

Minutes

Council Meeting
Wednesday 25 March 2026 at 7:00 PM
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 Kate Kendall (Mayor), Cr Jennifer Anderson, Cr Rob Guthrie, Cr Alison Joseph, Cr Janet Pearce, Cr Andrew Scanlon, Cr Daniel Young

IN ATTENDANCE

Bernie O'Sullivan (Chief Executive Officer), Adele Drago-Stevens (Director Corporate), Rebecca Stockfeld (Director Planning and Environment), Dominic Testoni (Director Assets and Operations), Martin Collins (Director Community), Jessica Clarke-Hong (Manager Governance and Performance), Talysha Dawson (Governance Officer)

4 APOLOGIES

Cr Dominic Bonanno (on leave) and Cr Cassy Borthwick (Deputy Mayor)

5 CONFLICTS OF INTEREST

Bernie O'Sullivan declared a general conflict of interest in relation to item COR.4 due to knowing some of the petitioners and family connections the area in question.

Rebecca Stockfeld declared a general conflict of interest in relation to items AO.1 and AO.2 due to potential family interest in both matters.

6 PETITIONS**6.1 PETITION IN RELATION TO THE URGENT REPLACEMENT OF THE LIFT AT THE KYNETON TOYOTA SPORTS & AQUATIC CENTRE****Summary**

A petition has been received from Pam Galbraith in Kyneton on behalf of 39 residents regarding the lift at the Kyneton Aquatic Centre stating:

“We call on Council to urgently replace the lift to ensure continuing reliable access to all users.”

Resolution 2026/17

Moved: Cr Jennifer Anderson

Seconded: Cr Janet Pearce

That Council:

- 1. Notes the petition from Pam Galbraith on the matter of the urgent replacement of the lift at the Kyneton Sports & Aquatic Centre with 39 signatories;**
- 2. Notes that the petition has been circulated to all Councillors confidentially as it contains personal information; and**
- 3. Requests the Chief Executive Officer prepare a report in response to this petition, to be presented at the June 2026 meeting of Council.**

CARRIED

6.2 PETITION IN RELATION TO FORMALLY SEEKING EXCLUSION FROM THE VICTORIAN KANGAROO HARVEST MANAGEMENT PLAN**Summary**

A petition has been received from Janine McDougall in Riddells Creek on behalf of 90 residents stating:

“Mayor and Councillors of the Macedon Ranges Shire Council, we the undersigned, petition Macedon Ranges Shire Council from September 13 2025 to formally seek exclusion from the State Government of Victoria’s Kangaroo Harvesting Management Plan Shooting Zone”

Resolution 2026/18

Moved: Cr Jennifer Anderson

Seconded: Cr Alison Joseph

That Council:

- 1. Notes the petition from Janine McDougall on the matter of formally seeking exclusion from the Kangaroo Harvest Management Plan with 90 signatories;**
 - 2. Notes that the petition has been circulated to all Councillors confidentially as it contains personal information; and**
-

3. Requests the Chief Executive Officer prepare a report in response to this petition to be presented at the July 2026 meeting of Council.

CARRIED

7 DEPUTATIONS AND PRESENTATIONS TO COUNCIL

Nil

8 ADOPTION OF MINUTES

Resolution 2026/19

Moved: Cr Rob Guthrie
Seconded: Cr Andrew Scanlon

That Council confirms the minutes of the Scheduled Council Meeting of Macedon Ranges Shire Council held on 25 February 2026, as circulated.

CARRIED

9 MAYOR'S REPORT

9.1 MAYOR'S REPORT

Resolution 2026/20

Moved: Cr Rob Guthrie
Seconded: Cr Alison Joseph

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
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Summary

Rule 66 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.

Resolution 2026/21

Moved: Cr Janet Pearce
Seconded: Cr Andrew Scanlon

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

CARRIED

Cr Anderson moved a procedural motion to amend the order of business.

Resolution 2026/22

Moved: Cr Jennifer Anderson

Seconded: Cr Daniel Young

That the item listed as COM.1 be considered in the section before item PE.1.

