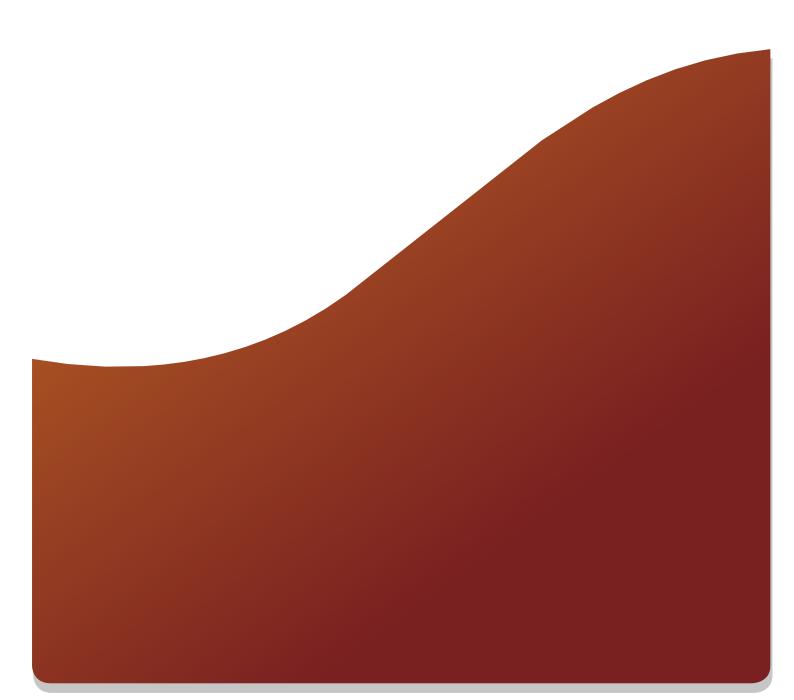


Minutes

Council Meeting Wednesday 28 June 2023 at 7pm Gisborne Administration Centre 40 Robertson Street, Gisborne



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1 ACKNOWLEDGEMENT OF COUNTRY

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

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

2 RECORDING OF LIVE STREAMING OF THIS COUNCIL MEETING

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

3 PRESENT

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

IN ATTENDANCE

Bernie O'Sullivan (Chief Executive Officer), Adele Drago-Stevens (Director Corporate), Rebecca Stockfeld (Director Planning and Environment), Shane Walden (Director Assets and Operations), Amy Holmes (Acting Director Community), Patricia Clive (Coordinator Governance), Lucy Olson (Senior Governance Officer – Council Business), Peter Mathews (Chairperson Audit and Risk Committee)

4 APOLOGIES

Cr Dominic Bonanno, Cr Anne Moore

5 CONFLICTS OF INTEREST

Nil

6 PETITIONS

Nil

7 DEPUTATIONS AND PRESENTATIONS TO COUNCIL

Peter Mathews, Chair of the Audit and Risk Committee, presented the Audit and Risk Committee's Biannual Report – June 2023 to Council.

8 ADOPTION OF MINUTES

Resolution 2023/58

Moved: Cr Mark Ridgeway Seconded: Cr Jennifer Anderson

That Council confirms the minutes of the Scheduled Council Meeting of Macedon Ranges Shire Council held on 24 May 2023 and the minutes of the Submitters Delegated Meeting held on 31 May 2023, as circulated.

CARRIED

9 MAYOR'S REPORT

9.1 MAYOR'S REPORT - MAY-JUNE 2023

Resolution 2023/59

Moved: Cr Jennifer Anderson

Seconded: Cr Bill West

That Council receives and notes the Mayor's report.

CARRIED

10 RECORD OF MEETINGS OF COUNCILLORS AND COUNCIL STAFF

10.1 RECORD OF MEETINGS OF COUNCILLORS AND COUNCIL STAFF - MAY-JUNE 2023

Summary

Rule 31(a) of Council's Governance Rules requires a written record of matters discussed at specified meetings of Councilors 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.

