



**Macedon
Ranges**
Shire Council

ATTACHMENTS

**Council Meeting
Under Separate Cover**

Wednesday 24 August 2022

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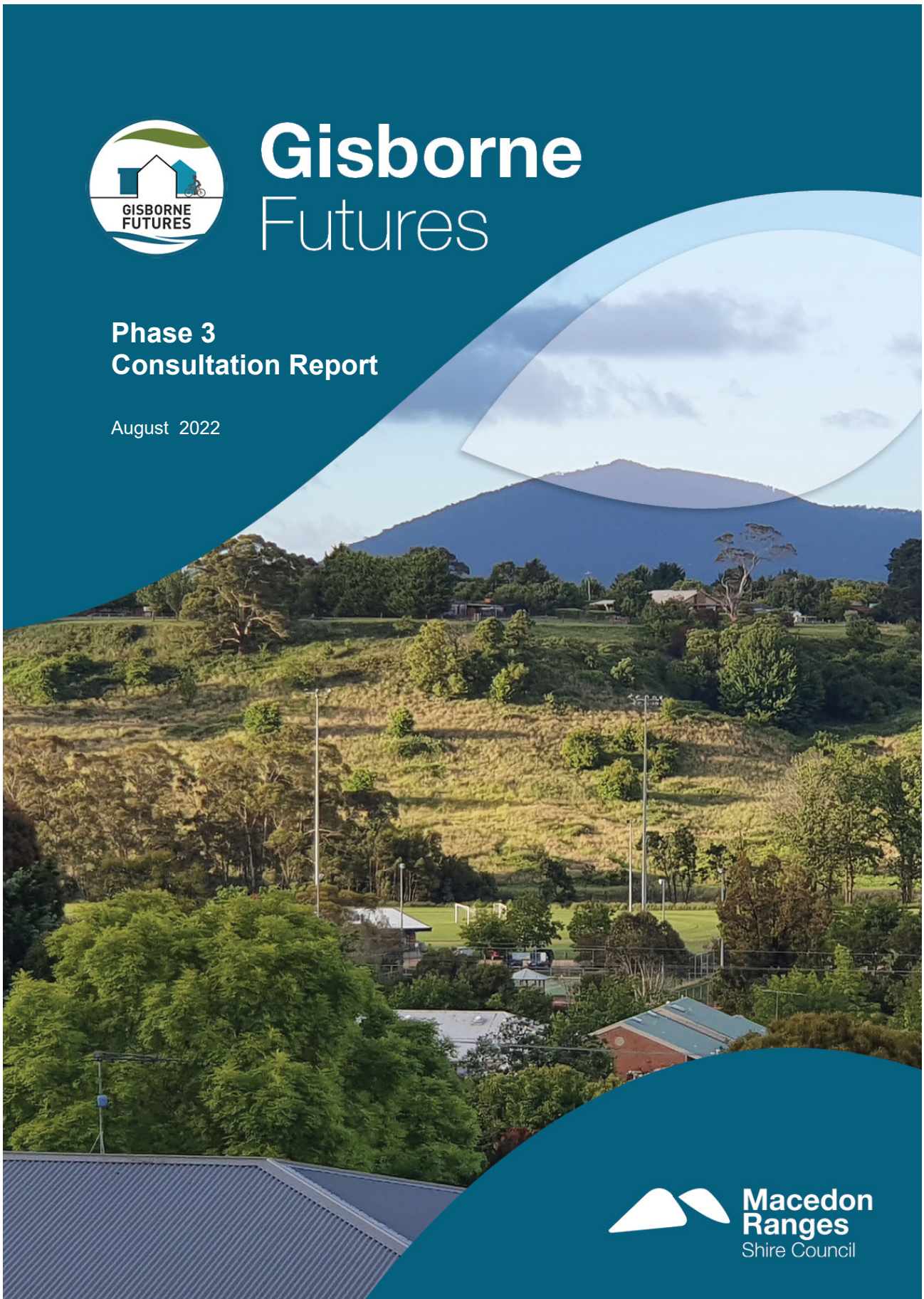
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Gisborne Futures

Phase 3 Consultation Report

August 2022



 **Macedon
Ranges**
Shire Council

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Version control

Date	Version	Purpose	Reviewed
June 2022	Version 1	Preliminary draft for internal review	IM, LK, RB, SP, AS, SF, EL
August 2022	Version 2	Final draft for Council report	

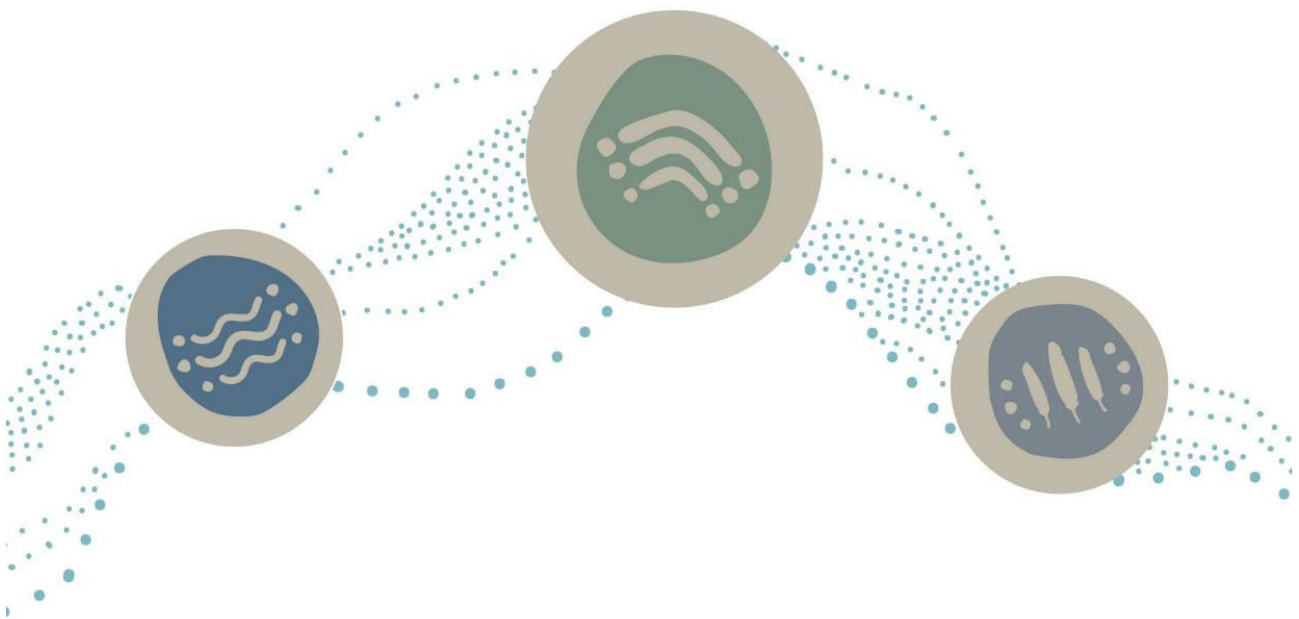
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Acknowledgement of Country

Gisborne and surrounds is within the traditional country of the Wurundjeri Woi Wurrung people to whom landscapes are part of a single, holistic, cultural and spiritual landscape.

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, present and emerging.

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



Artwork by Taungurung artist Maddi Moser

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1 Introduction

This consultation report provides a summary of the feedback received during the Phase 3 consultation for the Gisborne Futures project and Council response.

The engagement ran for a period of 7 weeks from 29 July to 11 September in 2020. During this time Council presented the first draft of the Gisborne Structure Plan, Urban Design Framework and Neighbourhood Character Study along with all supporting technical documents and research. Feedback was invited from a broad range of stakeholders and community members.

Over the course of 2021 Council officers have been presenting Councillors with a comprehensive summary of key themes and issues, responses and detailed submission summaries resulting from the consultation process.

Council is committed to understanding and responding to the views of the community through consultation processes. Submissions have highlighted the key themes that the community is most passionate about, what values are the most important and where improvements can be made to reinforce these through the plans.

Planning for township growth is a challenging field and the views of the community also need to be balanced with other policy direction, including state direction and existing planning policies and other strategic Council documents.

Council received over **220 submissions** to the project, along with hundreds of survey comments and had numerous participants at public webinars and phone conversations.

In responding to submissions, we have been guided by what we heard from the community and stakeholders, and have worked to balance the range of needs and aspirations for Gisborne, however there are aspects of the plan that form the core scope of the Gisborne Futures project that not all will agree with.

The submissions in this report are from community members and stakeholders who engaged in this project and does not necessarily reflect the views of the full community.

This report summarises the key themes raised during consultation, along with our response to submissions. These have been prepared as a general response to themes along with tailored responses to individual submissions to outline how we have taken on board community feedback, what direction or requests have or haven't been supported and why. The report also outlines further work that has been identified through the draft plan review.

The report and its recommendations will be presented to Council for adoption, to be used as a mandate for progressing the Gisborne Futures project to a second draft.

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1.1 About the Gisborne Futures project

Gisborne is an attractive regional township close to Melbourne that is identified in State Planning Policy as a peri-urban centre with capacity for growth. The Gisborne Futures Plan has been developed to manage growth and change in Gisborne over the next 30 years.

Gisborne Futures is the first Structure Plan in Victoria to identify a long term protected settlement boundary under state legislation. The project will provide an updated vision for how Gisborne will grow and develop into the future, seeking ways to increase housing diversity, choice and affordability and better cater for a changing and growing community.

The Gisborne Futures project includes:

- a **Structure Plan** that guides future development of housing, transport, shops, parks, landscapes and infrastructure
- an **Urban Design Framework** that will shape the streets and buildings in the town centre
- a **Neighbourhood Character Study** to guide new housing development.

The Gisborne Futures project will set a protected urban settlement boundary for Gisborne in line with the Macedon Ranges Statement of Planning Policy (SPP) and identify future land uses for retail, employment, housing, and community services to meet the growing needs of the town.

The project also aims to improve and manage vehicle, cycle and pedestrian traffic, enable economic development, provide for open space linkages and to protect important views, landscape features and the valued qualities of existing residential areas.

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1.2 Project background

The Gisborne Futures project began in 2018 after the state government identified the need for long-term protected settlement boundaries to be set around townships with capacity for growth in the Macedon Ranges Shire.

Protected settlement boundaries are embedded in the Macedon Ranges Statement of Planning Policy (SPP, 2019) and are intended to limit outward expansion of our towns to conserve and enhance significant landscape features, biodiversity, ecological values and 'working' rural landscapes.

The SPP also reinforces the role and function of settlements through a settlement hierarchy that informs future direction to accommodate housing, employment and services to meet community needs and promote jobs, investment and infrastructure delivery.

Gisborne is nominated as a regional centre that is to provide service not just to the town but also to the broader rural communities and nearby smaller settlements. It will provide higher-order health, retail and employment opportunities, as well as diverse residential opportunities and education while building capacity for climate change resilience.

During preparation of the Statement of Planning Policy it was identified that the current 2009 Gisborne/New Gisborne Outline Development Plan (ODP) required updating to guide the future of Gisborne as a regional centre.

The ODP planned for a township population of 12,000, which has now been exceeded, and there is pressure for development occurring in the "investigation areas" nominated in the ODP.

It had been nine years since Council adopted the ODP at the outset of the Gisborne Futures project and since that time a number of state and local planning policy and zoning changes have occurred which influence the planning of Gisborne.

Further to this, the 2008 Urban Design Framework was never implemented through the planning scheme therefore is not providing enough guidance or legislative weight to guide outcomes that align with preferred future township character.

We need to update the town plans to align with other strategic work undertaken and decisions of Council since 2009. The Gisborne Futures project will set a protected urban settlement boundary for Gisborne and identify future land uses for retail, employment, housing, and community services to meet the growing needs of the town.

Critical considerations for the future structure plan for Gisborne including, transport, community connections, need to provide open space, review the where future growth will occur, housing design, landscape features, business commerce and other community services, opportunities for education and the future size and location of the Business Park.

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1.3 Project Stages

Stage 1	Background & Inception Background research, data gathering and technical analysis to inform the input into the plans.	2018
Stage 2	Context Paper Consultation Phase 1 Engagement with the community about issues and opportunities for the town.	August 2019
Stage 3	Emerging Ideas Consultation Phase 2 Ideas for the future of Gisborne and New Gisborne were presented back to the community for feedback and discussion through the "Emerging Ideas" Phase. To strengthen integrated planning outcomes further work on the Gisborne Business Park expansion area was merged into Gisborne Futures in December 2019.	May 2019
Stage 4	Draft Gisborne Futures Plans Consultation Phase 3 The Draft Structure Plan, Urban Design Framework and Neighbourhood Character Study prepared and presented to the community.	September 2020
Stage 5 Current stage	Gisborne Futures Refresh Further work and revision of draft plans revised to reflect outcomes of consultation and update analysis to include 2021 census data.	2022
	Consultation Phase 4 Consultation on second draft of plans.	2023
Stage 6	Final Plans	
Stage 7	Implementation Planning Scheme Amendment	

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1.4 Previous consultation

The 2020 draft Gisborne Futures plans were based on feedback received during community consultation including the 'Issues and Opportunities' and 'Emerging Ideas' phases in 2018 and 2019, and also includes feedback received through the Gisborne Business Park Development Plan consultation undertaken in 2019 and the Neighbourhood Character Study consultations led by Metropolis Research in 2017.

Phase 1 – Issues and opportunities

Phase 1 was undertaken throughout August and September 2018 to support the development of the Context and Issues Paper for the Gisborne Structure Plan and UDF. The purpose of this Phase was to:

- Build community capacity to take part in the planning process
- Listen and learn about the experiences of living in Gisborne and surrounds
- Understand community aspirations, wants, and needs for the town in the future

Phase 2 – Emerging Ideas

Phase 2 was undertaken in May 2019 and presented the Emerging Ideas booklet. The purpose of this phase was to present the ideas and aspirations for the project based on background work and Phase 1 engagement, and to ensure the community's feedback was captured prior to the preparation of the draft Gisborne Futures documents.

[View the Emerging Ideas](#) prepared for Phase 2 consultation that was undertaken in May and June 2019.

These emerging ideas were presented alongside a summary of the background and technical research and what residents told us during past consultation.

The emerging ideas were used as a framework to develop strategies and actions for the Structure Plan and Urban Design Framework.

Phase 2 Consultation Findings

Residents of Gisborne are concerned about housing growth and are concerned that it will increase traffic congestion and impact on township character. Submissions have reinforced the importance of retaining the spacious, semi-rural character of the town and the trees and landscapes that contribute to the look and feel of the town.

Balancing these concerns with the need to accommodate township growth is a key consideration for Council, the community and the Gisborne Futures project.

Key themes highlighted in these earlier consultation findings included:

- The valued semi-rural / country town character.
- Views and landscapes around the town are defining elements of Gisborne.
- A desire to see improvements in local roads and movement around town, including cycle and pedestrian mobility.
- Protection of history and heritage.
- Growth should not be to the detriment of the town's character.
- Better management of through traffic, especially trucks.
- Economic development should support local business and increase employment opportunities.
- Better community facilities are needed, especially for youths and schools.
- Housing diversity and affordability.

The consultation report for Phases 1 and 2 prepared by Ethos Urban is available under the supporting documents tab on the [Gisborne Futures](#) page on Council's website.

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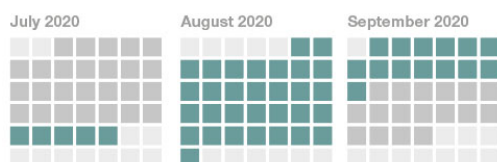
2 Phase 3 Consultation

The Gisborne Futures plans were prepared during 2018 and 2019 and were ready for consultation in early 2020. With the onset of the pandemic, the decision was made to delay consultation, particularly as many of the usual consultation activities such as face-to-face meetings, community drop-in sessions and people's ability to access hard copies at Council's offices were no longer available.

The Gisborne Futures plans were endorsed for consultation at the June 24 Ordinary Council Meeting, before the onset of the 'second wave' in July 2020 when there was a greater sense of optimism that Victoria had made it through the worst of the pandemic.

As a result of rising Covid-19 numbers and the subsequent lockdown in early July 2020, a revised communications plan for the Gisborne Futures Phase 3 consultation was prepared with a greater focus on online activities. A number of activities had to be cancelled, including township walks and one-on-one meetings. Hard copies of the plans were initially made available at Gisborne Library due to Shire office closures, however this service soon became unavailable as libraries were closed. Council distributed and mailed hard copies on request.

Consultation ran over 7 weeks from July 27 to 14 September 2020.



2.1 How was consultation promoted?

Council webpage and online map

3,500 summary booklets inserted into local newspapers

6,500 postcards mailed to homes, businesses and land owners

16 social media posts

3 media releases

20 footpath stickers

10 local newspaper and community newsletter advertisements

5 requests for promotion via school newsletters

The Gisborne Futures draft plans have arrived!

These important documents will help shape the future look and feel of Gisborne, and guide sustainable growth and development of the township whilst protecting the surrounding landscape for the next 50 years.

We have incorporated what you told us so far about how you want to live, work, play and get around in the Gisborne area.

Now it is your turn to let us know if we have got the balance right.

Be a part of Gisborne's future and have your say.

Submissions close Monday 14 September 2020.

Structure Plan - Urban Design Framework - Neighbourhood Character Study

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2.2 How many people were engaged?

220 written submissions

647 survey responses, with **hundreds of comments** left in the survey

Over **40 phone calls** and email enquiries

10 public and stakeholder webinars were held with over **80 participants** attending

14 meetings and targeted consultations

2.3 Feedback on consultation and pandemic response

Submission number

22, 76, 126, 130, 134, 165, 175, 169.