CARRIED

11 PLANNING AND ENVIRONMENT REPORTS

COM.1 RIDDELLS CREEK MEN'S SHED LAND / FACILITY REQUESTS

Summary

This report provides an update and recommendations on three interrelated matters regarding Riddells Creek Men's Shed advocacy for land and/or a facility in Riddells Creek.

The report provides recommendations to Council for next steps in supporting the group in their advocacy for suitable land for a facility.

Council is under no obligations and has no commitment to leasing land, nor contributing to the cost of building a facility on any identified land sites.

Recommendation

That Council:

- 1. Provides the following response to Riddells Creek Men's Shed in relation to the petition received on 14 November 2025 requesting a lease of land within Riddells Creek Recreation Reserve:**

'Thank you to the Riddells Creek Men's Shed members who took the time to prepare and submit this petition. It reflects a strong level of local interest and care for this issue. Council recognises the importance a designated space would hold for Riddells Creek Men's Shed members. Unfortunately, due to the current zoning of the Riddells Creek Recreation Reserve, the use of the land for the purpose of a Men's Shed is considered prohibited by Council's Statutory Planning Service.'

- 2. Advises Riddells Creek Men's Shed of the planning considerations outlined within this report, in relation to the former Riddells Creek CFA site.**
- 3. Does not progress advocacy to the Victorian Government regarding the former Riddells Creek CFA site, given the complexities of planning considerations on the site.**
- 4. Notes the findings of the targeted engagement, and writes to the community groups who engaged with targeted engagement regarding the former Riddells**

Creek CFA site, thanking them for their insights, and advising them of the agreed course of action, as noted above under items 3 and 4.

5. Provides in-principle support for direct negotiation of a lease with the Riddells Creek Men's Shed for the site known as the 'Police Paddock' (SPI 16H~2\PP2865) with an intention to resolve negotiations by November 2026.
6. Requests the CEO write a letter of support to the Riddells Creek Men's Shed to enter into lease negotiations with Council for the site, subject to the statutory and governance processes and requirements.

Cr Andrew Scanlon moved an amended officer recommendation.

Resolution 2026/23

Moved: Cr Andrew Scanlon

Seconded: Cr Daniel Young

That Council:

1. Provides the following response to Riddells Creek Men's Shed in relation to the petition received on 14 November 2025 requesting a lease of land within Riddells Creek Recreation Reserve: 'Thank you to the Riddells Creek Men's Shed members who took the time to prepare and submit this petition. It reflects a strong level of local interest and care for this issue. Council recognises the importance a designated space would hold for Riddells Creek Men's Shed members. Unfortunately, due to the current zoning of the Riddells Creek Recreation Reserve, the use of the land for the purpose of a Men's Shed is considered prohibited by Council's Statutory Planning Service.'
2. Advises Riddells Creek Men's Shed of the planning considerations outlined within this report, in relation to the former Riddells Creek CFA site.
3. Does not progress advocacy to the Victorian Government regarding the former Riddells Creek CFA site, given the complexities of planning considerations on the site.
4. Notes the findings of the targeted engagement, and writes to the community groups who engaged with targeted engagement regarding the former Riddells Creek CFA site, thanking them for their insights, and advising them of the agreed course of action, as noted above under items 2 and 3.
5. Provides in-principle support for direct negotiation of a lease with the Riddells Creek Men's Shed for the site known as the 'Police Paddock' (SPI 16H~2\PP2865) with an intention to resolve negotiations by November 2026.
6. Requests the CEO write a letter of support to the Riddells Creek Men's Shed to enter into lease negotiations with Council for the site, subject to the statutory and governance processes and requirements.

CARRIED

PE.1 DRAFT OPEN SPACE STRATEGY - FOR ADOPTION**Summary**

This report presents the final draft Open Space Strategy for adoption by Council. The draft Open Space Strategy will replace the current Open Space Strategy (2013) and provide strategic direction for the planning, management and delivery of public open space for the next 10 years.

The draft Open Space Strategy has been amended in response to community consultation carried out between October and November 2025, and a summary of these changes is provided in this report and attachments, together with officers' responses to feedback.