Resolution 2023/60

Moved: Cr Jennifer Anderson Seconded: Cr Rob Guthrie

That Council receives and notes the record of meetings of Councillors and Council staff, as outlined in this report.

11 DIRECTOR PLANNING AND ENVIRONMENT REPORTS

PE.1 SUBMISSION TO THE DRAFT VICTORIA'S MINERAL SPRINGS MASTER PLAN 2023–2032

Summary

The Department of Energy, Environment and Climate Action (DEECA) provides the policy and management oversight for mineral springs on public land. DEECA are currently seeking feedback on the new draft ten-year master plan that will direct the management and enhancement of Victoria's mineral springs. The plan will replace the previous Victorian Mineral Springs Strategic Master Plan 2015 – 2024.

Resolution 2023/61

Moved: Cr Jennifer Anderson Seconded: Cr Janet Pearce

That Council:

- 1. Notes the Draft Victoria's Mineral Springs Master Plan 2023 2032; and
- 2. Requests the Macedon Ranges Shire Council Mineral Springs Master Plan submission be lodged with The Department of Energy, Environment and Climate Action.

CARRIED

12 CHIEF EXECUTIVE OFFICER REPORTS

CX.1 RECOGNITION OF KING'S BIRTHDAY HONOUR RECIPIENTS

Summary

The 2023 King's Birthday Honours Award included three people from the Macedon Ranges Shire Council Community- Mr Alexander Forrest of Mt Macedon, Mr Leslie Binns of Kyneton and Mr John Ellis of Newham.

Mr Alexander Forrest is a recipient Medal (OAM) and was recognised for service to youth through Scouts.

Mr Leslie Binns is a recipient Medal (OAM) and was recognised for service to the performing arts through production roles.

Mr John Ellis is a recipient Medal (OAM) and was recognised for service to the oenology industry with his career spanning more than 50 years.

Resolution 2023/62

Moved: Cr Geoff Neil Seconded: Cr Mark Ridgeway

That Council sends letters to Alexander Forrest OAM, Leslie Binns OAM and John Ellis OAM in recognition of their 2023 King's Birthday Honours Award.

13 DIRECTOR CORPORATE REPORTS

COR.1 COUNCIL PLAN 2021-2031 (YEAR THREE ACTIONS 2023-24)

Summary

The Council Plan forms part of the Strategic Planning and Reporting Framework, as outlined in the *Local Government Act 2020* (LGA). The Council Plan must provide the strategic direction of Council, its objectives, the strategies to achieve these objectives and strategic indicators for monitoring the achievements.

At the Submitters Delegated Committee Meeting on 31 May 2023, Council received one (1) submission and no verbal submissions were received. A summary of the submission and an officer response has been included in this report.

The purpose of this report is to note the summary of the submissions received and adopt the Council Plan 2021-2031 (Year Three Actions 2023-24).

Resolution 2023/63

Moved: Cr Jennifer Anderson Seconded: Cr Mark Ridgeway

That Council:

- 1. Adopts the Council Plan 2021–2031 (Year Three Actions 2023-24), prepared in accordance with the *Local Government Act 2020*, and gives public notice of its decision to replace the previous Council Plan 2021-31 (Year Two Actions 2022-23) effective from 29 June 2023;
- 2. Endorses the officer responses to submissions as contained in this report; and
- 3. Responds to the submitter in accordance with Council's Community Engagement Policy.

COR.2 BUDGET 2023/24

Summary

The draft 2023/24 Budget has been prepared consistent with the requirement of Section 94 of the *Local Government Act 2020* (LGA) and forms part of the Integrated Strategic Planning and Reporting Framework developed as Part 4 of the LGA.

At the Scheduled Council Meeting of 27 April 2023, Council endorsed the draft Budget 2023/24 for community engagement and consultation in accordance with the *Local Government Act 2020* and Council's *Community Engagement Policy*. During this period, 41 submissions were received and considered, with a Submitters Delegated Committee Meeting held on 31 May 2023.

