

# Minutes

**Council Meeting**  
**Wednesday 28 May 2025 at 7:00 PM**  
**Gisborne Administration Centre**  
**40 Robertson Street, Gisborne**

**Order of business**

<b>1</b>	<b>Acknowledgement of Country</b>	<b>4</b>
<b>2</b>	<b>Recording of live streaming of this Council meeting</b>	<b>4</b>
<b>3</b>	<b>Present</b>	<b>4</b>
<b>4</b>	<b>Apologies</b>	<b>4</b>
<b>5</b>	<b>Conflicts of interest</b>	<b>4</b>
<b>6</b>	<b>Petitions</b>	<b>4</b>
	Nil	
<b>7</b>	<b>Deputations and presentations to Council</b>	<b>4</b>
7.1	Public Question - Rohan Kemp	4
<b>8</b>	<b>Adoption of minutes</b>	<b>5</b>
<b>9</b>	<b>Mayor's report</b>	<b>5</b>
9.1	Mayor's Report - April-May 2025	5
<b>10</b>	<b>Record of meetings of Councillors and Council staff</b>	<b>5</b>
10.1	Record of Meetings of Councillors and Council Staff - April-May 2025	5
<b>11</b>	<b>Director Planning and Environment reports</b>	<b>6</b>
PE.1	Revised Flood Risk Mapping - Request for Ministerial Planning Scheme Amendment	6
PE.2	Visitor Economy Partnership	7
PE.3	Consideration of a Planning Panel - Combined Planning Scheme Amendment C147MACR and Planning Permit Application PLN/2022/354 - Benetas Retirement Village	8
<b>12</b>	<b>Chief Executive Officer reports</b>	<b>9</b>
CX.1	Emergency Services and Volunteers Fund Levy	9
<b>13</b>	<b>Director Corporate reports</b>	<b>11</b>
COR.1	Quarterly Financial Report - January to March 2025	11
COR.2	Instrument of Appointment and Authorisation	12
COR.3	2024 Macedon Ranges Shire Council General Election Report	12
COR.4	Planning Delegated Committee Meeting Dates 2025	13
<b>14</b>	<b>Director Community reports</b>	<b>13</b>
COM.1	Small Projects Grant Recommendation Report	13
COM.2	Community Grants Policy Review	14
<b>15</b>	<b>Notices of motion and rescission</b>	<b>14</b>
	Nil	
<b>16</b>	<b>Urgent business</b>	<b>14</b>
<b>17</b>	<b>Confidential reports</b>	<b>14</b>

Nil

**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 Dominic Bonanno (Mayor), Cr Kate Kendall (Deputy Mayor), Cr Jennifer Anderson, Cr Cassy Borthwick, Cr Alison Joseph, Cr Janet Pearce, Cr Andrew Scanlon, Cr Christine Walker, Cr Daniel Young

**IN ATTENDANCE**

Bernie O'Sullivan (Chief Executive Officer), Adele Drago-Stevens (Director Corporate), Rebecca Stockfeld (Director Planning and Environment), Maria Weiss (Director Community), Dominic Testoni (Director Assets and Operations), Jessica Clarke-Hong (Manager Governance and Performance), Lucy Olson (Senior Governance Officer - Council Business)

**4 APOLOGIES**

Nil

**5 CONFLICTS OF INTEREST**

Nil

**6 PETITIONS**

Nil

**7 DEPUTATIONS AND PRESENTATIONS TO COUNCIL****7.1 PUBLIC QUESTION - ROHAN KEMP**Question

With the recent 5th anniversary of the State Governments grant to complete the 'shovel ready' Woodend to Riddells Creek Shared Trail Project, can you please advise the community what is the percentage of the 24km trail has been completed and delivered to

---

local residents? To be clear and factual, can you please share the total distance completed and delivered, and what this represents as a percentage of the total 24km

Answer

Council has progressed the designs for the Shared Trail with a number of stages/sections receiving some minor alignment adjustments due requested changes to satisfy their approval requirements for multiple agencies/authorities and landowners.

In some instances this has reduced the length of sections which is reflected in the revised length to be constructed now totalling 21.67km.