Three submissions were complimentary of the communication strategy and consultation process.

Two submissions raised concern with developer influence in the consultation process.

Five submissions raised concern that consultation was undertaken during the Covid-19 pandemic lockdown. One of these was particularly concerned with a perceived 'rush' to consult, and two submissions raised that the plans were complex and technical, and not enough time was provided to absorb and responds to all the information.

Four submissions raised concern with consultation during the Covid-19 pandemic, in particular that there was no opportunity to door-knock and discuss the plans with neighbours.

Five submissions believed that all the data and assumptions underpinning the plans is now outdated by the Covid-19 pandemic. These raised that the plan doesn't adequately address the economic and social impacts of Covid-19, particularly in relation to how people choose to live and work, population growth and what the future population growth data and demand for residential housing and associated services will look like into the future.

Response to pandemic concerns

The pandemic delayed plans for consultation, and the consultation program was altered as a result of the second wave. The plans and all supporting information were made available online, hard-copy deliveries were organised on request and a series of online events, one-on-one meetings and many phone conversations were held.

Council's standard minimum consultation period is four weeks, and given the challenges of Covid and the complexity of information contained within the plans the consultation period was extended to run over a seven week period.

The extents of the pandemic's impacts are still yet to be known. Statisticians and data analysts have begun preparing forecasts about what a post-Covid world will look like and what impacts the pandemic will have on population change, economic vulnerability and affordability and demand for housing in the regions.

The revised version of the draft Gisborne Futures plans will include consideration of the impacts of the pandemic, using data and advice available at the time of revision, including the 2021 Census data that is expected to be released in mid-2022.

While the data may have changed from pre-pandemic situation, it should also be acknowledged that any data collected during the peak of the pandemic or resulting from it may not necessarily be reflective of future trends.

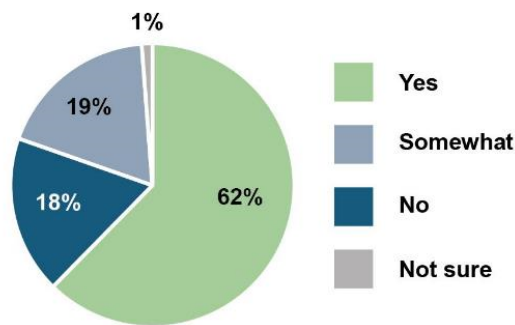
Action

- Research how the pandemic has altered the way people live and work in regional settings and reflect on whether this impacts the direction of the Gisborne Futures project.

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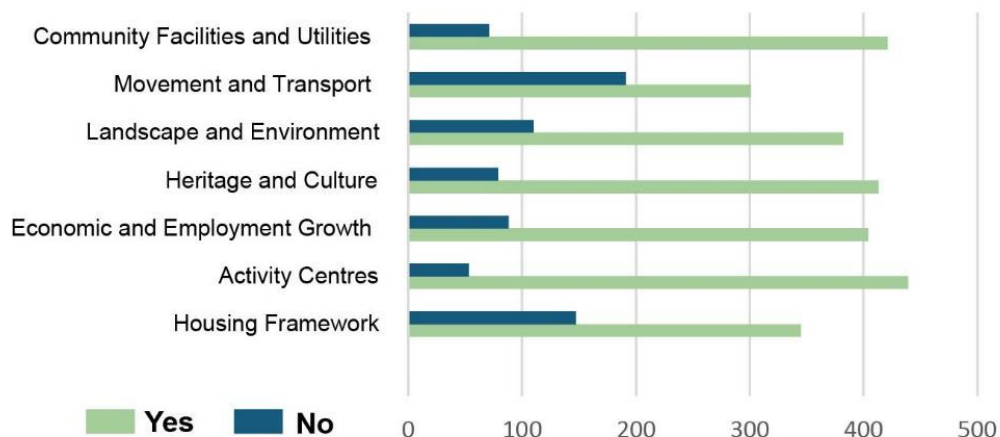
2.4 Survey Results

Q6. Do you think the draft plans strike the right balance between planning for the future while maintaining valued township character elements?



494 people responded to this question, and responses indicate a high level of support for the balance of growth and character outcomes. Less sentiment towards this is reflected by those who chose to comment.

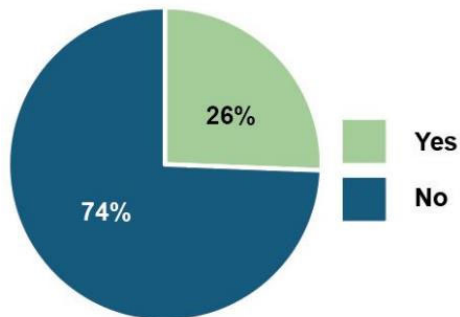
Q7. Do you support the direction provided in the Structure Plan?



492 people responded to this question, and responses indicate a high level of support for all aspects of the plan. The Housing Framework section received support from 70% of respondents.

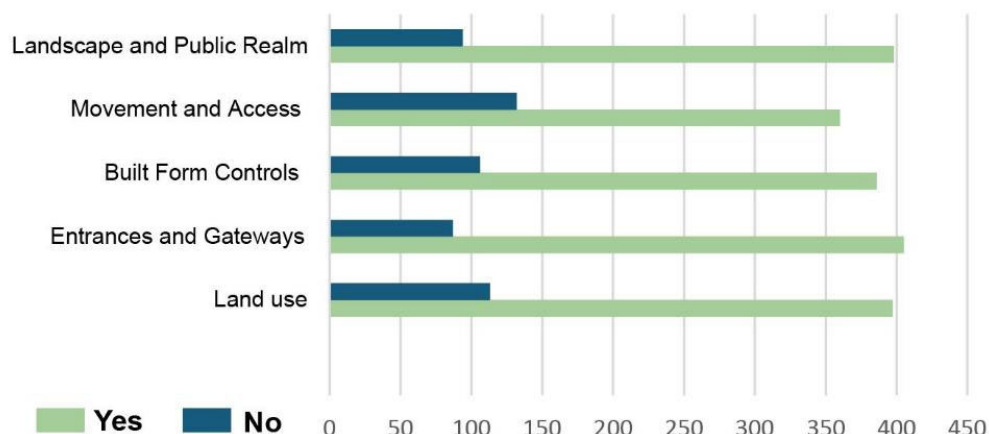
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Q8. Are there other ideas relating to housing or Gisborne's residential character that should be included?



127 people chose to leave additional comments in the survey. The sentiment in these has been summarised and filtered through the consultation summary responses.

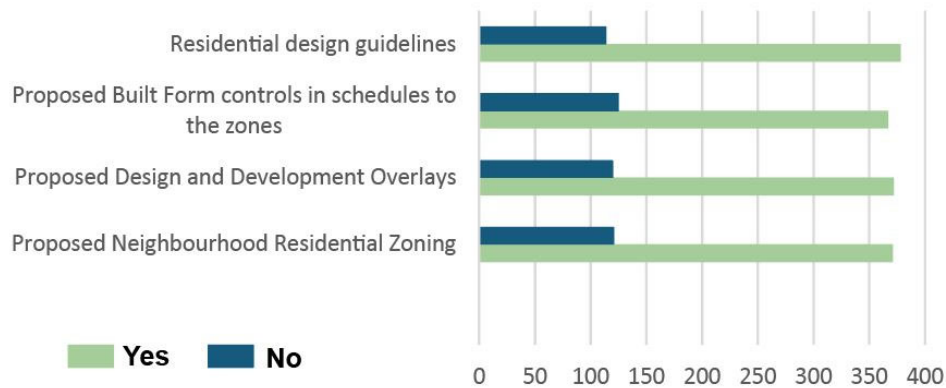
Q9. Do you support the direction provided in the Urban Design Framework?



492 people responded to this question, and responses indicate a high level of support for all aspects of the plan.

Entrances and Gateways and Landscape and Public Realm attracted the highest level of support (82% and 80% respectively). Movement and Access again had the lowest level of support at 73%.

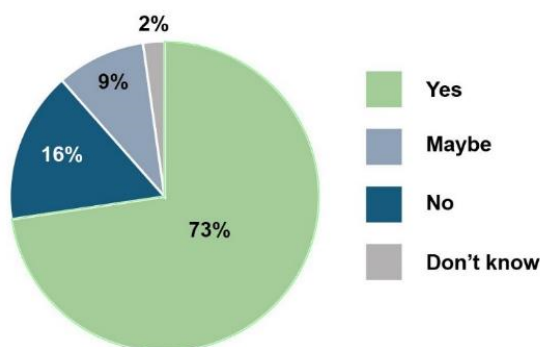
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Q10. Do you support the direction provided in the Neighbourhood Character Study?

492 people responded to this question, and responses indicate a high level of support for all aspects of the Neighbourhood Character Study. The Neighbourhood Character section received support from around 75% of respondents.

Q11. Do you support the expansion of the township boundaries to access the additional land supply required to accommodate predicted population growth?

Context: Urban growth areas are identified through land supply and demand analysis that estimated an existing supply of over 2600 lots in Gisborne. Based on a demand rate of 130 lots per year, a total of 3900 lots is required to meet Gisborne's growth over the next 30 years.

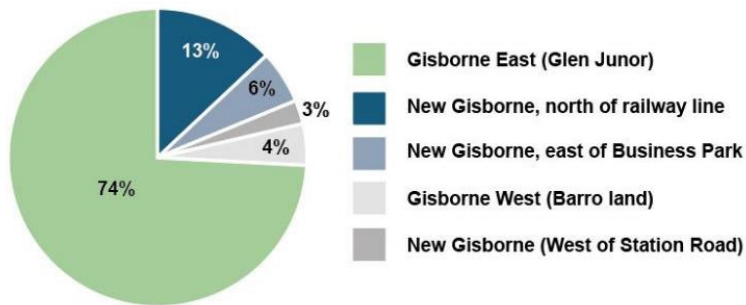


494 people responded to this question, and responses indicate a high level of support for the proposed expansion areas.

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Q12. Where would you prefer to see residential growth prioritised?

Rank the following 5 options in your preferred order (1-5).



75% of respondents ranked Glen Junor as their first preference as a priority area for housing growth.

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3 Key themes and actions

The outcomes of consultation have identified the following key themes and actions to be resolved through the preparation of the second draft of the Gisborne Futures project.

Setting a protected settlement boundary

- Define a settlement boundary to be used as the basis for further work on the plans.
- Update land supply and demand analysis to reflect current housing supply data.

Planning for housing

- Update land supply and demand analysis to reflect current housing supply data.
- Prepare precinct plans for Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township.
- Provide clearer definition of what is meant by 'medium density' in the Gisborne context.
- Remove preferred housing typologies in the neighbourhood character study to focus on built form outcomes that can be achieved under the ResCode variations within the proposed schedules to the Neighbourhood Residential Zone.
- Test proposed ResCode variations to determine whether built form controls are sufficient in guiding density outcomes and whether minimum lot sizes should be introduced.
- Work with Council's Community Wellbeing team to investigate including policy guidance on appropriate locations for social housing in the structure plan.
- Review housing change areas to align with DELWP's criteria and methodology outlined in PPN90, with consideration given to the extents of areas covered with covenants, development plans and Design and Development Overlays.

Neighbourhood character

- Review neighbourhood character controls and provide clearer communication of preferred built form outcomes.
- Review neighbourhood character controls and precinct boundaries of Precinct 3 (Township Residential) and test application of NRZ in these areas.
- Review DDOs and subdivision plans to ensure controls are translated and the intent of them is not lost.

Economic and employment growth

- Include detail on the size and role of neighbourhood activity centres from the ODP in the draft Structure Plan.
- Explore options for policy guidance or other planning scheme controls regarding commercial land uses to ensure the vision for NACs is embedded in nominated sites.

Future direction for the business park

- Review layout of business park and residential development in Investigation Area 1.
- Update the draft Structure Plan to include revised land supply and demand figures and articulate objectives to protect and support the business and employment role of the Gisborne Business Park.

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Landscape and environment

- Include a section on climate change as an overarching principle in the revised draft Structure Plan, drawing from and expanding the content provided in the Background and Technical Analysis report.
- Prepare a bushfire risk assessment of Gisborne to better understand and respond to bushfire hazards. Include reference and response to DELWP's guidelines on settlement planning at the bushfire interface.
- Include greater detail on the criteria used to determine residential expansion areas, including visual landscape qualities, environmental values (biodiversity/habitat) and environmental risks (flooding, fire).
- Include mapping of biodiversity values in the background report and reference in the Structure Plan where appropriate.
- Include an implementation action for Council to prepare a tree study to develop policy, planning controls and other mechanisms to strengthen protection controls for significant trees on private property.
- Review street cross-sections to ensure that there is adequate space to accommodate trees and undergrounding of services.
- Include an action to investigate how to encourage a palette of indigenous or native species to enhance biodiversity in new estates.
- Provide diagrams, sections or illustrations of the 'landscape buffers' and preferences for sound attenuation and a built form/urban design response along freeway interfaces in revised Structure Plan.
- Include an action to consider improved landscaping and welcoming township signage at key entry points in the Urban Design Framework.
- Strengthen discussion and design response to township entrances and gateways in the plans.
- Include an additional viewline to the north from the edge of the Calder Freeway across the Marshlands Reserve to Mount Macedon.
- Include the Macedon Ranges as a key landscape feature significant to Gisborne in Section 12.1 of the Structure Plan (p.34).
- Review content of the plans to strengthen recognition of Gisborne's location in a Distinctive Area and Landscape.
- Prepare analysis and mapping of known wildlife habitats and include objectives, strategies and/or actions in the Structure Plan that specifically address these, where appropriate.

Movement and transport

- Continue discussions with DoT and seek to resolve the issues regarding the future operation of Gisborne's road network.
- Include summary discussion on the findings of the traffic modelling exercise, including road and intersection capacity outputs, in the Structure Plan.
- Include an action to review public lighting at key locations outside the town centre to enhance safety and movement at night.
- Prepare guidelines for infrastructure upgrades and streetscape treatments to be integrated into the Urban Design Framework.
- Review traffic modelling and investigate alternative locations for a Gisborne bypass.
- Undertake an assessment of the Gisborne town centre using the Department of Transport's Movement and Place framework that recognises that streets not only keep people and goods moving, they're also places for people to live, work and enjoy.
- Review movement infrastructure requirements and principles to support the existing and growing community.

Education and community services

- Follow up with the Department of Education and Training (DET) on demand for secondary education in the region to check if previous advice has changed.
- Investigate current capacity of community services and facilities and refresh the assessment of community infrastructure.

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Urban Design Framework

- Clarify in the UDF that built form diagrams are illustrating general building envelopes or building massing and not a proposed final outcome in terms of upper level breaks and design detail.
- Revisit definition of 'village character' in the UDF
- Review proposed design and development controls for the town centre in line with DELWP feedback.
- Prepare policy and a schedule to the DDO that is specific to the town centre as part of the implementation of the UDF.
- Review permit triggers for paint controls/large scale business identification in the town centre, and the appropriateness of their application to existing buildings when developing the policy to support a DDO.
- Include discussion related to Crime Prevention through Environmental Design (CPTED) principles in the Urban Design Framework.
- Review proposed Development Plan Overlay controls for the town centre and whether the outcomes sought can be achieved through a DDO.
- Prepare a plan of the town centre that shows existing and potential floor space to test the capacity of the town centre as an outcome of built form controls on development opportunity sites.
- Review the 'blanket' application of building height controls so they target development opportunity sites.
- Review streetscape plans to consider formalisation of parking on Robertson and Aitken Streets.
- Review streetscape plans to highlight where additional on-street car parking is being made available.

Utilities and Servicing

- Continue to consult with Greater Western Water (GWW) on the future growth of Gisborne and upgrades to services as required.

Heritage

- Investigate appropriate planning controls for Macedon House site.

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4 Setting a protected settlement boundary

Critical to the Gisborne Futures project is setting a long term protected settlement boundary that recognises the limits of growth in accordance with the declaration of Macedon Ranges as a Distinctive Area and Landscape in state legislation.

Submissions received have questioned the need for Gisborne to grow at a fundamental level, and raised the need to review previous plans to reflect updated demographic and land demand and supply data to estimate how much residential, employment and commercial land is needed.

The following section discusses township growth, and the rationale for setting a protected settlement boundary.

4.1 Township growth

Township growth was the primary theme raised through consultation with approximately 30 submissions and 50 survey comments either expressing concern with the level of growth or were opposed to further township expansion.

Concerns included:

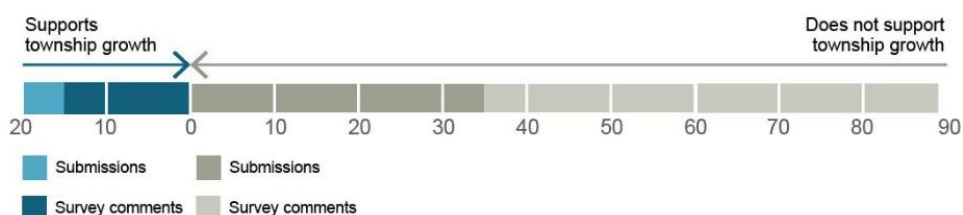
- loss of character with focus given to block sizes, width of streets, allowance for trees and landscaping
- that Gisborne does not have the social or physical infrastructure to support growth
- additional traffic congestion, pressure on Station Road and car parking
- impact on the environment, loss of trees and open space, visual impact on town entrances
- social impacts, lower socio-economic demographics, increased crime and loss of community spirit.

Five submissions and 15 survey comments were generally in support of the plans and further township growth.