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

Resolution 2023/64

Moved: Cr Rob Guthrie Seconded: Cr Mark Ridgeway

That Council

- 1. Adopts the draft Budget 2023/24, prepared in accordance with section 94 of the *Local Government Act 2020*, with the following amendments:
 - (a) Increase grant income for the following areas:
 - (i) Victorian Local Government Grants Commission \$500,000
 - (ii) Safety System Pedestrian Program \$120,000
 - (iii) Romsey Skate Park \$550,000
 - (b) Increase revenue in the following areas:
 - (i) Interest income by \$300,000
 - (ii) Contributions by \$40,000
 - (c) Increase expenditure in the following areas:
 - (i) Capital Works
 - (1) Romsey Skate Park by \$570,000
 - (2) Willowbank Open Space by \$310,000
 - (3) Macedon Ranges Regional Sports Precinct by \$300,000
 - (4) Kyneton Cricket Club Training Nets Upgrade by \$20,000
 - (5) South Gisborne Tennis Club Lighting design by \$15,000
 - (6) Goldfields Regional Library Gisborne by \$30,000
 - (7) Macedon Tennis Club Fencing Courts 1,2,3,4 by \$120,000
 - (8) Kyneton Tennis Club Footpath works by \$50,000
 - (ii) Operating expenses
 - (1) WorkCover premiums by \$200,000

- (2) Lancefield Park Recreation Reserve Masterplan by \$50,000
- (d) Include a \$310,000 transfer from the Open Space (South) Reserve to fund the purchase of open space in Willowbank Road, South Gisborne.
- (e) Update the 2023/24 Budget document to ensure the required disclosures specifying the objectives of proposed differential rates are incorporated.
- 2. Approves new loan borrowings of up to \$2,300,000 in line with the proposed Budget, and authorises the Chief Executive Officer to:
 - i. negotiate the loan;
 - ii. approve the successful tender;
 - iii. execute the loan documentation; and
 - iv. delegate to the Director Corporate and/or Manager Finance and Reporting to undertake the required process as outlined in points 2 (i), (ii) and (iii)
- 3. Adopts the following rates, amended from those declared at its meeting of 27 April 2023:

	Cents/\$CIV
General Rate for rateable residential properties – 100%	0.00179840
Agricultural land rate – 80%	0.00143872
Commercial/Industrial rate – 120%	0.00215808
Recreational land rate – 50%	0.00089920
Not-for-profit housing rate – 50%	0.00089920

- 4. Approves the carry forward of funds budgeted for acquiring open space in central Gisborne, and their reallocation and use for acquiring open space in Willowbank Road, South Gisborne.
- 5. Approves a new reduced fee and charge relating to Domestic Animal Business (DAB) Registration for Veterinary Practice Puppy Training Schools (1 DAB registration type at premises) of \$100.
- 6. Gives public notice of its decision to adopt the Budget 2023/24 and the availability of the Budget 2023/24 to the public on Council's website and at Council offices and service centres.
- 7. Endorses the officer responses to submissions in Appendix 1 of this report.
- 8. Responds to all submitters in accordance with Council's Community Engagement Policy.

COR.3 CONTRACTS TO BE AWARDED AS AT JUNE 2023

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.

Resolution 2023/65

Moved: Cr Jennifer Anderson Seconded: Cr Mark Ridgeway

That Council:

- 1. Notes that the following contracts will be awarded by Council officers under delegated authority:
 - (a) C2023-38 Street Sweeping Waste Processing
- 2. Grants delegated authority to the Chief Executive Officer to award the following contracts:
 - (a) C2023-37 Supply Panel Aquatic Services

CARRIED

COR.4 AUDIT AND RISK COMMITTEE BIANNUAL REPORT - JUNE 2023

Summary

This report ensures Council transparently discloses a summary of the key matters discussed at the Audit and Risk Committee meetings for the first six months of 2023.

The report also ensures the requirements of the Audit and Risk Committee Charter are met by providing a biannual report to Council that summarises the work of the Committee performed, to fully discharge its responsibilities.

The Audit and Risk Committee Biannual Report - June 2023 is attached and the Chairperson, Mr Peter Matthews, will attend the Council Meeting to present the report.