Recommendation**That Council:**

- 1. Adopts the draft Open Space Strategy (2026).**
- 2. Notes that the draft Open Space Strategy (2026) replaces the Open Space Strategy (2013).**
- 3. Notifies all submitters of Council's decision.**

Cr Jennifer Anderson moved an alternative motion.

Resolution 2026/24

Moved: Cr Jennifer Anderson

Seconded: Cr Andrew Scanlon

That Council:

- 1. Adopts the draft Open Space Strategy (2026) as attached at PE.1 Attachment 2, with the following amendments:**
 - (a) Under the heading "District/Municipal" page 20, change the last sentence to read "They are usually well embellished with facilities and features for a variety of users, but less so if their primary purpose is for conservation".**
 - (b) Change location of Woodend in Table 3 page 24 to be grouped with Lancefield and Riddells Creek in the township size 2000 – 6000.**
 - (c) Add to Figure 6, Map of Kyneton, an arrow pointing to the Boggy Creek (Kyneton) Mineral Springs.**
 - (d) Add to Figure 8, Riddells Creek map, an arrow to Mount Charlie Reserve.**
 - (e) Add Browning Street Conservation Reserve to Figure 9, Map of Woodend, and label as conservation for its open space type and that it has an Environmental Management Plan (EMP).**
 - (f) Add to Table 22, and as an EMP in the Gisborne, New Gisborne and surrounding map, Hobbs Road Reserve, Bullengarook as a reserve that exists in Darraweit Guim**
 - 2. Notes that the draft Open Space Strategy (2026) replaces the Open Space Strategy (2013).**
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3. Notifies all submitters of Council's decision.**CARRIED**

PE.2 TOKAI CITY - SISTER CITY AGREEMENT**Summary**

Council has maintained a Sister City relationship with Tokai City, Japan, for over 15 years. This longstanding connection has fostered goodwill and cultural appreciation between our communities.

However, the impacts of the COVID-19 pandemic, alongside more recent developments such as tighter budget settings and a broader understanding of contemporary local government partnership models - including ceremonial relationships held by Victorian councils - have prompted a reassessment of the long-term sustainability of this partnership.

Resolution 2026/25

Moved: Cr Rob Guthrie
Seconded: Cr Jennifer Anderson

That Council:

- 1. Acknowledges the friendship and cooperation displayed in the Sister City relationship with Tokai City over the past fifteen years.**
- 2. Acknowledges that over time the settings of the Sister City relationship and the structured goals of cooperation, exchange and mutual economic development have changed for Macedon Ranges Shire Council.**
- 3. Writes to the Mayor, Tokai City Council, to thank them, and communicate a respectful conclusion of the Macedon Ranges Shire Council and Japan's Tokai City Council Sister City relationship.**

CARRIED

PE.3 PLN/2024/381 - CEMETERY RESERVE, 90 CARLSRUHE CEMETERY ROAD, CARLSRUHE**Summary**

Planning permit PLN/2024/381 was issued on 24 October 2025 for the removal of native and non-native vegetation. Prior to the commencement of works, Condition 1 of the permit requires amended documents be submitted to the satisfaction of the responsible authority and Department of Energy, Environment and Climate Action (DEECA), and endorsed to form part of the permit. These documents have been amended in accordance with the requirements of Condition 1 and are satisfactory.

Resolution 2026/26

Moved: Cr Janet Pearce
Seconded: Cr Rob Guthrie

That Council endorses the plans to satisfy Condition 1 and form part of Planning Permit PLN/2024/381 for removal of native and non-native vegetation at Cemetery Reserve, 90 Karlsruhe Cemetery Road, Karlsruhe.

In Favour: Crs Kate Kendall, Jennifer Anderson, Rob Guthrie, Janet Pearce, Andrew Scanlon and Daniel Young

Against: Cr Alison Joseph

CARRIED 6/1

PE.4 PLN/2024/150 - 66 HOWEY STREET, GISBORNE

Summary

Council has received an application seeking approval for the use and development of the land for a childcare centre at 66 Howey Street, Gisborne.