Many would like to see a higher quality and more sustainable residential outcomes that add benefit to the town. A number supported growth being focused in New Gisborne.

Some expressed concern that the plans are not going far enough in providing adequate land supply or that residential expansions would land-lock the Business Park from future expansion.

Summary of feedback



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How can we respond?

Gisborne is identified in state and local policies as a regional centre that is promoted for growth.

The Macedon Ranges Statement of Planning Policy (SPP) provides protected settlement boundaries around towns that have capacity for growth. The development of this policy identified the need for a revised Structure Plan that includes sufficient land to accommodate growth while also protecting Gisborne's neighbourhood and landscape character values.

It is not the role of the Structure Plan to change or alter the position of Gisborne within the Macedon Ranges settlement hierarchy.

A key task for the Gisborne Futures project is to establish a longer term framework for that sets out a vision for Gisborne as a 'regional centre', while also setting a settlement boundary that will be protected through state legislation. If the current township boundary was considered sufficient it would have been locked in through the preparation of the Statement of Planning Policy.

Planning for township growth includes land use planning for commercial, employment and residential land, along with community services and infrastructure to support economic and social growth. The protection of township character, significant landscape and environmental values are also critical considerations.

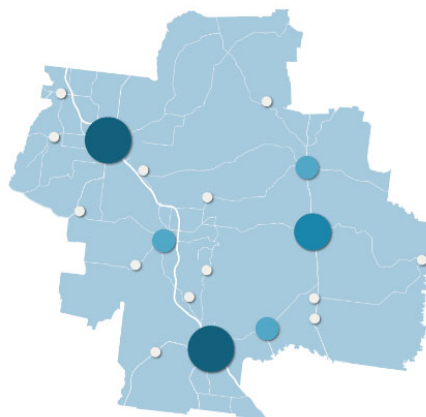
The purpose of the Structure Plan is to explore what we need to support the current population, and what is required in terms of land use, community services and infrastructure to support economic and social growth while also ensuring that character, significant landscape and environmental values are protected and enhanced.

Further information

[Macedon Ranges Statement of Planning Policy](#)

[State Planning Policy Clause 11.01-1S](#)

[Local Planning Policy Clause 21.04](#)

Macedon Ranges Settlement Hierarchy

- Regional centres**
Gisborne, Kyneton
- Large district town**
Romsey
- District town**
Riddells Creek, Lancefield, Woodend
- Small towns, villages and hamlets**
Malmsbury, Darraweit Guim, Bullengarook, Tylden, Benloch, Carlsruhe, Lauriston, Macedon, Mount Macedon, Newham, Ashbourne, Clarkefield, Monegeetta, Bolinda

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4.2 Submissions on proposed settlement boundary

Submission number

1, 5, 6, 19, 42, 43, 44, 60, 61, 62, 75, 76, 121, 122, 126, 141, 158, 159, 160, 162, 166, 169, 181, 185, 188, 205.

Five submissions were received from landowners **supporting** the inclusion of their properties in the proposed township boundary.

Six submissions did not believe that enough land had been set aside in the proposed township boundary, that previous forecasts have underestimated growth and/or that the 'growth scenario' of 130 dwellings per annum is too conservative an estimate.

There were **16 submissions requesting inclusion in the township boundary**, or greater expansion of the boundary. These include:

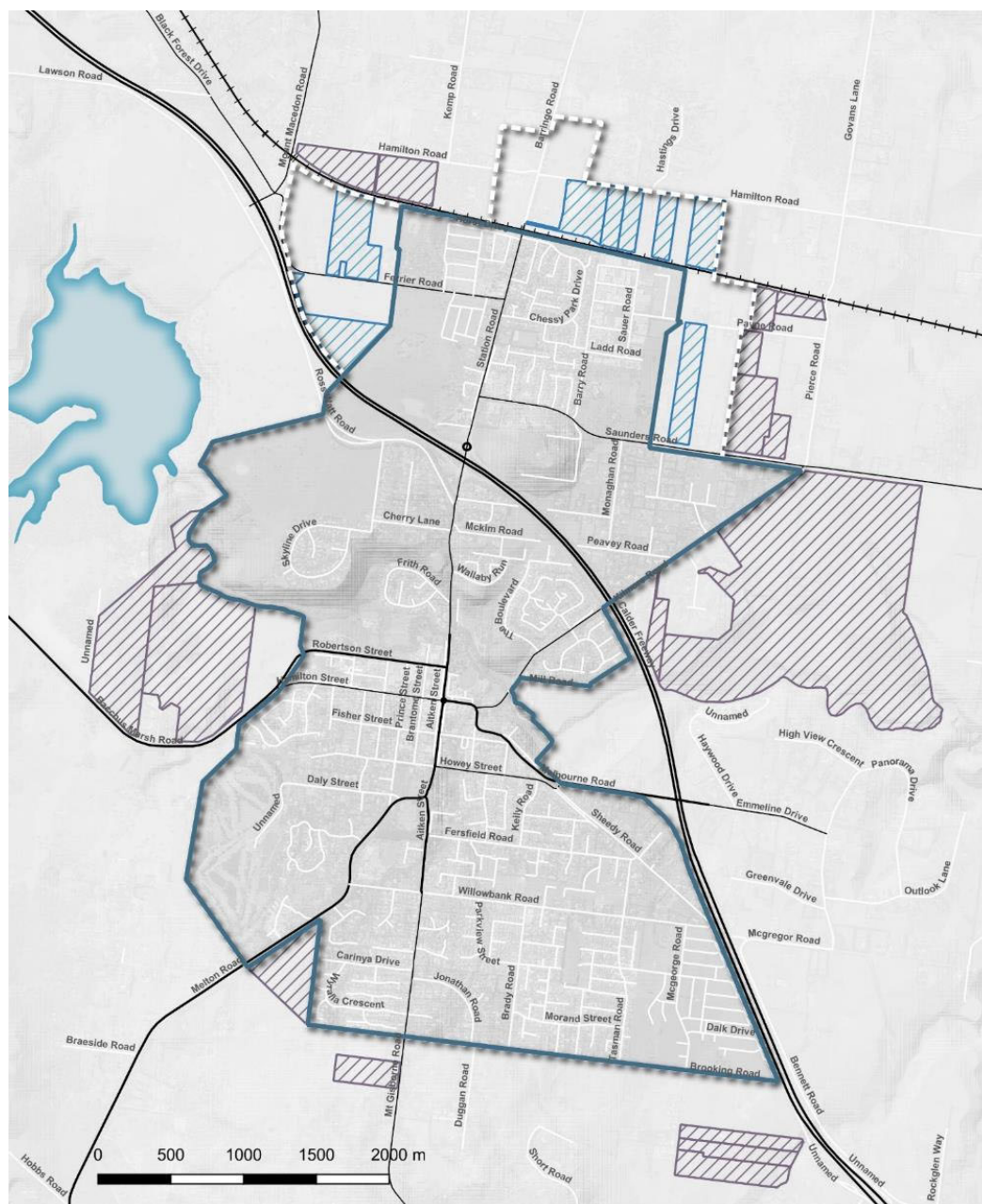
- Six submissions were from property owners requesting that the township boundary east of the Business Park be extended to Pierce Road, with two in support of expanding to allow for a substantial precinct structure plan to generate a critical mass for delivery of infrastructure and community services;
- Four submissions request expansion further to the south of Brooking Road;
- One submission requesting inclusion of land between the train line and Hamilton Road, west of Station Road; and
- Two submissions requesting the township boundary to be expanded west, along Bacchus-Marsh Road.

In the survey comments 13 did not support growth in New Gisborne, particularly to the west of Station Road. **Loss of rural entrances and open character, traffic increases and pressure on Station Road and potential flooding issues** were all cited as reasons for this. Some of these requested that growth be focussed to the west of the town centre, along Bacchus Marsh Road.

Some comments suggest that growth would be better directed to the east, towards Pierce Road in New Gisborne to make better use of the Kilmore Road arterial and reduce pressure on Station Road.

There has been feedback that the 2020 Structure Plan will not provide for a 'meaningful' Precinct Structure Plan. The low number of lots won't create a threshold to deliver additional services or facilities to the new community, leaving a gap in service provision and further reliance on the Gisborne town centre for access to these.

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- Existing township boundary
- Landowners support inclusion in town boundary
- Landowners request inclusion in town boundary
- 2020 Proposed settlement boundary

Township boundary submissions

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4.3 Settlement boundary criteria

Feedback from consultation has driven a review of the proposed township boundary to be considered as part of the refreshed Structure Plan.

The assessment of land suitable to be included in the revised settlement boundary commenced by looking at land surrounding Gisborne and a range of broad investigation areas were considered. Based on a high level assessment more defined investigations areas were identified. The 2020 Draft Structure Plan applied the following criteria to the "investigation areas":

- Existing strategic directions and policies (eg. Gisborne/New Gisborne ODP 2009)
- Whether land adjoins existing town boundary and is a logical inclusion to the settlement boundary
- Proximity and access to town centre, activity centre or train station
- Access constraints/barriers (major roads, watercourses, railway line).
- Significant encumbrances such as native vegetation, cultural or European heritage, topography or other environmental constraints (flood, fire etc).
- Access to key utilities and services
- Significant landscape features, views or vistas
- Whether it avoids land fragmentation
- Quantum of developable land

The original assessment is summarised from page 40 in the Background and Technical Analysis Report.

When considering a new township boundary it is important that provision of services, employment, housing, connections, open space and the 'village feel' can all be accommodated.

Workshops with councillors and feedback from the community have raised the following elements that could be considered in more detail to form up a revised township boundary:

- Jacksons Creek – avoiding housing and built form on the escarpment
- Consideration of the area around the station as a 'central hub' that is expanded to encompass schools and sports precinct
- Activity centres, shops, community services and medical facilities to decentralise the township
- Protection of boulevards, entries and views, creeks and waterways
- Protection of the business park from encroachment and ensuring that it is not land-locked in the future
- A business park that has capability to attract clean manufacturing and allow local firms to grow while also providing a buffer to the train line
- Local employment and space for local enterprise
- Consideration of traffic flows and primary road alignments
- Protection of rural living and rural views between Gisborne and Riddells Creek, maintaining separation between the townships
- Drainage, land subject to inundation and Rosslynne Reservoir
- Passive and active open space, consideration of long-term sporting needs
- Improved connectivity with enhanced walking and cycling linkages, local bus connections to the station.

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The township boundary assessment criteria have been reviewed in light of councillor and community feedback. Investigation areas have been revisited to clearly communicate why some areas are included in the boundary, and why others have not. The following criteria have been used to form a recommended township boundary to be used as the basis for the refreshed Gisborne Structure Plan.

Existing strategic directions and policies

Existing Council policy found at [Clause 21.13](#) of the Macedon Ranges Planning Scheme is **to focus growth in New Gisborne** where there is ready access to public transport, education, employment and commercial opportunities.

The Structure Plan from the ODP provides 'areas of investigation for possible future expansion of township boundary' to the east and west of Station Road.

Development is to be contained south of the railway line to protect the separation between New Gisborne and Macedon and the landscape characteristics of the Macedon Ranges to the north.

Whether land adjoins existing town boundary

Avoid 'leap-frogging' of development and ensure that new growth areas are a logical extension to the town boundary.

Walkable access to shops, station and services

Providing walkable access to shops, schools and other services and community facilities is key to creating healthy, liveable neighbourhoods and encouraging active travel modes.

Access barriers such as major roads, watercourses and the railway line.

Access barriers can inhibit the choice of routes and ease of movement. Having multiple entry multiple entry and exit points to an area allows for efficient movement.

Preservation of environmental and landscape features, township entrances, views and vistas.

Major waterways, water catchments, land subject to flooding, significant native vegetation and areas with known high biodiversity values **have been excluded** from township expansion areas.

Township boundary considerations have also excluded significant landscape areas such as the Jacksons Creek escarpment, Magnet Hill and the base of Mount Gisborne south of Brooking Road. Views to and from these features, and views to the Macedon Ranges in the north, and the visual impact of development on township entrances form part of the assessment.

Cultural heritage

Whether development in the proposed area compromises or need to respond to known cultural heritage values.

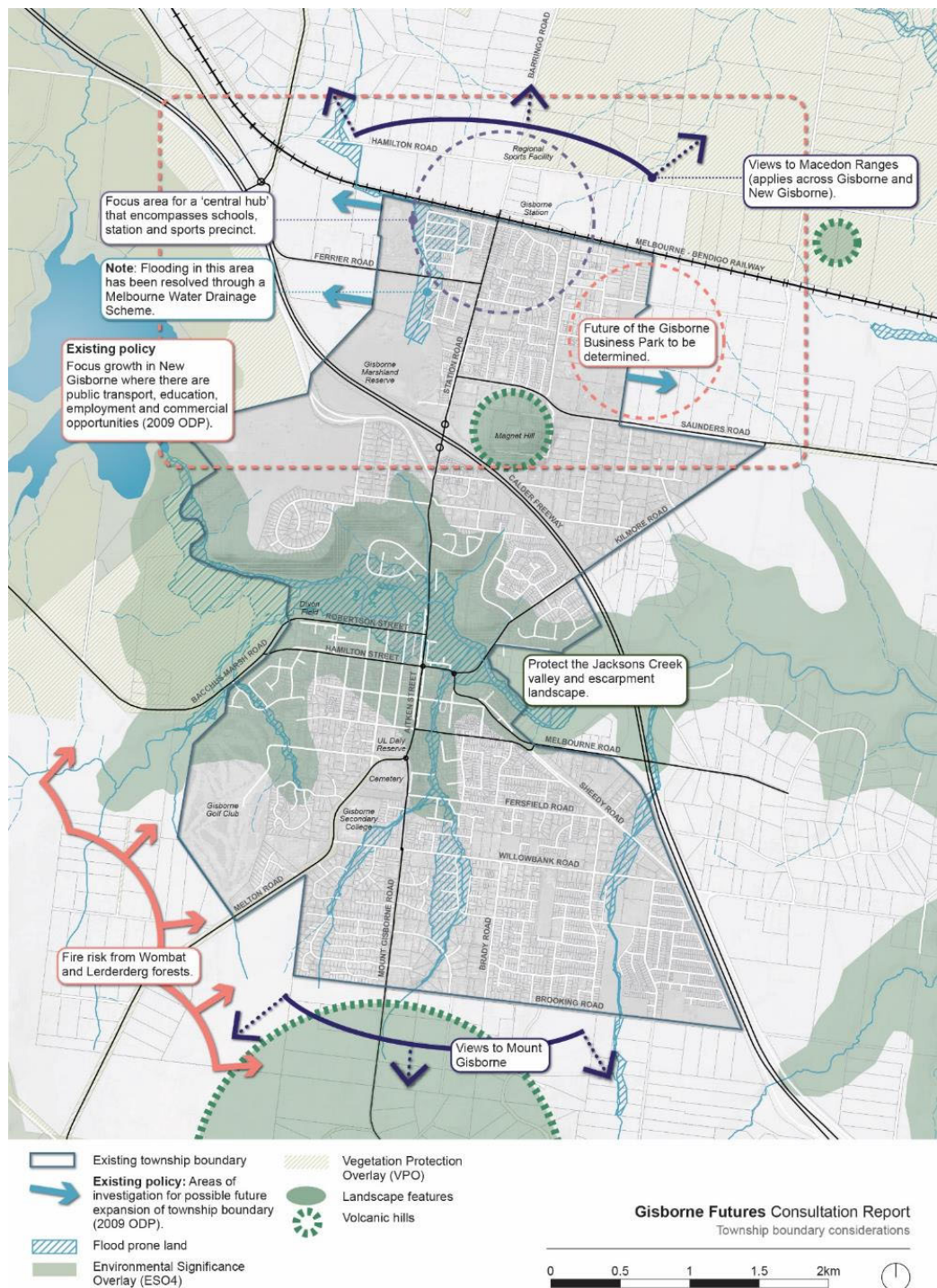
Access to utilities

The *Town Service Engineering Report* prepared by TGM (2019) has assessed whether water, electricity, sewer and gas servicing is available or will require upgrades.

Maintaining a rural break between settlements

Preservation of the rural landscapes between Gisborne and New Gisborne and other settlements including Macedon and Riddells Creek is key to maintaining the rural break between settlements. Defining a township boundary will prevent land speculation and development pressure on these areas.

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4.4 Township boundary investigation areas

In response to requests for inclusion in the township boundary the investigation areas have been redefined and re-assessed against the criteria set out in Section 4.3.

The assessment returned similar results. These have been provided to be transparent about why some land has been chose for further investigation, and why other areas have been left out.

This assessment is high level and it is intended to form the basis of further work for the 2022 revision of the plan.