Resolution 2023/66

Moved: Cr Mark Ridgeway Seconded: Cr Geoff Neil

That Council notes the Audit and Risk Committee Biannual Report - June 2023 and thanks the committee for the report.

14 DIRECTOR COMMUNITY REPORTS

COM.1 SMALL PROJECT GRANTS

Summary

The Small Project Grants program supports projects and initiatives that:

- support local needs;
- are unlikely to be funded by other Council funding programs; and
- align with Council Plan priorities.

Council's Small Project Grants budget for 2022/23 is \$30,000 and not-for-profit groups can apply for a maximum of \$1,500 per application.

Applications are assessed against set criteria outlined in the Small Project Grants guidelines. Funding recommendations are presented monthly at a Scheduled Council meeting for review and/or approval.

One application has been received, seeking a total of \$1,045.00 in funding. The application has been evaluated against the eligibility criteria and is deemed to be eligible.

Should this project be approved for funding, it is proposed to carry forward the \$1,045.00 to the 2023/24 *Small Project Grants* budget to fund this project in the new financial year.

Additionally, it is proposed that unspent funds from the 2022/23 Small Project Grants budget, along with returned monies from past Community Funding Scheme funded projects that were not undertaken, be carried forward to increase the funding pool for the *Community Funding Scheme* grants program in the 2023/24 financial year.

Resolution 2023/67

Moved: Cr Mark Ridgeway Seconded: Cr Jennifer Anderson

That Council:

- 1. Approves the awarding of a \$1,045 Small Project Grant to Kyneton District Soccer Club, for their Soccer BBQ and Livestream of Women's World Cup project, to be funded in the 2023/24 financial year;
- 2. Carries forward \$1,045 from the Small Projects Grants 2022/23 budget to the Small Projects Grants 2023/24 budget, to fund the Kyneton District Soccer Club's Women's World Cup project, as per item 1; and
- 3. Carries forward \$32,400 (includes \$9,002 unspent from the Small Projects Grants 2022/23 budget and \$23,398 returned monies from Community Funding Scheme funded projects not completed) to the Community Funding Scheme 2023/24 budget, to increase the funding pool for this grants program, noting this increase is for the 2023/24 financial year only.

COM.2 SMALL PROJECT GRANTS REVIEW

Summary

Following Council's adoption of a new Community Grants Policy in April 2023, it was necessary to undertake a review of the Small Project Grants (SPG) program guidelines, to ensure these are compliant with the new policy. As part of this review, a number of changes to the SPG program are recommended.

Resolution 2023/68

Moved: Cr Jennifer Anderson Seconded: Cr Mark Ridgeway

That Council adopts the Small Project Grants 2023/24 Guidelines.

CARRIED

COM.3 CUSTOMER SERVICE CENTRE REVIEW

Summary

Community consultation was undertaken from 27 April to 24 May inclusive, on a proposal to close Council's Woodend Customer Service Centre and the opportunities to deliver and promote services to residents through other means. The results from this consultation are presented for Council's consideration in making a decision on this matter.

Resolution 2023/69

Moved: Cr Janet Pearce Seconded: Cr Mark Ridgeway

That Council:

- Notes community feedback received on the proposal to close the Woodend Customer Service Centre, as summarised within this report; and
- 2. Approves a reduction in operating hours at the Woodend Customer Service Centre. With this change, the centre will operate from 12pm to 5pm two days per week, effective from 1 August 2023.

COM.4 DRAFT DISABILITY ACTION PLAN

Summary

Officers are undertaking the development of a revised Draft Disability Action Plan 2023-2024. This report seeks Council's endorsement for the draft plan to be placed on public exhibition.

Resolution 2023/70

Moved: Cr Mark Ridgeway Seconded: Cr Jennifer Anderson

That Council endorses the draft Disability Action Plan 2023-2024 to be placed on public exhibition for a minimum period of four weeks.