The total length of trail sections either completed to date, currently under construction at present or with all approvals in place with construction due to commence within the coming weeks totals 2.172 km, or just on 10% of the revised total.

---

## **8 ADOPTION OF MINUTES**

### **Resolution 2025/39**

Moved: Cr Jennifer Anderson  
Seconded: Cr Andrew Scanlon

**That the minutes of Scheduled Council Meeting of the Macedon Ranges Shire Council held on Wednesday 23 April 2025 as circulated be confirmed.**

**CARRIED**

---

## **9 MAYOR'S REPORT**

### **9.1 MAYOR'S REPORT - APRIL-MAY 2025**

#### **Resolution 2025/40**

Moved: Cr Kate Kendall  
Seconded: Cr Alison Joseph

**That Council receives and notes the Mayor's report.**

**CARRIED**

---

## **10 RECORD OF MEETINGS OF COUNCILLORS AND COUNCIL STAFF**

<b>10.1</b>	<b>RECORD OF MEETINGS OF COUNCILLORS AND COUNCIL STAFF - APRIL-MAY 2025</b>
-------------	---

### **Summary**

Rule 66 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 2025/41**

Moved: Cr Andrew Scanlon

Seconded: Cr Alison Joseph

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

**CARRIED****11 DIRECTOR PLANNING AND ENVIRONMENT REPORTS****PE.1 REVISED FLOOD RISK MAPPING - REQUEST FOR MINISTERIAL PLANNING SCHEME AMENDMENT****Summary**

This report seeks Council's resolution to note the flood studies prepared by the North Central Catchment Management Authority (NCCMA) and attached to this report and to request written consent from the Minister for Planning to prepare and exhibit draft Planning Scheme Amendment C162macr to the Macedon Ranges Planning Scheme. It also recommends that Council defer its role as the planning authority to the Minister for Planning, to streamline the amendment process and enable the use of the Flood-related Amendments Standing Advisory Committee to address any emerging issues and consider unresolved submissions.

**Resolution 2025/42**

Moved: Cr Jennifer Anderson

Seconded: Cr Janet Pearce

**That Council :**

- 1. Notes the flood studies prepared by the North Central Catchment Management Authority attached to this report.**
- 2. Seeks written consent from the Minister for Planning to:**
  - (a) Prepare and give notice of the draft Planning Scheme Amendment 162macr to the Macedon Ranges Planning Scheme.**
  - (b) Utilise the Flood-related Amendments Standing Advisory Committee to review unresolved submissions.**

**CARRIED**

---

**PE.2 VISITOR ECONOMY PARTNERSHIP****Summary**

The purpose of this report is to outline the opportunity for Macedon Ranges Shire Council to continue its membership in a Visitor Economy Partnership (VEP) as it transitions from Daylesford Macedon Tourism to Destination Central Victoria Inc.

Destination Central Victoria will support tourism businesses and be a lead for visitor attraction to the region covering the areas of Macedon Ranges, Hepburn, Central Goldfields and Mount Alexander Shires. It is proposed that each CEO or delegate be part of the Board of the new organisation, as well as skilled industry representatives.

It is also proposed that Council continue providing an annual payment to the new VEP.

**Resolution 2025/43**

Moved: Cr Jennifer Anderson

Seconded: Cr Janet Pearce

**That Council:**

- 1. Approves membership to Destination Central Victoria Inc. as the new Visitor Economy Partnership for the region.**
- 2. Joins Destination Central Victoria Inc, as the official Visitor Economy Partnership for the region, following its legal incorporation.**
- 3. Allocates an annual contribution each financial year to Destination Central Victoria Inc., subject to Council's annual budgetary process.**

**CARRIED**

---

### **PE.3 CONSIDERATION OF A PLANNING PANEL - COMBINED PLANNING SCHEME AMENDMENT C147MACR AND PLANNING PERMIT APPLICATION PLN/2022/354 - BENETAS RETIREMENT VILLAGE**

#### **Summary**

The purpose of this report is to consider all submissions received during the exhibition of Amendment C147macr and planning permit application PLN/2022/354, and to decide whether to refer the submissions received to a Planning Panel to hear submissions and provide Council advice on the amendment and planning permit. The combined amendment and permit application seeks to facilitate the use of the site for a retirement village, representing the second stage of a two-stage aged care and retirement master plan for the site.