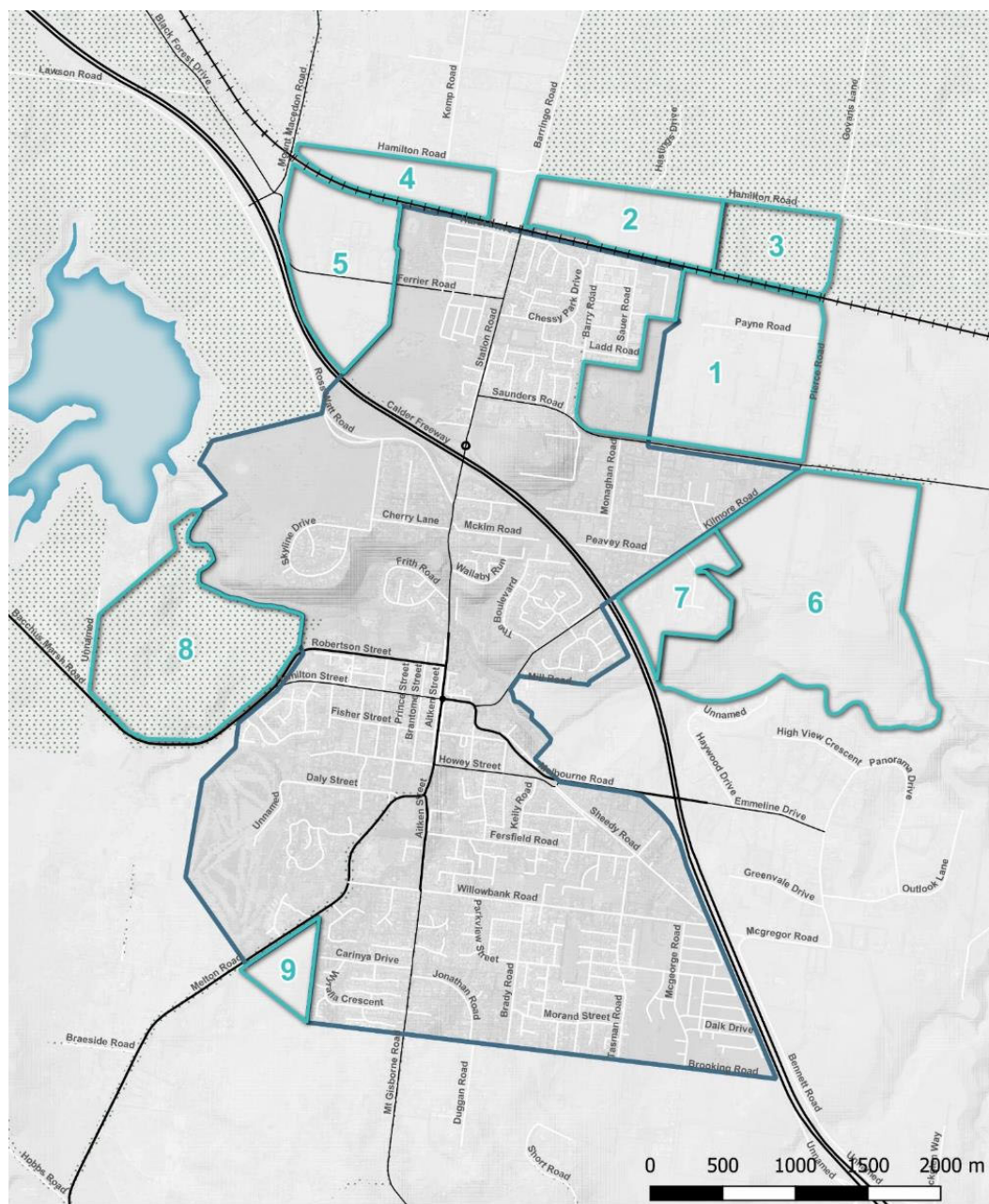
Each criteria has been ranked with the following score method:

- 1** = meets criteria
- 0.5** = partially meets criteria
- 0** = does not meet criteria

Table 1: Investigation areas analysis results

	Criteria	Investigation area								
		1	2	3	4	5	6	7	8	9
1.	Existing strategic directions and policies	1	0.5	0.5	0.5	1	0	0	0	0
2.	Adjacent to existing town boundary	1	1	1	0.5	0.5	0	0	0	0
3.	Walkable access to shops, station and services	0.5	1	0.5	1	1	0	0	0	0
4.	Access barriers such as major roads, watercourses and the railway line	0.5	0.5	0.5	0.5	1	1	0.5	0.5	0.5
5.	Preservation of environmental and landscape features, township entrances, views and vistas.	0.5	0.5	0	0.5	0.5	0.5	0.5	0	0
6.	Cultural heritage	0.5	1	1	1	0.5	0.5	0.5	0.5	0.5
7.	Access to utilities	0.5	1	1	1	1	0.5	0.5	0	0
8.	Maintaining a rural break between settlements	0.5	0.5	0.5	0.5	0.5	0	1	0.5	0.5
Total		5	6	4.5	5.5	6	2.5	2.5	1.5	1.5

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Township boundary investigation areas

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Investigation Area 1

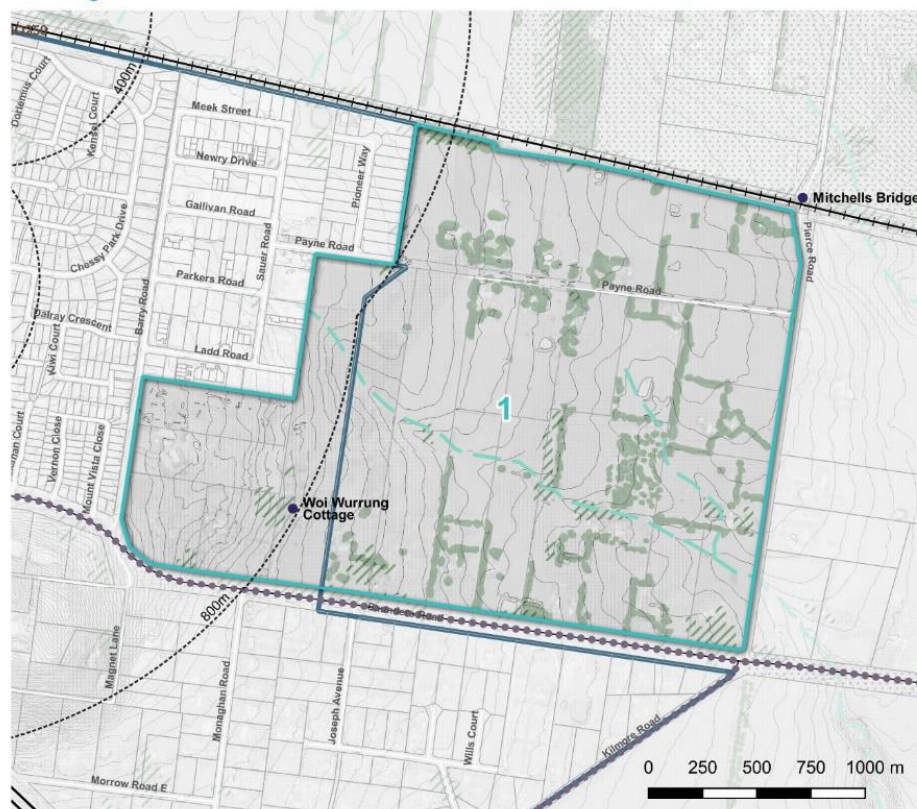
Area 1 includes all land to Pierce Road as an investigation area, including the land proposed as an expansion area to the business park. The layout and format of this parcel is subject to further investigation.

Zone: Rural Living Zone **Overlays:** N/A

Criteria	Assessment	Score
1. Existing strategic directions and policies	The Structure Plan in the 2009 ODP indicates this area within 'areas of investigation for possible future expansion of township boundary' and is consistent with policy to focus growth in New Gisborne.	1
2. Adjacent to existing town boundary	Land adjoins existing township boundary to the west and south.	1
3. Walkable access to shops, station and services	800-1600m from station and potential future activity centre. Will have access to future regional shared trail along railway line. Opportunity for east-west connection to future activity centre and schools on Station Road.	0.5
4. Access barriers such as major roads, watercourses and the railway line	Land is constrained by railway line to the north but has good access to Saunders Road and Kilmore Road arterials. Access to the north is constrained by Mitchells Bridge (HO 302) which is a single-lane and may require bypass infrastructure.	0.5
5. Preservation of environmental and landscape features, township entrances, views and vistas.	Land comprises fragmented and highly modified rural living featuring open paddocks scattered with remnant paddock trees, stands of vegetation and shelterbelt planting. Large rural ranch houses and sheds surrounded by gardens and clusters of trees. No environmental overlays. Natureprint Strategic Biodiversity mapping shows likelihood of moderate biodiversity values across the site, with higher values along Saunders Road. Waterway through site will require protection. Southern boundary located along a key entrance road with views to Macedon Ranges. Key views to Macedon Ranges from entrance roads.	0.5
6. Cultural heritage	Woi-Wurrung Cottage has been assessed as having heritage value, subject to future Heritage Overlay. The presence of old stony rises elevates the potential for items with Aboriginal heritage significance, and development in the vicinity of such rises should be preceded by an archaeological survey.	0.5
7. Access to utilities	Upgrades to sewer, gas and electricity infrastructure will be required. Water servicing upgrade has been programmed. Drainage may trigger Melbourne Water Drainage Scheme. Works required may incur significant development costs.	0.5
8. Maintaining a rural break between settlements	This expansion area extends New Gisborne towards Riddells Creek. Pierce Road aligns with existing low density residential area to the south.	0.5
Total		5

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Investigation Area 1



- | | |
|--|--|
| Investigation area | Environmental Significance Overlay (ESO) |
| Existing township boundary | Entrance roads |
| Ecological Vegetation Classes (EVCs) | Flood-prone land |
| Aboriginal cultural heritage sensitivity | Existing or proposed activity centre |
| Heritage Overlay | Distance from activity centre, station etc |
| Vegetation Protection Overlay (VPO) | |

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Investigation Area 2

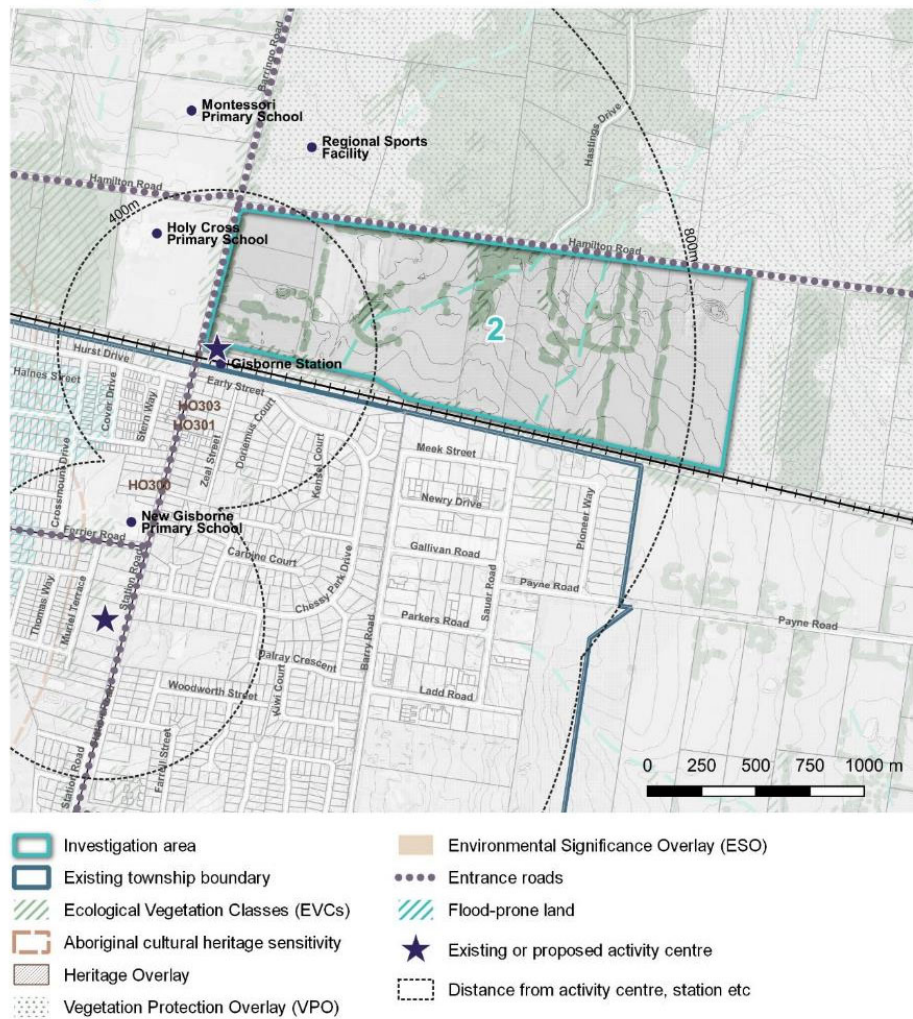
Area 2 is land bound by the train line and Hamilton Road, adjacent to the train station. A large portion is zoned for industrial uses.

Zone: Industrial 1 Zone, Rural Living Zone **Overlays:** N/A

	Criteria	Assessment	Score
1.	Existing strategic directions and policies	This area is consistent with policy to focus growth in New Gisborne. Does not accord with existing policy to keep development south of the train line but has potential to leverage off existing and planned facilities including schools, train station and the sports precinct to create an 'activity node', and to revitalise disused industrial sites.	0.5
2.	Adjacent to existing town boundary	Land adjoins existing township boundary to the south.	1
3.	Walkable access to shops, station and services	Adjacent to train station and within close proximity to schools and regional sporting facility. This area includes a future activity centre that will play a key role in decentralising Gisborne and reducing traffic pressure on Station Road.	1
4.	Access barriers such as major roads, watercourses and the railway line	Land is constrained by railway line to the south with two crossing points. Good access along Hamilton Road, potential for traffic to divert to Pierce/ Kilmore Roads to provide an alternative route to Station Road. Access to the north is constrained by Mitchells Bridge (HO 302) which is a single-lane and may require bypass infrastructure.	0.5
5.	Preservation of environmental and landscape features, township entrances, views and vistas.	Land comprises fragmented and highly modified rural living featuring open paddocks scattered with remnant paddock trees, stands of vegetation and shelterbelt planting. Large rural ranch houses and sheds surrounded by gardens and clusters of trees. Undeveloped industrial land and disused Flexdrive factory buildings. No environmental overlays. Natureprint Strategic Biodiversity mapping shows likelihood of moderate biodiversity values. Waterways through site will require protection and integration with development. Northern boundary located along a key entrance road with views to Macedon Ranges, although no key views across site.	0.5
6.	Cultural heritage	Future development will need to have regard to the curtilage and setting of heritage listed Gisborne Station.	1
7.	Access to utilities	Sewer, gas and electricity infrastructure are available.	1
8.	Maintaining a rural break between settlements	This area would extend New Gisborne to the north but generally aligns with existing township boundary to the south.	0.5
	Total		6

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Investigation Area 2



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Investigation Area 3

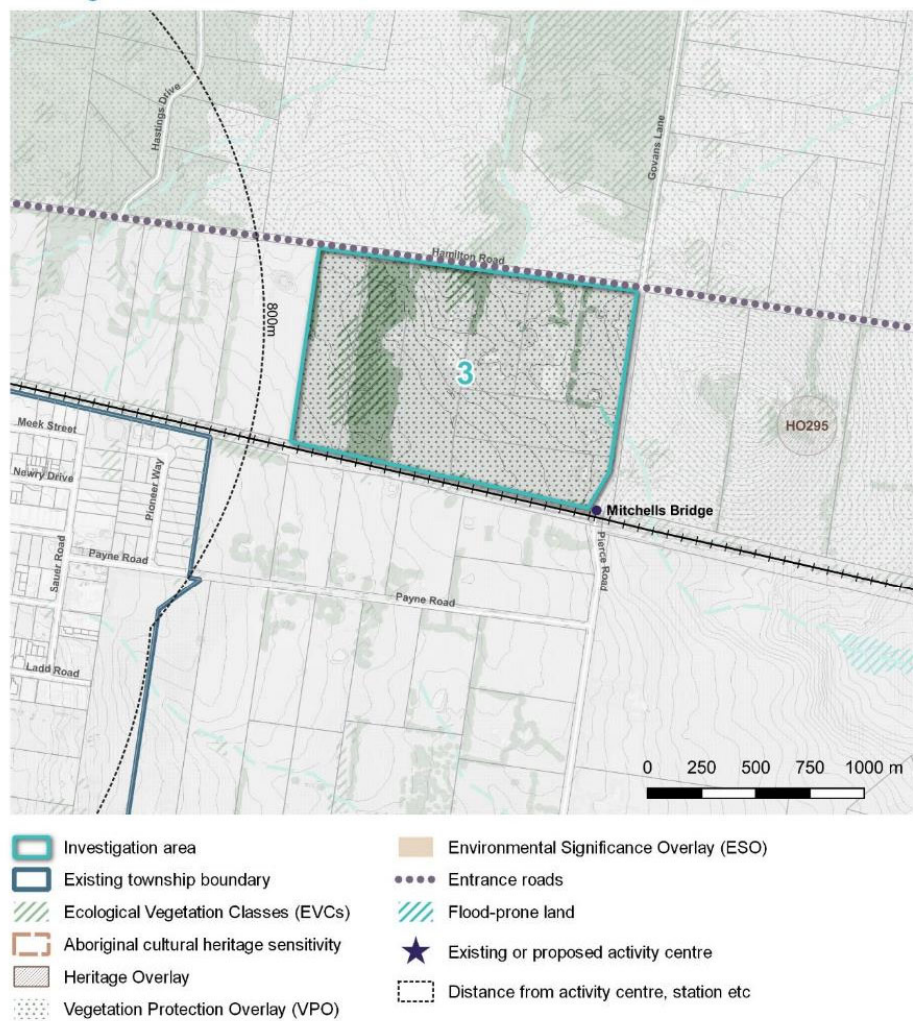
Area 3 is land bound by the train line and Hamilton Road, to the east of Area 2.