As part of the assessment process, the application was advertised to adjoining and surrounding landowners/occupiers, which resulted in 64 objections being received.

Council was notified on 15 January 2026 that the applicant has lodged an appeal at the Victorian Civil and Administrative Tribunal (VCAT), due to Council's failure to grant a permit within the prescribed time under section 79 of the *Planning and Environment Act 1987*.

The hearing dates are set for 20-23 July 2026, while the Compulsory Conference is scheduled for 28 April 2026.

VCAT is now the decision maker in relation to the application, with Council's role being to advise VCAT of the position that Council would have taken with the application.

Recommendation

That Council advise VCAT, the permit applicant and objectors that should Council have been the Responsible Authority for the application, that Council would resolve to issue a Notice of Decision to refuse to grant a permit for the use and development of the land for a child care centre at Lot 9 PS437976P, 66 Howey Street, Gisborne, on the following grounds:

- 1. The proposed is not in accordance with the following policy contained within the Macedon Ranges Planning Scheme in the following manner:**
 - The building design is inconsistent with the established residential character as required by Clause 15 (Built Environment and Heritage), Clause 16 (Housing), the General Residential Zone, Design and Development Overlay Schedule 17 and the local character policy at Clause 02.03 due to the scale and bulk of the building being out of scale with surrounding development and presenting as visually dominant.**
 - The height and style of fencing is inconsistent with the Design and Development Overlay Schedule 17 and would present as visually dominant and out of scale within the existing streetscape, and result in a poor design outcome.**
 - The proposal does not respond to the existing or desired future character of the area sought by the General Residential Zone and Design and Development Overlay Schedule 17 that seeks to maintain the semi-rural**

and village character due to the scale of the building, site coverage and lack of landscaping.

2. The scale and intensity of the use is not aligned with the Macedon Ranges' local policy direction to maintain township character, protect residential amenity, and ensure that non-residential uses are suitably located to minimise off-site impacts. The proposal is therefore contrary to the strategic policy framework at Clause 02 (Municipal Planning Strategy) and Clause 11 (Settlement).
3. The proposal fails to provide the required number of car spaces under Clause 52.06 (Car Parking) and the application has not sought a formal reduction in car parking requirements.

Cr Jennifer Anderson moved an alternative motion.

Resolution 2026/27

Moved: Cr Jennifer Anderson
Seconded: Cr Rob Guthrie

That Council advise VCAT, the permit applicant and objectors that should Council have been the Responsible Authority for the application, that Council would resolve to issue a Notice of Decision to refuse to grant a permit for the use and development of the land for a child care centre at Lot 9 PS437976P, 66 Howey Street, Gisborne, on the following grounds:

1. The proposed is not in accordance with the following policy contained within the Macedon Ranges Planning Scheme in the following manner:
 - The building design is inconsistent with the established residential character as required by Clause 15 (Built Environment and Heritage), Clause 16 (Housing), the General Residential Zone, Design and Development Overlay Schedule 17 and the local character policy at Clause 02.03 due to the scale and bulk of the building being out of scale with surrounding development and presenting as visually dominant.
 - The height and style of fencing is inconsistent with the Design and Development Overlay Schedule 17 and would present as visually dominant and out of scale within the existing streetscape, and result in a poor design outcome. The proposed fences do not respect existing character of no or low front fences and is contrary to the provisions under Clause 54.02-7 which specifies maximum height of 1.5m.
 - The proposal does not respond to the existing or desired future character of the area sought by the General Residential Zone and Design and Development Overlay Schedule 17 that seeks to maintain the semi-rural and village character due to the scale of the building, site coverage and lack of landscaping.
 2. The scale and intensity of the use is not aligned with the Macedon Ranges' local policy direction to maintain township character, protect residential amenity, and ensure that non-residential uses are suitably located to minimise off-site impacts. The proposal is therefore contrary to the strategic policy framework at Clause 02 (Municipal Planning Strategy) and Clause 11 (Settlement).
 3. The proposal fails to provide the required number of car spaces under Clause 52.06 (Car Parking), and the application has not sought a formal reduction in car parking requirements.
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4. The proposal would result in adverse impacts on the operation of the roadway and would present a pedestrian vehicle conflict and limit bus turning, due to the increased number of vehicle movements, resultant traffic congestion and lack of continuous public footpaths.

