributing to the overall economic sustainability of the many communities within the shire.

Council appointed a suitably experienced consultant to audit and review existing facilities services, conditions and locations relevant to each township. The audit provides data to inform a holistic Public Toilet and Barbeque Strategy.

Discussion

Officers expected the draft strategy to be complete in January 2022. Metropolitan COVID shutdowns and restrictions around travel to regional Victoria delayed the consultant's site audits. This delay caused a knock-on effect, resulting in a delay to the community consultation until late 2021.

Given these delays (approximately two months), the draft strategy will not be ready for presentation to Council until the April 2022 Scheduled Council Meeting.

The completed Public Toilet and Barbeque Strategy will include design and development guidelines for new and renewed facilities.

Consultation and engagement

The consultants collected information relating to the existing facility audits and the feedback from the consultation held in late 2021. This information provides a clear evidence base to complete the draft Public Toilet and Barbeque Strategy.

Collaboration

Not applicable for this report.

Innovation and continuous improvement

Not applicable for this report.

Relevant law

Not applicable for this report.

Relevant regional, state and national plans and policies

Not applicable for this report.

Relevant Council plans and policies

The proposal relates to the Council Plan Strategic Objectives *Connecting communities* and *Healthy environment and healthy people*.

Financial viability

Not applicable for this report.

Sustainability implications

Not applicable for this report.

Officer declaration of conflicts of interest

All officers involved in preparing this report have declared that they do not have a conflict of interest relating to the subject matter.

15 NOTICES OF MOTION AND RESCISSION

No. 40/2021-22: NOTICE OF MOTION - KERBSIDE REFORM

I, Councillor Dominic Bonanno, give notice that at the next Meeting of Council to be held on 23 February 2022, I intend to move the following motion:

That Council writes to the Victorian Government requesting that the full cost of setting up the kerbside glass collection be covered by the Victorian Government, given that the Container Deposit Scheme is being introduced in 2023. Council also requests that the early-adopters of the glass collection scheme have their costs reimbursed.

16 URGENT BUSINESS

17 CONFIDENTIAL REPORTS**Recommendation**

That pursuant to section 66(1) and (2)(a) of the *Local Government Act 2020*, Council closes the meeting to the public to consider the confidential report(s) listed below, which are confidential on grounds provided in Section 3(1) of the *Local Government Act 2020*:

17.1 Contracts to be Awarded - C 21.1097 Banking and Bill Payment Services

Confidential reasons**17.1 Contracts to be Awarded - C 21.1097 Banking and Bill Payment Services**

This matter is considered to be confidential under Section 3(1) - a and g(ii) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released and private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.