Zone: Rural Conservation Zone **Overlays:** Vegetation Protection Overlay

	Criteria	Assessment	Score
1.	Existing strategic directions and policies	Does not accord with existing policy to keep development south of the train line. Partially complies with policy to focus growth in New Gisborne.	0.5
2.	Adjacent to existing town boundary	Land adjoins existing township boundary to the south.	1
3.	Walkable access to shops, station and services	Located over 800m from station, schools and future shops.	0.5
4.	Access barriers such as major roads, watercourses and the railway line	Land is constrained by railway line to the south with two crossing points. Good access along Hamilton Road, potential for traffic to divert to Pierce/ Kilmore Roads to provide an alternative route to Station Road. Access to the north is constrained by Mitchells Bridge (HO 302) which is a single-lane and may require bypass infrastructure.	0.5
5.	Preservation of environmental and landscape features, township entrances, views and vistas.	Land comprises fragmented and highly modified rural living type development within Rural Conservation Zoned land. Vegetation Protection Overlay (VPO9) applies. Natureprint Strategic Biodiversity mapping shows likelihood of moderate biodiversity values. Northern boundary located along a key entrance road with views to Macedon Ranges, although no key views across site.	0
6.	Cultural heritage	None known.	1
7.	Access to utilities	Sewer, gas and electricity infrastructure are available.	1
8.	Maintaining a rural break between settlements	This area would extend New Gisborne to the north but generally aligns with potential future township boundary to the south.	0.5
	Total		4.5

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Investigation Area 3



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Investigation Area 4

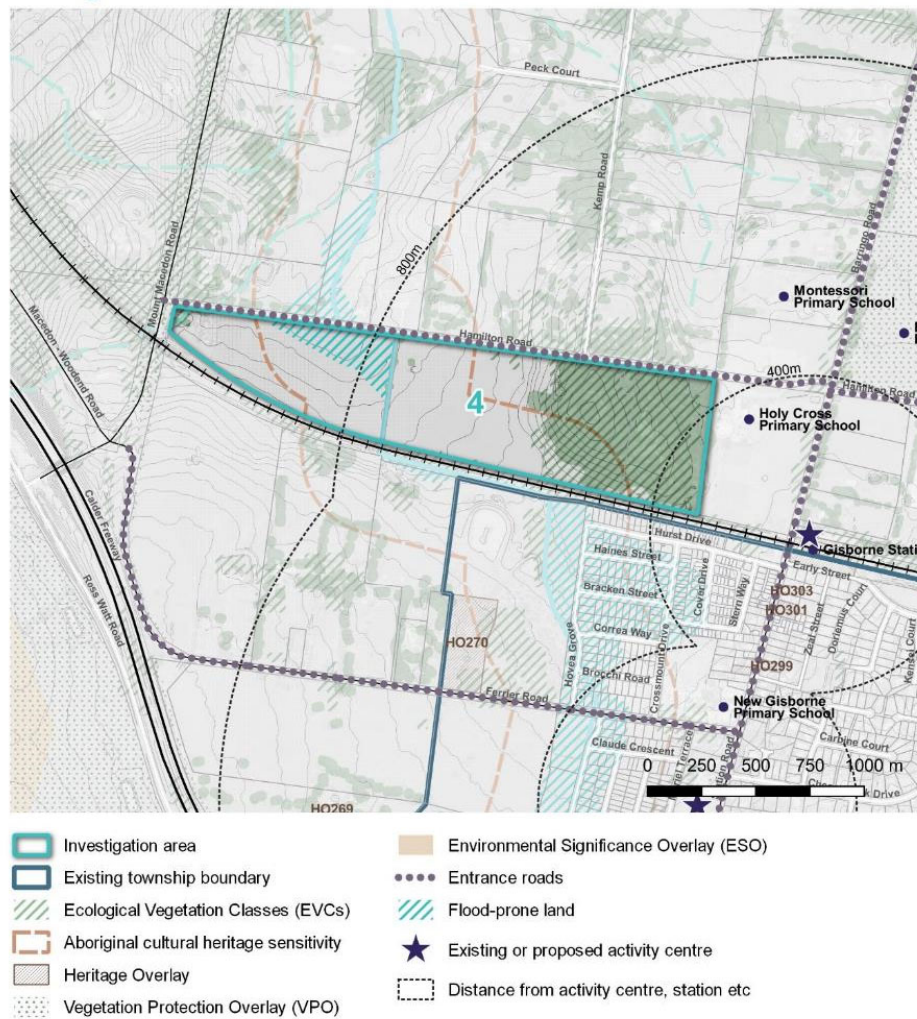
Area 4 is land bound by the train line and Hamilton Road, to the west of Station Road.

Zone: Rural Living Zone **Overlays:** N/A

	Criteria	Assessment	Score
1.	Existing strategic directions and policies	This area is consistent with policy to focus growth in New Gisborne. Does not accord with existing policy to keep development south of the train line.	0.5
2.	Adjacent to existing town boundary	Land adjoins existing/potential township boundary to the south, however is separated by the railway line and vegetation on properties to the east which will result in fragmented development.	0.5
3.	Walkable access to shops, station and services	Located within 800m of station, schools and future shops.	1
4.	Access barriers such as major roads, watercourses and the railway line	Land is constrained by railway line to the south with two crossing points. Good access along Hamilton Road and to freeway.	0.5
5.	Preservation of environmental and landscape features, township entrances, views and vistas.	Land comprises undeveloped rural living. Significant row of oak trees along northern boundary, and vegetated sites to the east. No environmental overlays. Part land subject to flooding. Natureprint Strategic Biodiversity mapping shows likelihood of moderate biodiversity values on cleared land and higher values on vegetated sites. Northern boundary located along a key entrance road with views to Macedon Ranges, good rural outlook across site.	0.5
6.	Cultural heritage	Waterway is within area of aboriginal cultural sensitivity and will trigger a Cultural Heritage Management Plan.	0.5
7.	Access to utilities	Sewer, gas and electricity infrastructure are available, upgrades to infrastructure will likely be required to service development.	1
8.	Maintaining a rural break between settlements	This site forms part of the entrance to Gisborne from Macedon/Mount Macedon, fragmented development will erode the rural break.	0.5
Total			5

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Investigation Area 4



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Investigation Area 5

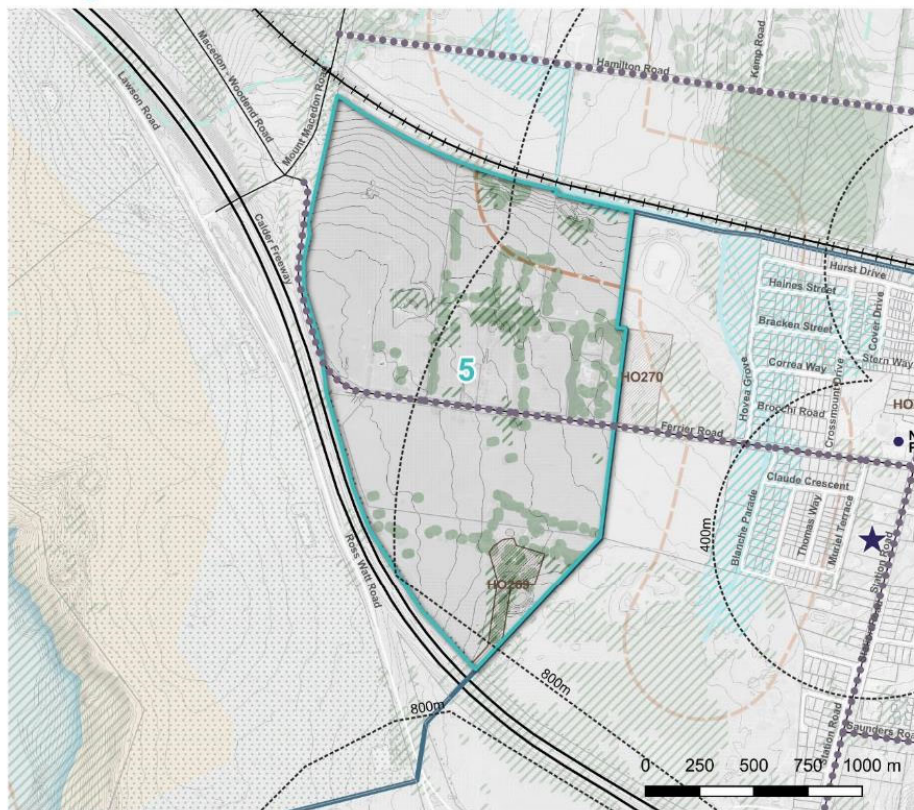
Area 5 encompasses land to the north and south of Ferrier Road that land bound by the train line and Calder Freeway, with existing township boundary to the east.

Zone: Rural Living Zone **Overlays:** N/A

	Criteria	Assessment	Score
1.	Existing strategic directions and policies	The Structure Plan in the 2009 ODP indicates this area within 'areas of investigation for possible future expansion of township boundary' and is consistent with policy to focus growth in New Gisborne.	1
2.	Adjacent to existing town boundary	Land adjoins existing/potential township boundary to the south, however is separated by the railway line and vegetation on properties to the east which will result in fragmented development.	0.5
3.	Walkable access to shops, station and services	A large portion of the site is located within 800m of station, schools and future shops.	1
4.	Access barriers such as major roads, watercourses and the railway line	Land is bound by railway line to the north and Calder Freeway to the west. Good access along Ferrier Road to the freeway and good potential to connect into existing development.	1
5.	Preservation of environmental and landscape features, township entrances, views and vistas.	Land comprises fragmented rural living with scattered paddock trees and shelterbelt planting. Large homesteads on Ferrier Road set back on landscaped grounds play a key role in the character of this entrance road and should be retained. No environmental overlays. Natureprint Strategic Biodiversity mapping shows likelihood of moderate to high biodiversity values on the site. Key views across site from Calder Freeway and Ferrier Road.	0.5
6.	Cultural heritage	Cathlaw Estate with Heritage Overlay. Wurundjeri cultural values assessment identifies a greater curtilage to the area of sensitivity around the marshland.	0.5
7.	Access to utilities	Sewer, gas and electricity infrastructure are available, upgrades to infrastructure will likely be required to service development.	1
8.	Maintaining a rural break between settlements	This site forms aligns with a key entrance to Gisborne and is highly visible from the Calder Freeway. Development will erode the sequence of views and rural break.	0.5
	Total		6

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Investigation Area 5



- | | |
|--|--|
| Investigation area | Environmental Significance Overlay (ESO) |
| Existing township boundary | Entrance roads |
| Ecological Vegetation Classes (EVCs) | Flood-prone land |
| Aboriginal cultural heritage sensitivity | Existing or proposed activity centre |
| Heritage Overlay | Distance from activity centre, station etc |
| Vegetation Protection Overlay (VPO) | |

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Investigation Area 6

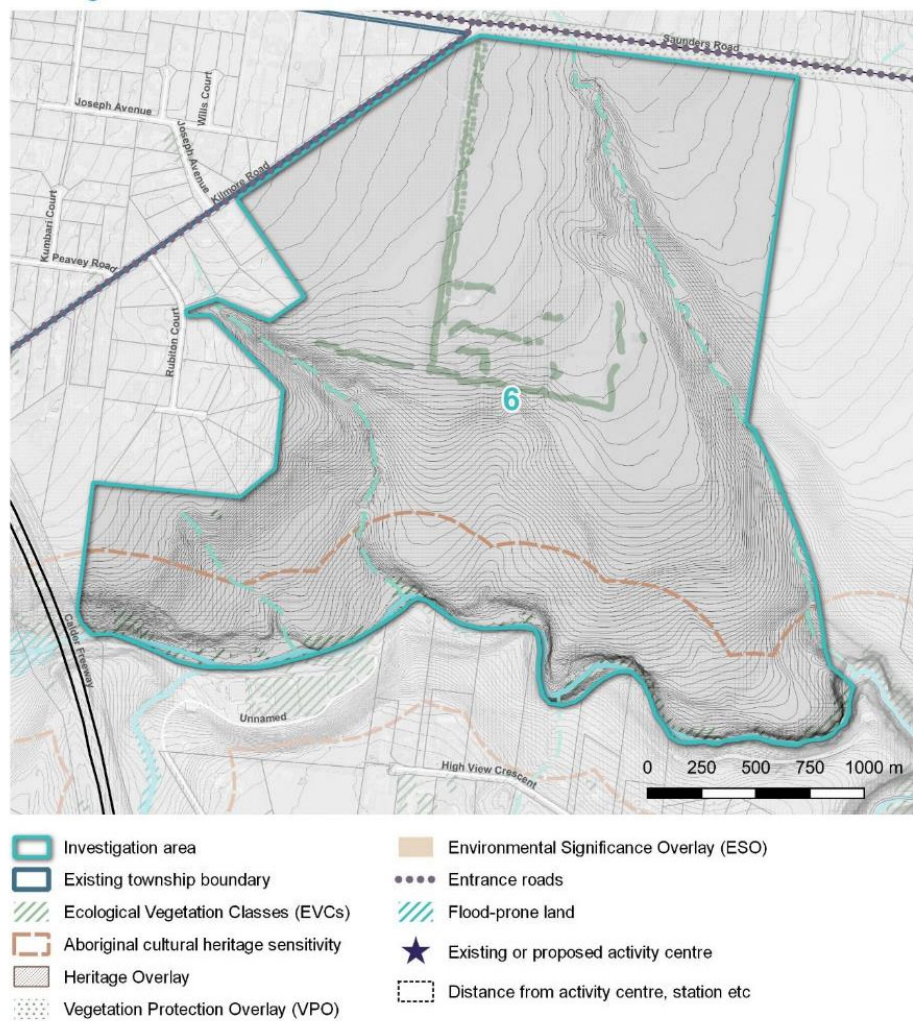
Area 6 is a single large property known as 'Glen Junor' located on the corner of Kilmore and Saunders Roads, bound by the Calder Freeway to the west and Jacksons Creek to the south.

Zone: Rural Living Zone **Overlays:** N/A

	Criteria	Assessment	Score
1.	Existing strategic directions and policies	Does not align with existing policy to focus growth in New Gisborne.	0
2.	Adjacent to existing town boundary	Partially adjoins existing boundary but is largely separated by rural living/low density development which will result in fragmentation of township boundary.	0
3.	Walkable access to shops, station and services	Site entrance is located 3km from town centre and 3.5km from railway station and future activity centre.	0
4.	Access barriers such as major roads, watercourses and the railway line	Good access to Kilmore and Saunders Roads.	1
5.	Preservation of environmental and landscape features, township entrances, views and vistas.	Expansive grazing property featuring shelterbelt planting and significant boundary along Jacksons Creek. Waterways across site to be retained and enhanced. Large portion of site located on visually sensitive sloping escarpment and alluvial terraces of Jacksons Creek. Key views across the rural landscape and escarpment from Calder Freeway bridge and Kilmore/Saunders Roads entrance roads. Land partially within buffer of Gisborne water treatment plant.	0.5
6.	Cultural heritage	Waterway is within area of aboriginal cultural sensitivity and will trigger a Cultural Heritage Management Plan.	0.5
7.	Access to utilities	Major external sewage works required. Water supply upgrade required. No existing gas infrastructure. Available electricity servicing. Drainage may trigger Melbourne Water Drainage Scheme.	0.5
8.	Maintaining a rural break between settlements	This site aligns with a key entrances to Gisborne and is highly visible from the Calder Freeway. Development will erode the sequence of views and rural break between Gisborne and Riddells Creek.	0
Total			2.5

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Investigation Area 6



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Investigation Area 7

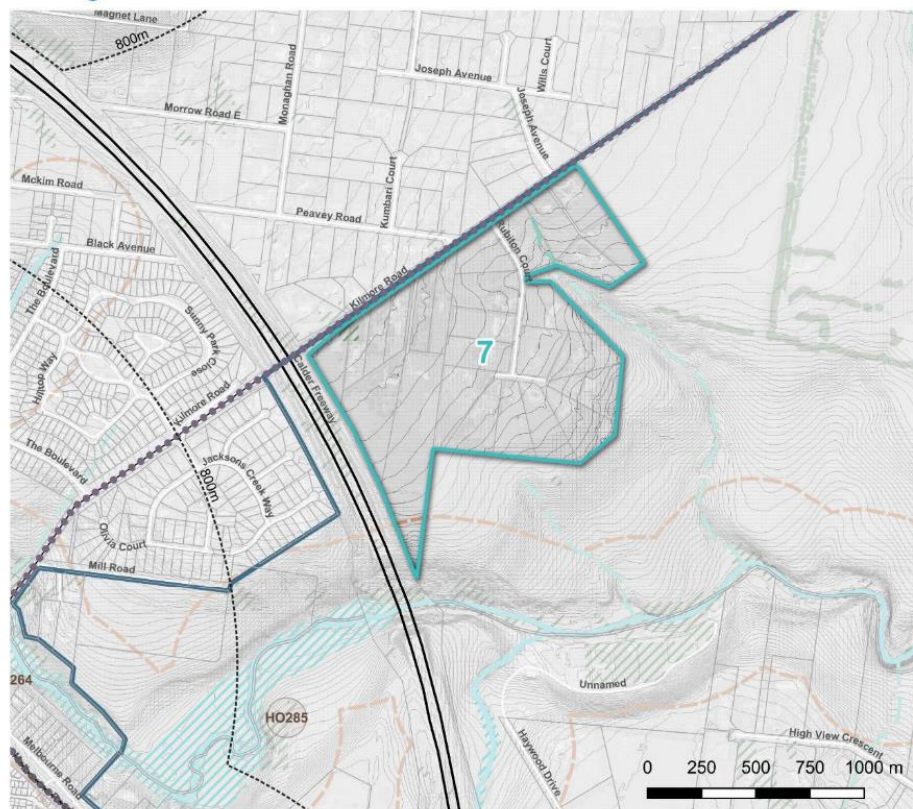
Area 7 is a pocket of low density rural living land accessed from Kilmore Road, bound by the Calder Freeway to the west and Jacksons Creek to the south.