CARRIED

PE.5 PLN/2024/132 - 38-40 HIGH STREET, 42 HIGH STREET AND 21 DUNDAS STREET, LANCEFIELD

Summary

Council has received an application seeking approval for a mixed-use development comprising nine (9) dwellings and four (4) retail units at 38-40 High Street, and 21 Dundas Street, Lancefield.

Concerns were raised by Council in relation to the scale and intensity of the development proposed noting several non-compliances with Clause 55 and a lack of car parking through a formal request for further information in June 2024. Further concerns regarding the design and scale of the development and its impact on the heritage streetscape were raised by Council in May and November 2025.

Whilst it is acknowledged that the applicant did make some changes to the design in response to the concerns raised (primarily in the form of amended ground and first floor setbacks) the extent of changes has not been sufficient to alleviate the concerns.

Whilst there is policy support for a mixed-use development in this location, the proposal does not present as a site responsive design with regards to scale, intensity and built form and would result in unreasonable amenity impacts.

As part of the assessment process, the application was advertised to adjoining and surrounding landowners/occupiers, which resulted in 31 objections being received. The concerns raised by objectors are extensive and were not resolved as a result of the formal consultation process.

It is recommended that Council issue a Notice of Decision to refuse to grant a permit on the basis that the proposed development would have a detrimental impact on the significance of the heritage place, internal and neighbouring amenity and presents as an overdevelopment of the site.

Resolution 2026/28

Moved: Cr Alison Joseph

Seconded: Cr Andrew Scanlon

That Council issues a Notice of Decision to Refuse to Grant a Permit for Planning Permit Application PLN/2024/132 at 38-40 High Street, 42 High Street and 21 Dundas Street, Lancefield on the following grounds:

1. The proposal would not result in an acceptable outcome with regards to the following planning policy relating to urban design, built form and neighbourhood character:
 - The proposal does not respond to the existing and desired future character of Lancefield as expressed in Clauses 11.01-1L (Settlement – Lancefield) and 15.01-5L (Neighbourhood character – Macedon Ranges townships).
-

- The proposal is not in accordance with planning policy at Clauses 02.03-5 (Built environment and heritage), 02.03-6 (Housing), 15.01-1L (Urban design – Macedon Ranges) and 15.01-2S (Building design).

This is due to the development not presenting as a site responsive design, and not respecting the design principals of the original heritage settlement and existing and desired character due to the scale, form and intensity of the proposed development dominating the streetscape; the lack of separation disrupting the rhythm of the streetscape; the dominance of hardstand and lack of landscaping.

2. The proposal does not respect the heritage features of the heritage place which is contrary to Clauses 15.03 (Heritage) and 43.01 (Heritage Overlay) as the scale, form and materials of the proposed building fronting High Street would result in a built form that is overly dominant to the contributory dwelling at 42 High Street and the heritage streetscape, and fails to create a clear distinction from the original heritage fabric.
3. The design and layout of the accessway and car park would not result in an orderly planning outcome and is not in accordance with the requirements of Clause 52.06 and Clause 65 in the following manner:
 - The application proposes a predominantly single lane accessway to service 19 car parking spaces, loading/unloading areas and waste collection, with no dedicated passing areas which would result in issues with the movement of vehicles both within and to/from the site.
 - The site layout/design lacks functionality with no dedicated turning areas within the car park area, and loading/unloading and waste collection proposed to occur all within the one high volume traffic area.
 - The lack of pedestrian accessways/paths presents a clear vehicle/pedestrian conflict and safety issue.
 - The design of the internal accessway/car park would attract a high volume of traffic movements in close proximity to a number of dwellings (sensitive land uses), resulting in a poor internal amenity outcome.
4. The proposal would result in unacceptable amenity impacts (both internal and external amenity) due to the non-compliances with the following objectives and standards of Clause 55:
 - Clause 55.02-3 Side and rear setbacks objective (Standard B2-3) – the western wall of the retail premises does not comply.
 - Clause 55.02-7 (Tree canopy objectives) due to a lack of information demonstrating compliance with Standard B2-7.
 - Clause 55.03-11 (Storage objective) due to insufficient storage facilities for Units 1-5.
 - Clause 55.05-4 Solar protection to new north-facing windows objective due to a lack of information demonstrating compliance with Standard B5-4 for Dwelling 4.
 - Clause 55.05-5 (Waste and recycling objectives) due to the waste collection arrangements resulting in undue amenity impacts on neighbouring dwellings.