The report follows a decision of Council's Delegated Planning Committee to defer consideration of Amendment C147macr and an officer recommendation at the Delegated Planning Committee to refer the submission to an independent Planning Panel, to the Scheduled Council Meeting of May 2025.

Following the decision of the Delegated Planning Committee, Council received a letter from Russell Kennedy Lawyers, acting on behalf of the proponent Benetas, outlining that if Council considers that the removal of the covenant is an impediment to the progression of the amendment, then that aspect of the amendment proposing to remove the restrictive covenant should be abandoned. The letter states that the development can be approved in compliance with the terms of the covenant, and in so doing eliminates the need to remove the covenant, should this be the preferred approach. This is discussed in the

amendment that removes the proposed Schedule to 52.02 (i.e. removes the issue of removing the covenant from the amendment).

A review of submissions and an officer response has been completed and several other matters raised remain unresolved. This report outlines the next steps for the amendment and the basis for officers' recommendations.

It is recommended that the unresolved submissions be referred to a Planning Panel for independent review and a change to the amendment to remove the element that relates to the restrictive covenant be endorsed.

The Panel's review of the Amendment and submissions will provide clarity and expert advice on key issues and is intended to inform Council at a later date on its decision whether to adopt Amendment 147macr with or without change or not at all.

#### **Recommendation**

##### **That Council:**

- 1. Endorses the post-exhibition changes to Amendment C147macr as described in this report (removal of the proposed Schedule to 52.02 and associated text in the explanatory report), to become Council's formal position on C147macr at a Planning Panel.**
- 2. Requests the Minister for Planning to appoint an independent Planning Panel under Part 8 of the Planning and Environment Act 1987 to consider the submissions to Amendment C147macr and planning permit PLN/2022/354.**



3. Refers all submissions to Amendment C147macr and planning permit PLN/2022/354 to the Panel, in accordance with Section 23 of the Planning and Environment Act 1987.
4. Notifies all submitters to Amendment C147macr and PLN/2022/354 of Council's decision.

---

Cr Kate Kendall moved an alternative motion.

---

#### **Resolution 2025/44**

Moved: Cr Kate Kendall  
Seconded: Cr Christine Walker

#### **That Council:**

1. Request the Minister for Planning to appoint an independent Planning Panel under Part 8 of the Planning and Environment Act 1987 to consider the submissions to Amendment C147macr and planning permit PLN/2022/354.
2. Refers all submissions to Amendment C147macr and planning permit PLN/2022/354 to the Panel, in accordance with Section 23 of the Planning and Environment Act 1987.
3. Notifies all submitters to Amendment C147macr and PLN/2022/354 of Council's decision.
4. Subsequent to Planning Panel report, Council receives further legal advice as required.

In Favour: Crs Dominic Bonanno, Kate Kendall, Janet Pearce, Andrew Scanlon, Christine Walker and Daniel Young

Against: Crs Jennifer Anderson, Cassy Borthwick and Alison Joseph

**CARRIED 6/3**

## **12 CHIEF EXECUTIVE OFFICER REPORTS**

### **CX.1 EMERGENCY SERVICES AND VOLUNTEERS FUND LEVY**

#### **Summary**

The purpose of this report is to recommend that Council writes to the Victorian Premier, Treasurer, Minister for the Emergency Services, Leader of the Opposition and Shadow Treasurer regarding the Emergency Services Volunteer Fund Levy that the Victorian Government will implement from 1 July 2025 following its passage through the Victorian Parliament.