CARRIED

COM.5 AFFORDABLE HOUSING POLICY

Summary

Across Australia, there is a significant shortage of affordable dwellings, and this is an important issue in the Macedon Ranges. Council has undertaken the development of an Affordable Housing Policy, which was recently made available for community consultation, and officers now present an updated copy for Council's consideration to adopt.

Resolution 2023/71

Moved: Cr Rob Guthrie Seconded: Cr Janet Pearce

That Council:

- Adopts the Affordable Housing Policy and notes its supplementary background papers; Overview of affordable housing; Affordable Housing Policy and Legislation; and Macedon Ranges – Affordable Housing Profile; and
- 2. Revokes the Affordable Housing Interim Policy, adopted in December 2021 effective from 29 June 2023.

15 DIRECTOR ASSETS AND OPERATIONS REPORTS

AO.1 RIDDELLS CREEK MOVEMENT NETWORK STUDY (STAGE 2A) - UPDATE

Summary

This report updates Council on the Stage 2A 'Draft Recommendation Report' outcome for the Riddells Creek Movement Network Study (RCMNS) (attachment 1). This report also highlights the next steps for Stage 2B activities in the new financial year.

Resolution 2023/72

Moved: Cr Geoff Neil Seconded: Cr Mark Ridgeway

That Council notes this report on the outcome of Stage 2A of the Riddells Creek Movement Network Study and the next steps for Stage 2B in the next financial year 2023/2024.

CARRIED

AO.2 SHIREWIDE FOOTPATH PLAN REVIEW

Summary

This report presents the revised *Shire Wide Footpath Plan* (2018-2027) (attachment 1) to Council for consideration and adoption. The revision focused on the type of paths for different locations and a methodology for assessing new footpath requests. This review did not include reviewing the municipality's footpath requirements; this work is scheduled for 2027 when a new Shire Wide Footpath Plan is required.

The revised *Shire Wide Footpath Plan* (2018-2027) (the Plan) has completed the community consultation stage and considered this feedback.

Resolution 2023/73

Moved: Cr Rob Guthrie Seconded: Cr Bill West

That Council:

- 1. Adopts the revised Shire Wide Footpath Plan (2018 to 2027), and
- 2. Delegates to the Director Asset and Operations the authority to add additional paths to the Shire Wide Footpath Plan (2018 to 2027) as required from time to time, utilising the Plan's prioritisation process.

AO.3 CAPITAL WORKS REPORTING

Summary

This report provides transparency on cost escalations on infrastructure projects and seeks further funding, informs on project surplus budget, cancellation or the scope reduction of the projects to manage the projects within the allocated annual capital works program budget.

Resolution 2023/74

Moved: Cr Jennifer Anderson

Seconded: Cr Rob Guthrie

That Council:

- 1. Adopts the following changes to the Financial Year 2022/23 budget relating to the following infrastructure projects:
 - (a) Sankey Reserve Public Toilet Design: Return \$6,640.00 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
 - (b) Kyneton Bowls Club: Return \$15,407.80 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
 - (c) Design Riddells Creek Modular Tennis: Return \$21,000.00 to the consolidated capital works program budget as funds were not required;
 - (d) Kyneton Sports and Aquatic Splash Pad: Return \$636.37 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
 - (e) Romsey Recreation Centre Box Gutters: Return \$7,620.00 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
 - (f) Kyneton Museum Theaden Cottage: Return \$4,220.00 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
 - (g) Kyneton Toyota Sports and Aquatic Centre Floor and Seating: Return \$5,220.00 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
 - (h) Gisborne Dixon Field Bird Hide Demolition: Return \$3,240.00 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
 - (i) Kyneton Office Wall Drainage: Return \$174,858.00 to the consolidated capital works program budget as the project did not proceed;
 - (j) Romsey Park Oval 2 Storage Shed: Increase budget by \$23,209.00 to cover the unforeseen variation and cost escalation;
 - (k) Kyneton Airfield Toilets Demolition and Replacement: Increase budget by \$90,000.00 to cover the unforeseen variation and cost escalation;