Zone: Rural Living Zone **Overlays:** N/A

	Criteria	Assessment	Score
1.	Existing strategic directions and policies	Does not align with existing policy to focus growth in New Gisborne.	0
2.	Adjacent to existing town boundary	Partially adjoins existing boundary but is an isolated pocket which will result in fragmentation of township boundary. Numerous landholdings present complexities for development.	0
3.	Walkable access to shops, station and services	Site entrance is located 2km from town centre and 3.5km from railway station and future activity centre. Limited pedestrian connectivity to these.	0
4.	Access barriers such as major roads, watercourses and the railway line	Single vehicle access point to Kilmore Road. Access to adjacent sites is constrained by Calder Freeway.	0.5
5.	Preservation of environmental and landscape features, township entrances, views and vistas.	Edge of site located on visually sensitive sloping escarpment of Jacksons Creek. Environmental values fragmented by rural residential development. Land partially within buffer of Gisborne water treatment plant.	0.5
6.	Cultural heritage	One property is within area of aboriginal cultural sensitivity and will trigger a Cultural Heritage Management Plan.	0.5
7.	Access to utilities	Major external sewage works required. Water supply upgrade required. No existing gas infrastructure. Available electricity servicing.	0.5
8.	Maintaining a rural break between settlements	Site is already developed and is not located on rural land that provides separation between townships.	1
	Total		2.5

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Investigation Area 7



- | | |
|--|--|
| Investigation area | Environmental Significance Overlay (ESO) |
| Existing township boundary | Entrance roads |
| Ecological Vegetation Classes (EVCs) | Flood-prone land |
| Aboriginal cultural heritage sensitivity | Existing or proposed activity centre |
| Heritage Overlay | Distance from activity centre, station etc |
| Vegetation Protection Overlay (VPO) | |

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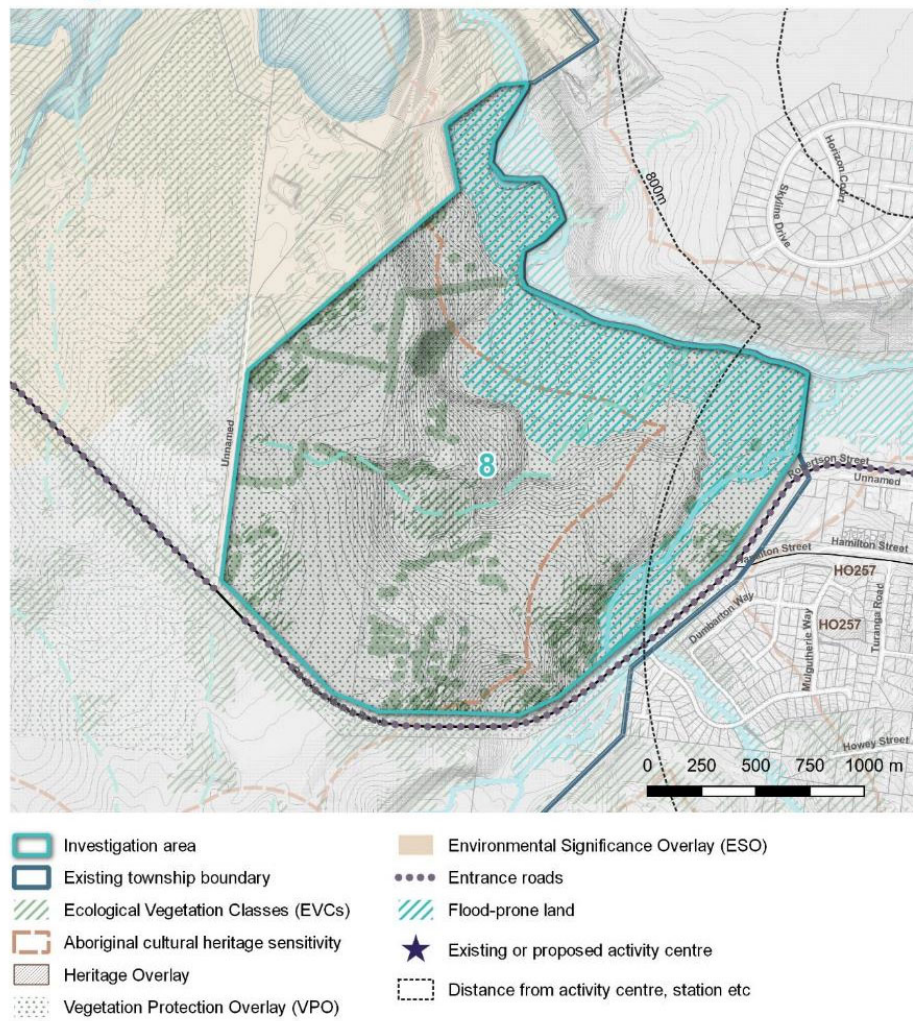
Investigation Area 8

Investigation Area 8 is located to the west of the town centre, bound by Bacchus Marsh Road to the south, Jacksons Creek to the north and Rosslynne Reservoir access to the west.

Zone: Rural Conservation Zone **Overlays:** Vegetation Protection Overlay

	Criteria	Assessment	Score
1.	Existing strategic directions and policies	Does not align with existing policy to focus growth in New Gisborne.	0
2.	Adjacent to existing town boundary	Partially adjoins existing boundary but development would be an isolated pocket which will result in fragmentation of township boundary.	0
3.	Walkable access to shops, station and services	Site entrance approximately 2.5km from town centre.	0
4.	Access barriers such as major roads, watercourses and the railway line	Access limited to Bacchus Marsh Road, constrained by Jacksons Creek to the north.	0.5
5.	Preservation of environmental and landscape features, township entrances, views and vistas.	High environmental and visual landscape values. Potentially developable land is located on visually sensitive sloping landscape that forms a low edge to the Jacksons Creek valley and provides key rural outlook along Bacchus Marsh entrance road. Zone for rural conservation, part located in Jacksons Creek floodplain and covered by Vegetation Protection Overlay.	0
6.	Cultural heritage	Large area is within area of aboriginal cultural sensitivity and will trigger a Cultural Heritage Management Plan.	0.5
7.	Access to utilities	Existing services or required infrastructure not assessed.	0
8.	Maintaining a rural break between settlements	Site is located rural landscape that provides a key outlook for Gisborne's semi-rural setting.	0.5
	Total		1.5

Investigation Area 8



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Investigation Area 9

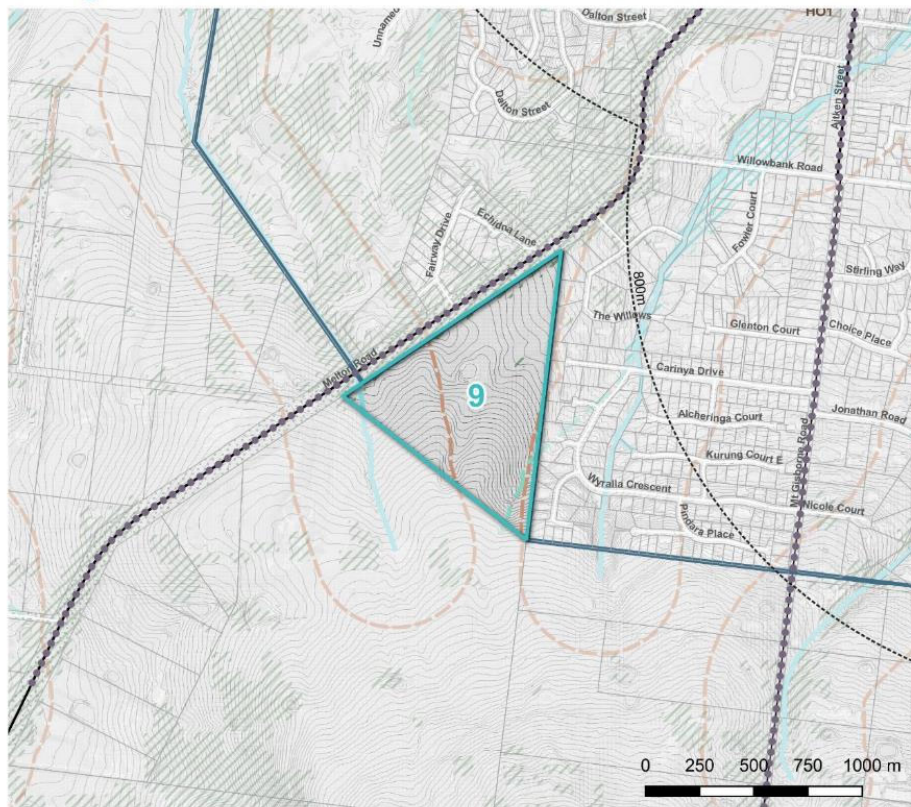
Area 9 is a portion of a larger property that contains the historic Bundaleer Homestead, between existing residential development and Melton Road at the base of Mount Gisborne.

Zone: Rural Conservation Zone **Overlays:** N/A

	Criteria	Assessment	Score
1.	Existing strategic directions and policies	Does not align with existing policy to focus growth in New Gisborne.	0
2.	Adjacent to existing town boundary	Adjoins existing boundary but development would be an isolated pocket which will result in fragmentation of township structure.	0
3.	Walkable access to shops, station and services	Site entrance approximately 1.5km from town centre and 1.5km to proposed Willowbank Road activity centre.	0
4.	Access barriers such as major roads, watercourses and the railway line	Access limited to Bacchus Marsh Road, no potential access to existing development to east.	0.5
5.	Preservation of environmental and landscape features, township entrances, views and vistas.	High visual landscape values, site located on lower slopes of Mount Gisborne and visible from numerous key views to the south. Zoned for rural conservation.	0
6.	Cultural heritage	Part of site is within area of aboriginal cultural sensitivity and will trigger a Cultural Heritage Management Plan.	0.5
7.	Access to utilities	Existing services or required infrastructure not assessed.	0
8.	Maintaining a rural break between settlements	Site is located rural landscape that provides a key outlook for Gisborne's semi-rural setting.	0.5
	Total		1.5

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Investigation Area 9



- | | |
|--|--|
| Investigation area | Environmental Significance Overlay (ESO) |
| Existing township boundary | Entrance roads |
| Ecological Vegetation Classes (EVCs) | Flood-prone land |
| Aboriginal cultural heritage sensitivity | Existing or proposed activity centre |
| Heritage Overlay | Distance from activity centre, station etc |
| Vegetation Protection Overlay (VPO) | |

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4.5 Glen Junor

Land owners of the property 'Glen Junor' have prepared a significant proposal for development of the land that included public consultation and a marketing campaign promoting its inclusion within the township boundary that ran concurrently with the Gisborne Futures Phase 3 Consultation.

Submission number

1, 7, 13, 15, 17, 20, 21, 24, 25, 26, 28, 29, 31, 32, 33, 34, 35, 36, 37, 38, 39, 47, 48, 49, 51, 52, 53, 54, 55, 56, 67, 76, 88, 89, 93, 95, 113, 124, 126, 134, 136, 137, 142, 143, 165, 167, 168, 171, 177, 209, 210, 211, 212, 213, 214, 215, 216.

43 submissions and six survey comments **support the inclusion** of Glen Junor in the township boundary. Reasons cited include:

- Biodiversity and landscape restoration;
- Walking and cycling infrastructure improvements;
- Sustainable development, climate change mitigation;
- Housing diversity and affordability;
- Connection to Victorian racing heritage; and
- Outdoor activities, a community farm and active lifestyle opportunities, youth mental health.

Five submissions supported the development of Glen Junor over land to the west of Station Road due to traffic increase on Station Road, and availability of Kilmore Road to provide an alternative route.

Prior to the Scheduled Council Meeting on Wednesday, 24 February 2021 Council was presented with a petition of around 300 signatures seeking to retain the Glen Junor property in the township boundary.

18 submissions and four survey comments **do not support** inclusion of Glen Junor in the township boundary. Reasons cited include:

- Last minute decision against officer recommendation;
- Lack of infrastructure planning to support development;
- Erosion of rural break between Gisborne and Riddells Creek;
- Loss of outlook for properties on High View Crescent, and the potential impacts of eastern bypass;
- Distance from township and services;
- Loss of rural views and open space;
- Cultural sensitivity of the area; and
- Concern with the influence of developers on Council decisions.

There were five submissions seeking the same opportunity as Glen Junor to prepare a similar proposal to be included in the township boundary.

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Response to Glen Junor proposal

Glen Junor is a 217 hectare property that is currently zoned [Rural Living, Schedule 2 \(RLZ2\)](#) and covered by [Development Plan Overlay Schedule 19 \(DPO19\)](#). Under the RLZ2 there is a minimum subdivision area of one hectare.

DPO19 includes a concept plan that depicts the developable land for Glen Junor being located along the Kilmore Road frontage. The RLZ2 and DPO19 extend beyond the Glen Junor site. The current planning controls for the site were approved in April 2017 as part of Planning Scheme Amendment C110 that implemented the recommendations of Council's *In the Rural Living Zone* strategy into the planning scheme.

The Glen Junor proposal is developer-led, and seeks to achieve a higher-density outcome than that currently provided in the planning scheme.

Glen Junor was assessed for inclusion in the township boundary which concluded the following:

- There is no current policy direction supporting the expansion of Gisborne to include the Glen Junor site.
- It is located a significant distance from existing and proposed neighbourhood activity centres, community amenities and transport facilities.
- As identified by the servicing report prepared on behalf of Council there would be major service and infrastructure works required for development, particularly reticulated sewerage.
- The land is segregated from the existing residential areas of New Gisborne by existing low density zones, causing fragmentation of the overall town structure and not necessarily logical settlement boundary.
- A large percentage of the Glen Junor property is not suitable for development. Even accepting that there is 100 hectares of land available for development this still results in 117 hectares of the site being encumbered and not suitable for development.
- Glen Junor is within an identified view line from the south.

Based on the above it was determined that Glen Junor's inclusion in the settlement boundary could not be supported. The three areas proposed to be included within the revised settlement boundary in 2020 scored significantly higher than Glen Junor overall.

Once the above assessment was completed Council did not see value in further exploration of the issues identified in relation to the inclusion of this site in the settlement boundary or assessment of the merits of the Glen Junor proposal.

In addition to Glen Junor there were 14 submissions made during consultation requesting inclusion of specific properties in the township boundary, and another two requested general expansion of the boundary. The inclusion of specified properties in total would equate to an additional 205ha of residential land.

The proponents of Glen Junor have resources to commit to the project and have invested significantly in their proposal. Submissions have been made requesting inclusion in the township boundary with the intention of delivering a similar outcome. While these have not been prepared to the same level of detail there is indication that if similar policies and planning scheme requirements were applied to other properties it sets a precedent for them to also qualify for inclusion, based on the merit of the submission, with disregard to the assessment of criteria set through the Gisborne Futures plans. This both undermines the planning process and results in an inequitable outcome for other property owners by denying them the opportunity to prepare similar submissions.

There is a risk that acceptance of the Glen Junor proposal based on merit alone will set a precedent for further developer-led rezoning based on the marketing of a proposal rather than Council's policy framework.

It is Council's position that developers shouldn't be leading the conversation about what land should be developed, where this is located and what the timing of it should be.

At the Ordinary Council Meeting in June 2020 Council resolved to include Glen Junor in the township boundary, adding an additional 105 hectares of net residential land as Urban Growth Zoned land. This proposal added an additional 1312 dwellings or approximately 10 years supply at the adopted rate of 130 new dwellings per year. The Glen Junor consultant team had suggested around 1000 dwellings being delivered which would be closer to 7.7 years supply.

At the Scheduled Council Meeting in February 2021 Council resolved to remove the Glen Junor property from the Gisborne Futures township boundary.

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4.6 Land south of Brooking Road

This Gisborne Futures plan is investigating future township residential land and is not proposing to make changes to the Rural Living Zone in Gisborne South.

Land south of Brooking Road was not considered as part of the initial assessment as existing Council policy is to focus growth in New Gisborne, as previously discussed. Additional considerations include:

- Fire risk from Wombat/Lerderderg Forests
- Distance from activity centres and services
- Capacity of road network and infrastructure
- Environmental sensitivity and protection of rural landscapes and maintaining a rural break to the south.

Land south of Brooking Road is Rural Living Zone is guided by Council's [In the Rural Living Zone](#) Strategy (2015).

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4.7 How much residential land do we need?

State planning policy requires local authorities to provide 15 years of land supply within the municipality to accommodate projected population growth and to provide clear direction on locations where growth should occur.

The Gisborne Futures plans have set a 30 year horizon because as a regional centre where growth is to be managed, and as the primary town in the Macedon Ranges Shire where growth will be focussed, it is necessary to ensure that sufficient land is set within the Gisborne protected settlement boundary to fulfil this role.

There are two sources currently available in 2022 that examine how much residential land is in supply in Gisborne that provide a guide to how much should be planned for through the structure plan.

What should we be aiming for?

Demand for housing in Macedon Ranges has increased significantly over the last few years. Lack of available supply with a number of larger subdivisions held up in planning stages has in many instances hidden the actual demand. 104 lots were released with a title in the first six months of 2021 compared to 19 for all of 2020, 108 in 2019 and 105 in 2018 (titled data from Land Titles office – UDP).

The Willows Estate for example is shown in the LDSA as having a seven year supply. In reality it will likely be a three year supply as the final stages come onto the market and many lots are now under construction and no longer part of existing supply.

It is likely that given Gisborne Futures is still at least two years away from being implemented into the Planning Scheme, and that Gisborne will need additional land supply to meet current and future demand.