#### **Recommendation**

#### **That Council:**

---

1. **Notes the significant negative financial impact the Emergency Services Volunteer Fund Levy will have on the Macedon Ranges Shire community, in particular the farming and business sectors.**
2. **Requests the Chief Executive Officer to write to the Victorian Premier, Treasurer, Minister for Emergency Services, Leader of the Opposition and Shadow Treasurer to advise that Macedon Ranges Shire Council:**
  - (a) **Objects to the introduction of the Emergency Services and Volunteer Fund Levy in its current form, due to the significant impacts it will have on the shire's farming, commercial and industrial sectors.**
  - (b) **Considers that this new levy has been rushed through without a full assessment being undertaken of its impacts on rural and regional communities and local government authorities, to avoid or reduce negative consequences.**
  - (c) **Calls for the levy to be administered fully by the State Revenue Office, with no role for local government in its collection.**
  - (d) **Requests that, if the Victorian Government proceeds with implementing this new levy and requires local government authorities to administer it, then:**
    - (i) **A realistic timeframe for its implementation be negotiated with the local government sector;**
    - (ii) **Full initial and ongoing funding support for its administration be provided to local government authorities; and**
    - (iii) **The State funds and implements an extensive communications campaign to update ratepayers and volunteers on the rationale of the new Emergency Services and Volunteer Fund levy and how it will be administered.**

---

Cr Andrew Scanlon moved an amended officer recommendation.

#### **Resolution 2025/45**

Moved: Cr Andrew Scanlon

Seconded: Cr Alison Joseph

#### **That Council:**

1. **Notes the significant negative financial impact the Emergency Services Volunteer Fund Levy will have on the Macedon Ranges Shire community, in particular the farming and business sectors.**
  2. **Requests the Mayor and the Chief Executive Officer to write to the Victorian Premier, Treasurer, Minister for Emergency Services, Leader of the Opposition, Shadow Treasurer and the local Member for Macedon, to advise that Macedon Ranges Shire Council:**
    - (a) **Objects to the introduction of the Emergency Services and Volunteer Fund Levy in its current form, due to the significant impacts it will have on the shire's farming, commercial and industrial sectors.**
    - (b) **Considers that this new levy has been rushed through without a full assessment being undertaken of its impacts on rural and regional**
-

---

communities and local government authorities, to avoid or reduce negative consequences.

- (c) Calls for the levy to be administered fully by the State Revenue Office, with no role for local government in its collection.
- (d) Requests that, if the Victorian Government proceeds with implementing this new levy and requires local government authorities to administer it, then:
  - (i) A realistic timeframe for its implementation be negotiated with the local government sector;
  - (ii) Full initial and ongoing funding support for its administration be provided to local government authorities; and
  - (iii) The State funds and implements an extensive communications campaign to update ratepayers and volunteers on the rationale of the new Emergency Services and Volunteer Fund levy and how it will be administered.

- 3. Requests the Mayor and the Chief Executive Officer to write to all Victorian Councils, Rural Councils Victoria and the Municipal Association of Victoria seeking them to unite, and as a collective, oppose the collection of the Emergency Services and Volunteer Fund Levy.

**CARRIED**

---

## 13 DIRECTOR CORPORATE REPORTS

### COR.1 QUARTERLY FINANCIAL REPORT - JANUARY TO MARCH 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 March 2025 for the 2024/2025 financial year (Quarter 3), in accordance with the requirements of the *Local Government Act 2020*.

#### Resolution 2025/46

Moved: Cr Kate Kendall  
Seconded: Cr Andrew Scanlon

#### That Council:

- 1. Receives the Quarterly Financial report as at 31 March 2025, in accordance with the requirements of the Local Government Act 2020; and
- 2. Adopts the Reserve Transfer from the Drainage Reserve of \$131,450.

**CARRIED**

---

**COR.2 INSTRUMENT OF APPOINTMENT AND AUTHORISATION****Summary**

This report seeks Council's approval to appoint three authorised officers under the *Planning and Environment Act 1987* (the Act) and the *Local Government Act 2020* (the Act) by an Instrument of Appointment and Authorisation. Under these Acts, only Council, by a resolution, can appoint authorised officers who must be employees of Council.

An Instrument of Appointment and Authorisation is required for officers who have recently commenced with Council.

This report also seeks to revoke one Instrument of Appointment and Authorisation for an authorised officer who is no longer an employee of Council. Only Council, by a resolution, can revoke the Instrument of Appointment and Authorisation for authorised officers under the *Planning and Environment Act 1987* (the Act) and the *Local Government Act 2020* (the Act).