CARRIED

12 CHIEF EXECUTIVE OFFICER REPORTS

Nil

13 CORPORATE REPORTS**COR.1 CONTRACTS TO BE AWARDED AS AT MARCH 2026****Summary**

This report provides details of contracts proposed to be awarded under a delegation from Council, from the date of the last report to 26 November 2025. 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 2026/29

Moved: Cr Rob Guthrie
Seconded: Cr Janet Pearce

That Council notes that the following contracts will be awarded by Council officers under delegated authority:

- 1. C26-127 Dixon Field Lighting Round 2**
- 2. C26-128 Gisborne Futures Structure Plan - Gisborne Business Park**
- 3. C26-125 Essential Safety Measures Service and Rectification**

CARRIED

COR.2 CEO EMPLOYMENT AND REMUNERATION COMMITTEE - APPOINTMENT OF INDEPENDENT ADVISOR**Summary**

This report seeks Council endorsement of the appointment of an Independent Advisor to the CEO Employment and Remuneration Committee (the Committee).

The Independent Advisor provides expert, independent advice to support Council in fulfilling its statutory responsibilities in relation to the employment cycle of the Chief Executive Officer (CEO), including recruitment, performance review, contract management and remuneration.

The appointment has been undertaken in accordance with Council's CEO Employment and Remuneration Policy and the Committee Terms of Reference. The endorsement of this appointment will ensure the Committee is appropriately constituted and able to fulfil its governance role.

Recommendation**That Council:**

- 1. Endorses the appointment of (Name) as Independent Advisor to the CEO Employment and Remuneration Committee for a term of up to four years, commencing 26 March 2026 and concluding 26 March 2030 unless otherwise agreed.**
- 2. Endorses the remuneration arrangements for the Independent Advisor as outlined in this report.**

Cr Janet Pearce moved an amended officer recommendation.

Resolution 2026/30

Moved: Cr Janet Pearce
Seconded: Cr Alison Joseph

That Council:

- 1. Endorses the appointment of Rebecca McKenzie as Independent Advisor to the CEO Employment and Remuneration Committee for a term of up to four years, commencing 26 March 2026 and concluding 26 March 2030 unless otherwise agreed.**
- 2. Endorses the remuneration arrangements for the Independent Advisor as outlined in this report**

CARRIED

**COR.3 QUARTERLY FINANCIAL REPORT - OCTOBER TO DECEMBER 2025 AND
MID YEAR BUDGET REVIEW 31 DECEMBER 2025****Summary**

The purpose of this report is to provide Council and the community with a report on the financial position of the Macedon Ranges Shire Council to 31 December 2025 for the 2025/2026 financial year (Quarter 2), in accordance with the requirements of the *Local Government Act 2020*.

Resolution 2026/31

Moved: Cr Jennifer Anderson

Seconded: Cr Rob Guthrie

That Council

1. **Receives the Quarterly Financial report as at 31 December 2025, in accordance with the requirements of the Local Government Act 2020.**
2. **Acknowledges no budget changes are required because of the mid-year budget review.**
3. **Adopts:**
 - (a) **the Reserve transfer correction of \$15,000 for the Gisborne Fields Landscape Plan.**
 - (b) **the additional \$40,000 Reserve transfer from the Community Facilities – West Reserve to fund the Woodend Kindergarten Gate and Fence.**
 - (c) **the cancellation of the identified projects in Table 1.**
 - (d) **the project adjustments for the listed projects in Table 3.**
 - (e) **the reduced loan borrowings included in the budget because of cancelling projects at point 3 (c).**
4. **Notes:**
 - (a) **the update on identified carry forwards as at 31 December 2025, and**
 - (b) **that the Chief Executive Officer acknowledges a revised budget is not required.**

CARRIED

COR.4 PETITION RESPONSE - TULLOHS LANE, SIDONIA - MAINTENANCE OF FENCES AND ROAD ACCESS

Procedural Note: Having previously declared a conflict of interest in relation to this item, Bernie O’Sullivan (Chief Executive Officer) left the meeting at 8:14pm.