Residential Land Demand and Supply Assessment (2020)

The 2020 version of the structure plan used the *Residential Land Demand and Supply Assessment* (LDSA) prepared on behalf of Council by Urban Enterprise. The LDSA was completed in January 2020, based on data collected in 2018 and 2019. This report estimated that there was **2,629** lots available in Gisborne.

This equated to **20 years worth** of land supply under a 'growth' scenario that applied a dwelling demand rate of 130 lots per year. To achieve a 30 year supply an additional 1300 lots should be planned for.

2022 Review of the LDSA

A 2022 review of areas nominated as in the LDSA as supply has been undertaken by Council. This review has approximated the number of lots that were available in 2020 using the mapping and methodology prepared by Urban Enterprise on page 11 of the LDSA. The review has:

- removed lots that have since been developed
- removed lots not appropriately nominated as 'supply' (eg. drainage basins or rural living with no further subdivision potential)
- removed lots that are not planned to deliver a traditional housing outcome (such as aged care facilities and retirement homes)
- removed lots that are titled or likely to be consumed before the Gisborne Futures project is finalised (eg. Willows Estate).

The review estimates that around **1,239** lots have been consumed since 2019, with a further **83** titled and likely to come onto the market by the time the Gisborne Futures plans are adopted, totalling **1322 lots** (refer map overleaf).

This leaves **1,307** lots remaining in supply, or **10 years supply** using the Urban Enterprise methodology.

Urban Development Program

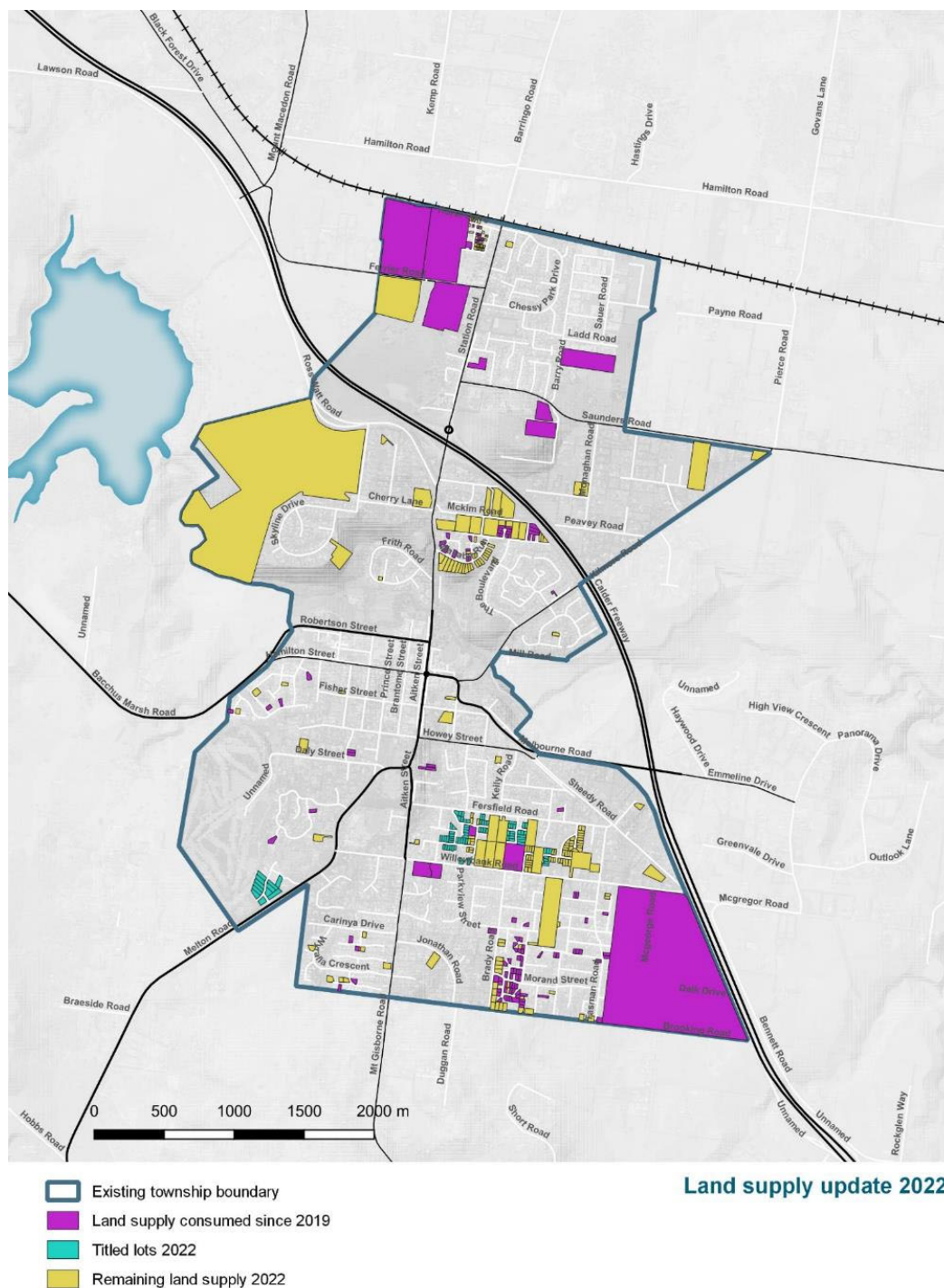
In 2021 DELWP released the Urban Development Program (UDP) data that monitors greenfield residential land supply in regional Victoria.

The analysis was undertaken at a higher level than the 2020 LDSA, excluding many of single vacant lots and minor infill sites. The program estimated that Gisborne had supply of **1,537** lots in greenfield supply, excluding major infill sites.

The UDP assessed land supply of Gisborne and Kyneton together, estimating 16-18 years worth of supply between the two towns.

Applying the dwelling demand rate of **130 lots per year** used in the LDSA this would equate to nearly **12 years worth** of greenfield supply in Gisborne, meaning planning should aim for **18 years** or **2,340 lots**.

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2022 update to land demand and supply data

The structure plan should be seeking a further 10 years worth of supply using the LDSA, or 20 years worth if the revised 2022 land supply figures are applied, or 18 years worth using the UDP data.

The available land supply and demand figures will need to be reassessed as part of the 2022 refresh of the Gisborne Futures structure plan. For the purpose of this assessment a range of 15-20 years land supply has been applied, noting that a significant amount of residential land has been consumed since 2020.

Land demand figures have been shown to fluctuate greatly depending on supply, and factors that can't be predicted, such as the influx people to the regions resulting from the Covid-19 pandemic, or latent demand due to supply not being available on the market.

The calculation of future lots will also consider a refreshed community infrastructure needs assessment that will investigate the current community infrastructure provision and capacity, identify existing gaps and future.

Action

- Update land supply and demand analysis to reflect current housing supply data.

4.8 How much commercial or industrial land do we need?**Town centre commercial land**

The *Economic and Employment Analysis* (2020) prepared by Urban Enterprise estimates that 2.5 to 3 hectares of retail land and 1 to 1.5 hectares of commercial land will be required to support economic and employment growth in Gisborne.

The strategic direction is to retain a compact, walkable town centre and avoid outward expansion by allocating this floorspace to sites with development potential within the existing town centre, with long-term overflow to be accommodated in New Gisborne.

This requirement has influenced potential building height controls, however further work is required to assess the capacity of these sites to meet the projected demand as part the Urban Design Framework revision (refer to Section 12 Urban Design Framework).

Business Park

The *Economic and Employment Analysis* Report was updated in 2020 to revise recommendations for the business park following merger of the development plan project in late 2019. It recommends the structure plan accommodate an additional **17-28ha** of land for the business park over the next 20-30 years, including Commercial 2 zoned land to fill that gap in the retail market. The proposed expansion area is 29ha which would accommodate the projected demand.

The report also notes that the structure plan should give consideration to protecting the interfaces of the Business Park from residential encroachment in order to protect the economic role and function of the business park and provide for longer term expansion potential (ie. over 20-30+ years).

The revised Gisborne Futures plans will investigate options for the layout of the business park. Refer to Section 7.5 (Future direction for the Gisborne Business Park) for further discussion and response to the business park.

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4.9 Population forecasts

A number of submissions have called for population caps to be introduced, and there is a misnomer circulating in the community that the Gisborne Futures plans will be aiming for a population of 50,000 people.

Response to population targets

Gisborne Futures does not plan for a particular population scenario or a population target. Managing to certain population targets or caps is not considered best practice. Through the implementation of the Settlement Strategy (C084macr) the independent planning panel recommended the removal of population caps or targets and instead recommended these be replaced with ranges and the current settlement hierarchy.

Datasets (Victoria in the Future and Forecast ID) used to form the background of Gisborne Futures estimate a population for the Macedon Ranges to a 2036 scenario. Economic and demographic forecasts generally do not look beyond a 15 year horizon because the variables that inform future trends become less certain.

Gisborne Futures takes the existing residentially zoned land and the dwelling demand rate and projects this out to give a 2050 scenario of the amount of residential land Gisborne may require.

An approximate population figure may be derived from this data. For example, the average household size in Gisborne is currently 2.8 people.

If the 3,900 lots in existing supply and proposed supply in the 2020 growth areas is multiplied by 2.8 people the population could be increased by 10,920 people. Add this to the 2022 population estimate of 14,376 (forecast.id), the population would be closer to 25,000.

Data from the 2021 Census has been released in June 2022 and the plans will be updated to reflect the outcomes of this.

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4.10 Future urban structure options

DELWP have advised that the structure plan would benefit from a land use budget, which provides a summary of the existing land within the study area and its existing and proposed land use breakdown, including future residential growth areas, employment and industrial areas.

This will further clarify the connection between potential residential growth areas, their character and their yield.

Feedback from the community has also raised concern that the plans do not illustrate protection of waterways and township character or provide open space.

The focus in working out how much land area is required has been centred on lot sizes and lot numbers and land supply and demand figures.

There has also been feedback that the 2020 Structure Plan will not provide for a 'meaningful' Precinct Structure Plan. The low number of lots won't create a threshold to deliver additional services or facilities to the new community, leaving a gap in service provision and further reliance on the Gisborne town centre for access to these.

The refresh of the plans will re-assess the community facilities that currently exist, and what are identified as missing or needed, and use the investigation areas to articulate what the thresholds are for the delivery of community facilities and social infrastructure.

Also important to consider is the types of shops and other services that could be supported in New Gisborne. Currently, residents of New Gisborne have no option but to travel into the town centre for the most basic of convenience items, which places additional pressure on Station Road. It is necessary to ensure that there is sufficient population in the local retail catchments to make commercial investment in the area viable, and reduce the number of car trips necessary to the town centre.

The preferred investigation areas have been broken down into a finer grain of detail than was provided in the 2020 version of the structure plan. While still looking at the growth areas at a high level, these now account for:

- Open space corridors along waterways
- Landscape buffers (20m) to development along the edges of the boundary
- A nominal road network, including interface service roads
- Estimate public open space requirements
- Residential larger-lot interface (2000m²)
- Conventional residential lots (800m²)
- Medium density development (300m²)

The following section provides a series of options that considers possible layouts and analysis of an approximate yield that may be achieved in each investigation area to provide an understanding of residential and employment land supply outcomes.

This analysis include 3 options for the potential expansion of the Business Park.

All of these options are **DRAFT FOR FURTHER ANALYSIS** to be used as the starting point for further work to be complete for the next draft of the Structure Plan.

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Township Boundary Option 1

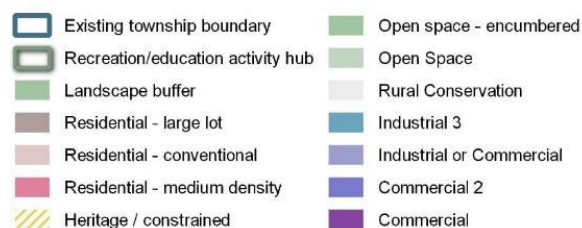
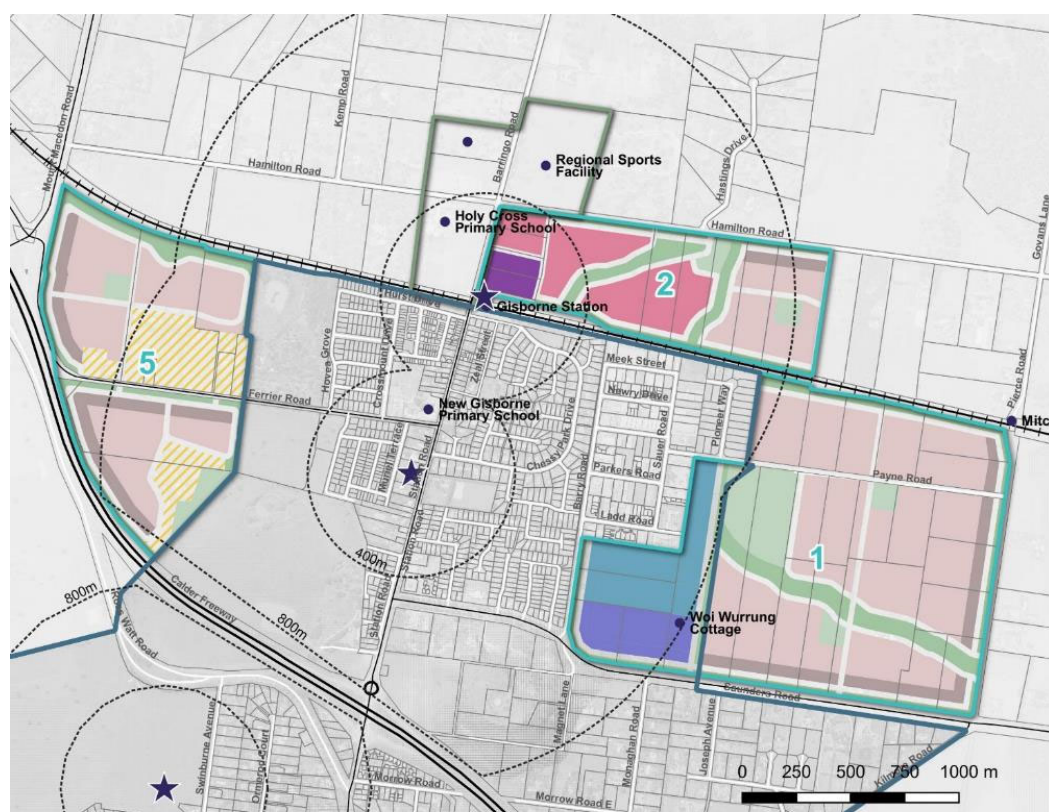
Option 1 retains the business park expansion area in the current location and brings in the three highest-scoring investigation areas (areas 1, 2 and 5).

Employment land (approx.)

21.5ha

Residential lots (approx.)

2,000 (15 years supply)



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Township Boundary Option 2

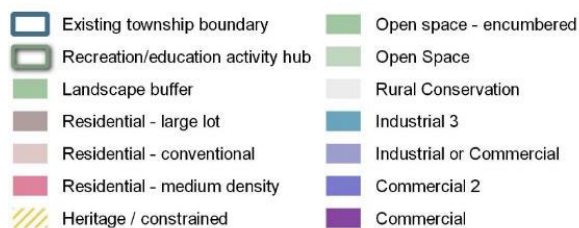
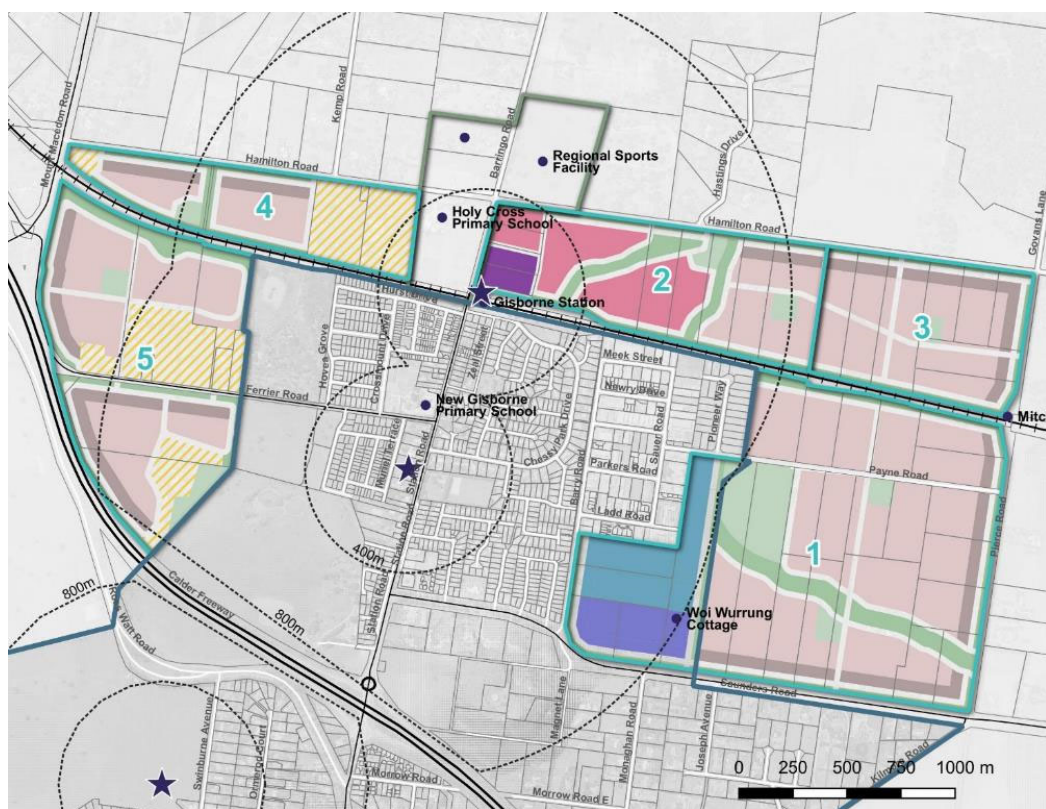
Option 2 retains the business park expansion area in the current location and brings in the five highest-scoring investigation areas (areas 1, 2, 3, 4 and 5).