**Resolution 2025/47**

Moved: Cr Christine Walker

Seconded: Cr Alison Joseph

**That Council resolves that in the exercise of the powers conferred by section 147(4) of the *Planning and Environment Act 1987* and section 313 of the *Local Government Act 2020*:**

- 1. Council officers named in the Instruments of Appointment and Authorisation provided in Attachment 1 be appointed and authorised;**
- 2. The Instruments of Appointment and Authorisation come into force upon signing and remain in force until Council determines to vary or revoke these;**
- 3. The Instruments of Appointment and Authorisation in Attachment 1 are signed; and**
- 4. The Instrument of Appointment and Authorisation for Isobel Maginn be revoked.**

**CARRIED**

**COR.3 2024 MACEDON RANGES SHIRE COUNCIL GENERAL ELECTION REPORT****Summary**

The Macedon Ranges Shire Council general election was held on 26 October 2024. In alignment with Regulation 83(1) of the LGER2020, the VEC must prepare a report to the CEO on the conduct of the election within 6 months of the election day. The CEO must (under Regulation 83(3) of the LGER2020) ensure that the report is submitted to the Council at the earliest meeting of the Council following the receipt of the report by the CEO.

**Resolution 2025/48**

Moved: Cr Christine Walker

Seconded: Cr Janet Pearce

**That Council receives the Victorian Electoral Commission's report on the 2024 Macedon Ranges Shire Council general election.**

**CARRIED**

---

#### **COR.4 PLANNING DELEGATED COMMITTEE MEETING DATES 2025**

##### **Summary**

Currently Planning Delegated Committee (PDC) meetings are scheduled, by resolution of Council, up until the end of June 2025. Councillors have been considering the ongoing format of PDC committee and meetings however this work will not be completed by the end of June 2025. Officers are therefore proposing that PDC meetings be scheduled for the second Wednesdays in both July and August 2025.

##### **Resolution 2025/49**

Moved: Cr Alison Joseph

Seconded: Cr Andrew Scanlon

**That Council schedules Planning Delegated Committee meetings to be held online, if required, on Wednesday 9 July 2025 at 7pm and Wednesday 13 August 2025 at 7pm.**

**CARRIED**

---

## **14 DIRECTOR COMMUNITY REPORTS**

#### **COM.1 SMALL PROJECTS GRANT RECOMMENDATION REPORT**

##### **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 2024-25 is \$30,000 and not-for-profit groups can apply for a maximum of \$3,000 per application.

Applications are assessed against set criteria outlined in the Small Project Grants Guidelines. Funding recommendations are presented at a Council meeting for review and consideration.

This month four applications have been received, seeking a total of \$11,155 in funding. These applications have been evaluated against the eligibility criteria and are deemed to be eligible.

##### **Resolution 2025/50**

Moved: Cr Christine Walker

Seconded: Cr Alison Joseph

**That Council approves the awarding of:**

- 1. \$3,000 small project grant to Macedon and Mount Macedon Community House, for their Community Kitchen Garden Wicking Beds project.**
  - 2. \$2,255 small project grant to Upper Deep Creek Landcare Group, for their Landcare Bush Dance project.**
  - 3. \$2,900 small project grant to Macedon and Mount Macedon Landcare Group, for their Movies on the Mount project.**
  - 4. \$3,000 small project grant to Windarring, for their Sensory Station project.**
- 

**CARRIED**

---

## **COM.2 COMMUNITY GRANTS POLICY REVIEW**

### **Summary**

The purpose of this report is to seek Council endorsement on the amendments proposed to the Community Grants Policy and all grant guidelines that fall under the Community Grants Policy following an annual review.

### **Resolution 2025/51**

Moved: Cr Jennifer Anderson

Seconded: Cr Andrew Scanlon

**That Council adopts the updated DRAFT Community Grants Policy as presented and revokes all previous versions of this policy effective from 29 May 2025.**

**CARRIED**

## **15 NOTICES OF MOTION AND RESCISSION**

Nil

## **16 URGENT BUSINESS**

Nil

## **17 CONFIDENTIAL REPORTS**

Nil

**The meeting closed at 8:30pm.**

**The minutes of this meeting will be confirmed at the Council Meeting held on 18 June 2025.**