- (I) Brooke Street and Templeton Street Local Area Traffic Management Works: Increase budget by \$174,000.00 to cover the unforeseen variation and cost escalation;
- (m) Road Reconstruction Romsey Road, Romsey: Increase budget by \$115,648.97 for additional works required;
- (n) Road Renewal Reseal Program: Return \$130,000.00 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
- (o) Road Reconstruction Mt Gisborne Rd, Gisborne: Return \$117,000.00 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
- (p) Footpath Construction Carrington Street, Macedon: Return \$9,761.00 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
- (q) Edgecombe St, Kyneton: Return \$254.72 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
- (r) Footpath Construction Pohlman Street, Kyneton: Return \$26,962.00 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
- (s) Road Reconstruction Jennings Street, Kyneton: Return \$16,705.56 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
- (t) Footpath Construction Kyneton Aquatic Centre: Return \$24,965.00 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
- (u) Road Reconstruction Boundary Road: Return \$20,000 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
- (v) Road Reconstruction Romsey Road Hesket: Return \$150,000.00 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
- (w) Gardiner Reserve Carpark and Landscaping: Return \$5,163.10 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
- (x) Bennett Road Rehabilitation Gisborne: Return \$13,000.00 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
- (y) Footbridge Waterfalls Road, Macedon: Return \$6,000.00 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
- (z) Bridge Whitebridge Road, Rochford: Return \$7,650.00 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;

- (aa) Footpath The Crescent, Lancefield: Return \$27,370.00 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
- (bb) Drainage Prince Street Gisborne: Return \$920.00 to the consolidated capital works program budget as the project has been completed leaving unspent contingency as surplus;
- 2. Notes that recommendation 1 (above) provides a surplus of \$217,395.69 to the financial year 2022-2023 Capital Works program budget.
- 3. Notes the potential surplus of \$256,708.23 from eight (8) projects due for completion by 30 June 2023.

CARRIED

16 NOTICES OF MOTION AND RESCISSION

NO. 58/2022-23: NOTICE OF MOTION – UPDATE ON BARRM BIRRM

I, Councillor Annette Death, give notice that at the next Meeting of Council to be held on 28 June 2023, I intend to move the following motion:

Resolution 2023/75

Moved: Cr Geoff Neil

Seconded: Cr Jennifer Anderson

That Council request staff to prepare a report to be presented to Council at the September 2023 Scheduled Meeting of Council providing the following:

- 1. A progress update on actions supported by Council at the 25 October 2022 Scheduled Council Meeting to address the ongoing land management challenges with Barrm Birrm in Riddells Creek; and
- 2. Options for next steps, including a Public Acquisition Overlay and officer recommendations.

NO. 59/2022-23: NOTICE OF MOTION - REVIEW OF THE KANGAROO HARVEST MANAGEMENT PLAN

I, Councillor Jennifer Anderson, give notice that at the next Meeting of Council to be held on 28 June 2023, I intend to move the following motion:

Resolution 2023/76

Moved: Cr Jennifer Anderson

Seconded: Cr Rob Guthrie

That Council:

- 1. Writes to the State Government requesting a briefing on the current review of the Kangaroo Harvest Management Plan (KHMP), including any submissions that have come from the Macedon Ranges Shire Community and be provided an opportunity to provide feedback once this briefing has occurred;
- 2. Request the State Government to publicly respond to the submissions from community members of Macedon Ranges Shire, or in relation to the inclusion of the Macedon Ranges in the KHMP quotas, about this program and to specifically address their concerns, particularly around the evidence behind harvest quotas and the need to expand the use of kangaroo products for commercial interests:
- 3. Encourages residents to provide feedback to the current KHMP review via the Victorian Government website, open until 11 July 2023, and provide Council with a copy of their feedback; and
- 4. Provides a copy of this resolution to Rural Councils Victoria, Municipal Association Victoria and local member for Macedon, Mary Anne-Thomas

CARRIED

17 URGENT BUSINESS

Nil

18 CONFIDENTIAL REPORTS

Nil

The meeting closed at 8:30pm.

The minutes of this meeting will be confirmed at the Council Meeting held on 26 July 2023.