Summary

This report responds to a petition received from Nicholas White on behalf of residents regarding the maintenance of fences along Tullohs Lane, Sidonia, and the accessibility of the gazetted road reserve for the movement of stock, vehicles, and emergency services access.

It provides Council with information regarding the status of Tullohs Lane, Council’s legislative responsibilities, and the powers available to Council in relation to maintenance, obstruction, and access. It also outlines officer investigations undertaken and recommended next steps.

Resolution 2026/32

Moved: Cr Andrew Scanlon

Seconded: Cr Rob Guthrie

That Council:**1. Notes:**

- (a) the report in response to the petition regarding Tullohs Lane, Sidonia.
- (b) that no further action will be taken by Council at this time in response to the petition.

- 2. Requests the Chief Executive Officer to provide correspondence to the lead petitioner and adjoining property owners outlining Council’s position and relevant information in this report.

CARRIED

Procedural Note: Bernie O’Sullivan (Chief Executive Officer) returned to the meeting at 8:18pm.

COR.5 KYNETON AIRFIELD - HANGAR SITES UPDATE ON LEASE NEGOTIATIONS**Summary**

This report provides Council with a summary of the outcomes following the negotiation of ground leases for privately owned hangars at the Kyneton Airfield, in accordance with the resolution of Council at its meeting of 24 September 2025.

The report provides an update that the leases have been progressed in accordance with Council’s resolution, Council’s Lease and Licence Policy (2024), and relevant legislative requirements.

Resolution 2026/33

Moved: Cr Rob Guthrie

Seconded: Cr Janet Pearce

That Council notes the update and status of leases negotiations consistent with Council's resolution of 24 September 2025 and in accordance with Council's Lease and Licence Policy (2024).

CARRIED

COR.6 PROCUREMENT POLICY

Summary

To present the final Procurement Policy for Council endorsement following councillor briefing and detailed review. This report outlines the key changes, legislative requirements, options considered and recommended final settings.

Resolution 2026/34

Moved: Cr Rob Guthrie

Seconded: Cr Andrew Scanlon

That Council adopts the Procurement Policy 2026, including the following:

- 1. The CEO's financial delegation at \$1,000,000 (excl. GST).**
- 2. Public Tender threshold at \$200,000 (excl. GST).**
- 3. An increased Manager (Group C) financial delegation, up to \$80,000 (excl. GST).**

CARRIED

COR.7 ESTABLISHMENT OF INNOVATION WORKING GROUP

Summary

The report recommends that Council endorse the establishment of an Innovation Working Group model, rather than a formal Committee, to provide a structured but flexible approach to exploring innovation opportunities.

The proposed model aligns with Council's governance framework, supports strategic discussion and avoids duplication of existing processes or additional administrative burden.

A draft Terms of Reference is attached for consideration by Council.

Resolution 2026/35

Moved: Cr Alison Joseph

Seconded: Cr Andrew Scanlon

That Council:

- 1. Endorses the establishment of an advisory Innovation Working Group as part of the Councillor briefing program, including an initial operating model as outlined in this report.**
-

2. **Requests the Chief Executive Officer finalise and circulate the Terms of Reference and initial workplan for the Innovation Working Group to Councillors.**
3. **Notes that Council may vary the Terms of Reference, operating model, or discontinue the Innovation Working Group at any time by agreement of the Mayor and CEO.**

CARRIED

14 COMMUNITY REPORTS

COM.2 COMMUNITY SATISFACTION SURVEY ACTION PLAN

Summary

This report comes to Council to consider the actions included in the attached Community Satisfaction Survey Action Plan, as mechanisms to address community satisfaction scores.

Resolution 2026/36

Moved: Cr Janet Pearce
Seconded: Cr Rob Guthrie

That Council notes the Community Satisfaction Survey Action Plan and that these items will be reported on each year when the Community Satisfaction Survey results are brought to Council.

CARRIED

15 ASSETS AND OPERATIONS REPORTS

AO.1 MACEDON RANGES COMMUNITY EQUESTRIAN FACILITIES PLAN

Procedural Note: Having previously declared a conflict of interest in relation to this item and item AO.2, Rebecca Stockfeld (Director Planning and Environment) left the meeting at 8:27pm and did not return.

Summary

To present the final Macedon Ranges Community Equestrian Facilities Plan (Attachment 1) to Councillors for adoption consideration.

Resolution 2026/37

Moved: Cr Jennifer Anderson
Seconded: Cr Alison Joseph

That Council adopts the final Macedon Ranges Community Equestrian Facilities Plan.

CARRIED

AO.2 WOODEND RACECOURSE RESERVE MASTER PLAN**Summary**

The purpose of this report is to present the final Woodend Racecourse Reserve Master Plan 2026 (Attachment 1) and associated Background Report (Attachment 2) to Council for adoption consideration.

Resolution 2026/38

Moved: Cr Janet Pearce
Seconded: Cr Andrew Scanlon

That Council adopts the Woodend Racecourse Reserve Master Plan.

In Favour: Crs Kate Kendall, Jennifer Anderson, Rob Guthrie, Janet Pearce, Andrew Scanlon and Daniel Young

Against: Cr Alison Joseph

CARRIED 6/1

Procedural Note: Due to technical difficulties, the meeting was adjourned from 8:47pm and recommenced at 8:54pm.

16 NOTICES OF MOTION AND RESCISSION**NO. 14/2025-26: NOTICE OF MOTION - MEMORIAL RESERVE**

I, Councillor Janet Pearce, give notice that at the next Meeting of Council to be held on 25 March 2026, I intend to move the following motion:

Resolution 2026/39

Moved: Cr Janet Pearce
Seconded: Cr Rob Guthrie

That Council, in response to a request from the Kyneton Sub Branch of the Returned and Services League of Australia (RSL), writes to the Minister for Creative Industries expressing its support for the RSL's proposal to establish a Memorial Reserve, incorporating the existing World War I Memorial located on part of the grounds surrounding the former Kyneton State School; and that the Mayor and the Chief Executive Officer be authorised to sign the letter of support on behalf of Macedon Ranges Shire Council.

CARRIED

NO. 15/2025-26: NOTICE OF MOTION - LANCEFIELD PARK PRECINCT

I, Councillor Daniel Young, give notice that at the next Meeting of Council to be held on 25 March 2026, I intend to move the following motion:

Resolution 2026/40

Moved: Cr Daniel Young
Seconded: Cr Andrew Scanlon

That Council:

- 1. Requests the Chief Executive Officer to prepare a report within 3 months for Council consideration outlining a framework and process for Macedon Ranges Shire Council to assume the ongoing management of the Lancefield Park Precinct, which is currently managed by a Committee of Management appointed by the relevant State Government department.**
- 2. The report is to include, but not be limited to:**
 - (a) An assessment of the current governance and management arrangements for the Lancefield Park Precinct.**
 - (b) An estimated ongoing operational and maintenance budget required should Council assume management responsibility.**
 - (c) Identification of any required capital works, asset condition considerations, and associated financial implications.**
 - (d) An advocacy strategy to the State Government as landowner, including alignment with Council's Priority Projects Prospectus and any relevant strategic documents.**
 - (e) Legal, risk, insurance and liability considerations associated with a transfer of management.**
 - (f) Any other relevant matters for Council's consideration, including stakeholder and community engagement requirements.**

CARRIED

17 URGENT BUSINESS

Nil

18 CONFIDENTIAL REPORTS

Nil

The meeting closed at 9:13pm.

The minutes of this meeting will be confirmed at the Council Meeting held on 22 April 2026.