Employment land (approx.)

21.5ha

Residential lots (approx.)

2,500 (19 years supply)



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Township Boundary Option 3

Option 3 provides an Industrial 3 Zone buffer to potential residential areas and expands the business park to the east. This option includes the three highest-scoring investigation areas (areas 1, 2 and 5).

Employment land (approx.)

31ha

Residential lots (approx.)

1,900 (14 years supply)



- | | |
|-----------------------------------|--------------------------|
| Existing township boundary | Open space - encumbered |
| Recreation/education activity hub | Open Space |
| Landscape buffer | Rural Conservation |
| Residential - large lot | Industrial 3 |
| Residential - conventional | Industrial or Commercial |
| Residential - medium density | Commercial 2 |
| Heritage / constrained | Commercial |

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Township Boundary Option 4

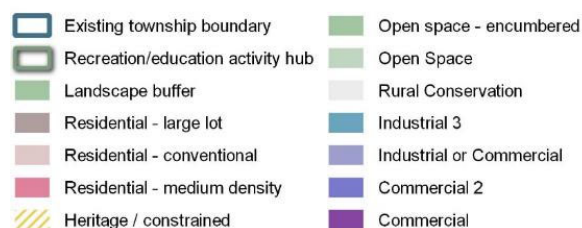
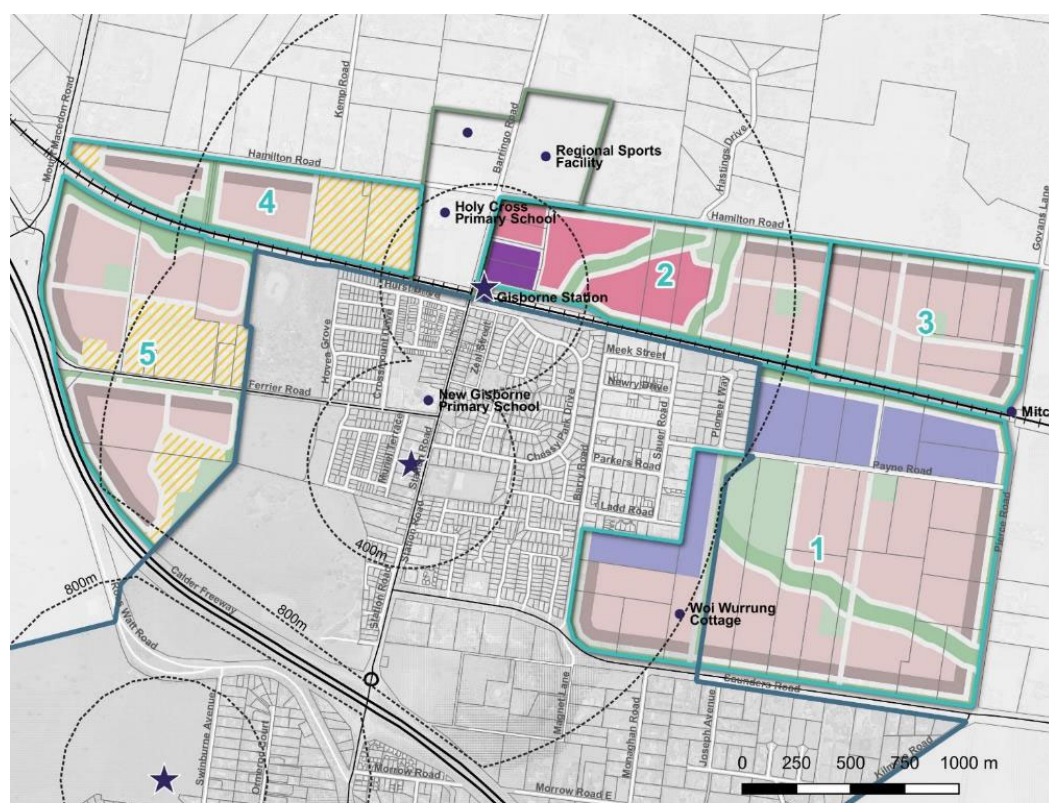
Option 4 provides an Industrial 3 Zone buffer to potential residential areas and expands the business park to the east. This option includes the five highest-scoring investigation areas (areas 1, 2, 3, 4 and 5).

Employment land (approx.)

31ha

Residential lots (approx.)

2,400 (18 years supply)



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Township Boundary Option 5

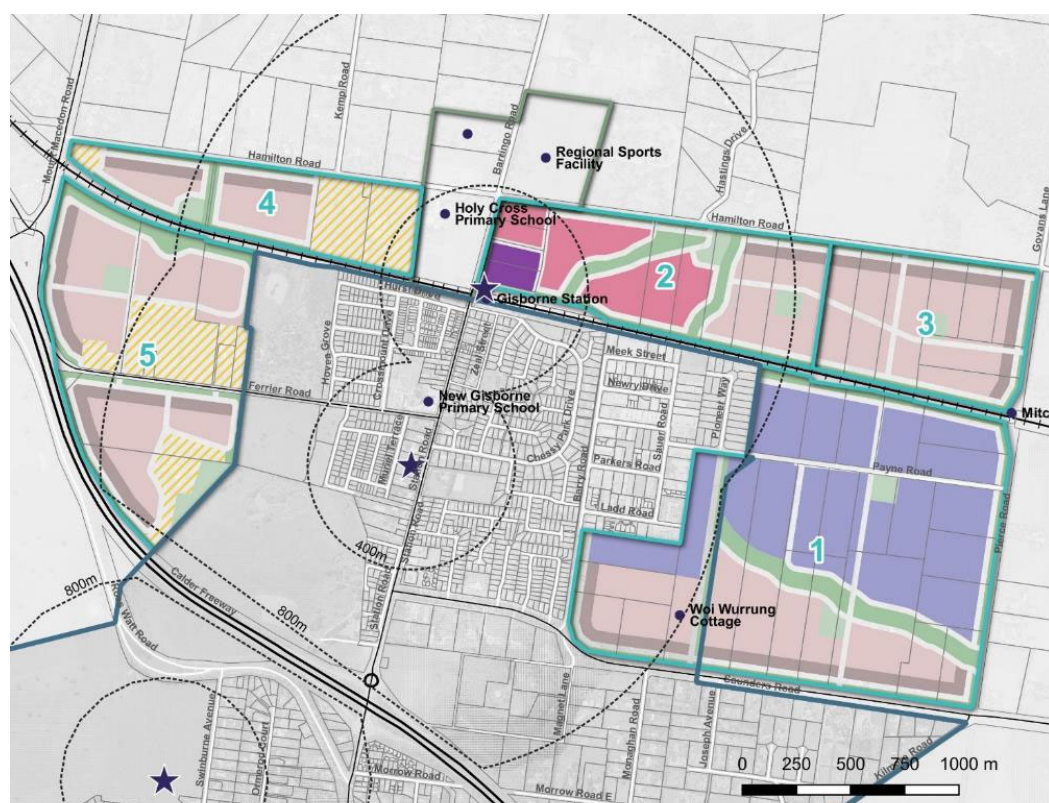
Option 5 provides large “Employment Precinct” and includes the five highest-scoring investigation areas (areas 1, 2, 3, 4 and 5).

Employment land (approx.)

72ha

Residential lots (approx.)

2,000 (15 years supply)



- | | |
|-----------------------------------|--------------------------|
| Existing township boundary | Open space - encumbered |
| Recreation/education activity hub | Open Space |
| Landscape buffer | Rural Conservation |
| Residential - large lot | Industrial 3 |
| Residential - conventional | Industrial or Commercial |
| Residential - medium density | Commercial 2 |
| Heritage / constrained | Commercial |

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4.11 Township boundary options summary

Option	Land use	Approx. yeild	How much do we need?	Comment
1	Employment land (approx.)	21.5ha* 29ha incl. roads, landscape buffers etc	17-28ha	Option 1 meets the minimum of what we should be aiming for, land-locks business park.
	Residential lots (approx.)	2,000 (15 years supply)**	15-20 years supply	Option 1 meets the minimum of what we should be aiming for.
2	Employment land (approx.)	21.5ha* 29ha incl. roads, landscape buffers etc	17-28ha	Option 2 meets the minimum of what we should be aiming for, land-locks business park.
	Residential lots (approx.)	2,500 (19 years supply)**	15-20 years supply	Option 2 comfortably meets the current target of what we should be aiming for, land-locks business park.
3	Employment land (approx.)	31ha* Approx 40ha incl. roads, landscape buffers etc	17-28ha	Option 3 exceeds the minimum of what we should be aiming for, expands business park to east.
	Residential lots (approx.)	1,900 (14 years supply)	15-20 years supply	Option 3 is slightly below the minimum of what we should be aiming for.
4	Employment land (approx.)	31ha* Approx 40ha incl. roads, landscape buffers etc	17-28ha	Option 4 exceeds the minimum of what we should be aiming for, expands business park to east.
	Residential lots (approx.)	2,400 (18 years supply)	15-20 years supply	Option 4 is within the range of what we should be aiming for.
5	Employment land (approx.)	72ha* Approx 89ha incl. roads, landscape buffers etc	17-28ha	Option 5 creates a large employment precinct.
	Residential lots (approx.)	2,000 (15 years supply)	15-20 years supply	Option 5 meets the minimum of what we should be aiming for.

* This number excludes roads, landscape buffers, open space etc.

** Years supply calculated using demand rate of 130 lots per year.

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5 Planning for housing

The housing framework presented in the Structure Plan is the topic that has attracted the highest number of submissions.

The key themes related to the housing framework raised in submissions are:

- Township growth and character
- Housing density, diversity and affordability
- Housing change areas

Submission number

2, 9, 11, 15, 16, 22, 27, 29, 31, 36, 38, 44, 53, 57, 58, 63, 65, 66, 70, 72, 76, 81, 82, 84, 92, 93, 95, 98, 108, 117, 119, 126, 132, 133, 137, 139, 145, 150, 152, 160, 161, 162, 163, 164, 165, 173, 174, 175, 187, 205.

5.1 Background to the housing framework

Gisborne Futures Housing Framework

Gisborne is an attractive township that is recognised as a regional centre within the peri-urban influence of Melbourne by state, regional and local planning policy (refer Macedon Ranges Settlement Strategy, Loddon Mallee Growth Regional Growth Plan and Plan Melbourne).

In recent years population growth has exceeded the population of 12,000 anticipated in the Gisborne/New Gisborne Outline Development Plan (ODP). The population in 2021 was 14,515 (profile.id). This has been influenced by Melbourne's high growth rate and Gisborne's popularity as a well-connected and attractive semi-rural town.

The housing framework presented in the structure plan recognises that Gisborne will provide a variety of housing opportunities to accommodate a changing and growing community. It includes a number of 'change' area that have capacity to accommodate infill housing development.

The housing framework and neighbourhood character study work in tandem to allow for a degree of housing change and infill development in proximity to the town centre, ensuring that future development is responsive to existing and preferred future neighbourhood character values.

Planning for housing

In December 2019 DELWP released Planning Practice Note 90 (PPN90): Planning For housing and Planning Practice Note 91 (PPN91): Using the residential zones. PPN90 outlines a methodology for creating a residential development framework comprising a housing strategy, neighbourhood character strategy and heritage, environmental and landscape constraints.

The Gisborne Futures plans were substantially progressed upon the release of the practice notes and the drafts were revised to include a housing framework that identified housing change areas.

DELWP have raised concerns with the proposed housing framework. Feedback includes the need to revise proposed 'minimal' change areas to ensure they align with the criteria outlined in PPN90, and a review of housing change areas and neighbourhood character areas is required to ensure existing and proposed policies align. DELWP have also highlighted that there is an absence of 'substantial' growth areas and comment that retention of General Residential Zone in Precinct 3 is likely to be a 'substantial' change area in the Gisborne context.

Another key point raised by DELWP is that it is **no longer acceptable to specify dwelling typologies that are preferred**. The planning should be based on a built form outcome and not on whether apartments, units or single dwellings are preferred. For example, apartments are acceptable in the NRZ providing character and built form outcomes are met, and single dwellings that are just as large as a small apartment building can also be built.

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5.2 Township character

There is a common concern throughout the submissions that the character of Gisborne will be lost as a result of development and comparisons have been made to other growth areas, often to Melton or Sunbury. There is concern about 'cookie cutter' developments and 'standard' suburban typologies, and requests for wider roads to better accommodate on-street car parking.

To a lesser extent, some submissions were concerned with changing demographic and an increase in crime.

Response to character concerns

All residential precincts are a product of their time. Gisborne has a diversity of residential neighbourhoods that reflect different eras of development. In Chessy Park Estate many of the brick houses have octagonal bay windows projecting from the front, a very popular design in the 1990s. South of Howey Street, the brown brick veneer with cream trim of the 1970s is prevalent and in the south housing design is more varied with long, low ranch houses sitting next to contemporary forms. These are reflective of the housing choice available and many could be considered 'cookie cutter' designs of their era.

While the planning scheme can control design elements such as setbacks, height and the size of open space, it is limited in how it can dictate style. The Victorian planning system is designed to enable a single dwelling in a residential area on a lot over 300 square metres to be built without the need for a planning permit. If a planning permit is not required then only a building permit is required and beyond requirements around setback and height the building permit does not consider the type or look of a dwelling.

Character controls are based on maximum building heights and garden area requirements in conjunction with the variations to standard ResCode allowances.

Covenants or restrictions on title may be used to introduce design guidelines, building envelopes or landscaping requirements. Design guidelines may be requested by Council as a condition of permit, or introduced by a developer seeking to achieve a desired outcome within a development.

In response to submissions concerned with a lack of direction for future growth areas, the revised Structure Plan can provide precinct maps that combine direction found within the plan and articulates character outcomes sought.

Further discussion on residential character and infill development is found in Section 6 (Neighbourhood character).

Action

- Prepare precinct plans for Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township.

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5.3 Housing diversity, density and affordability

A groundswell of resistance to infill development is evident with around 18 submissions and 22 survey comments either concerned with or not supporting further infill.

Submission number

1, 2, 11, 13, 33, 41, 63, 66, 67, 69, 84, 126, 132, 133, 136, 156, 160, 163, 165, 167, 172, 173.

There are submissions that don't agree with neighbourhood character precinct nominations and the housing framework that included preferred typologies (dual-occupancy, units etc). The areas of most concern were the potential for three storey residential development surrounding the town centre (through retention of the General Residential Zone) and the potential for further subdivision in existing residential areas.

Primary reasons for were amenity impacts and overlooking, loss of existing character or older dwellings, traffic congestion and loss of on-street parking spaces.

There are a number of submissions and comments that agreed with greater housing diversity in principle and hoped it would provide some affordable housing options. At least six mentioned they would like to see it planned for in growth areas and not introduced to established areas.

5.3.1 Medium density and infill development

Planning is facing numerous challenges in 2022 that were not present in the 1970s, 80s and 90s when Gisborne's housing areas were rapidly expanding. Back then, an increase in car ownership and the ability to commute to employment drove much of Gisborne's development.

There are newer principles guiding sustainable development in the planning scheme that includes creation of compact neighbourhoods that are orientated around easy walking distances to activity centres, schools, community facilities, public open space and transport.

Density has a role to play in sustainable housing models. Increased housing densities can provide a critical mass to support neighbourhood activity centres and local employment opportunities therefore reducing car dependency and increasing the viability of public transport services, community facilities and the efficiency of infrastructure.

Sprawling developments with large lots and large houses are attractive from a lifestyle perspective, particularly for those seeking a semi-rural environment. 90% of Gisborne's housing stock comprises single dwellings on large lots, and these are particularly popular with young families and those seeking a semi-rural lifestyle while also remaining connected to city conveniences and employment opportunities.

The planning system requires that planning for growth includes a diversity of housing types and distribution that reflects the needs of a diverse and inclusive community. Providing a diversity of housing types is required to accommodate a broader demographic in the community, including single parents, young people, older people wishing to downsize and so on.

The Gisborne Futures plans recognise the need to increase housing density, diversity and affordability. Some areas have potential for infill development, designed in a way that is appropriate for their character. For example, infill development within the precincts closer to the town centre may be achieved in the form of multi-unit development. In other areas where larger lot sizes are an intrinsic aspect of the character, infill development may include subdivision down to a minimum lot size, as guided by proposed ResCode variations through schedules to the residential zones, or as more than one dwelling on a lot, where only one dwelling fronts the street. The plans contain two key strategic directions to achieve this:

- To accommodate infill development in existing residential areas that respects existing neighbourhood character.
- To plan for medium-density development as part of new growth areas that is located appropriate to shops, services and employment and education opportunities.

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Existing policy and Gisborne Futures response

"Medium density" is a general term applied to infill development or small-lot subdivisions.

Medium density may be used in reference to building typologies (dual-occupancy, units, townhouses) or as a density of lot sizes per hectare in the case of subdivisions.

The Macedon Ranges Planning Scheme refers to 'medium density' in Gisborne at [Clause 21.13-1](#), however it is not defined in the local context, which has led to planners and applicants having differences in interpretation.

Clause 21.13 describes 'conventional residential' as being between 500-1,500m², therefore 'medium density' is considered to be anything less than 500m².

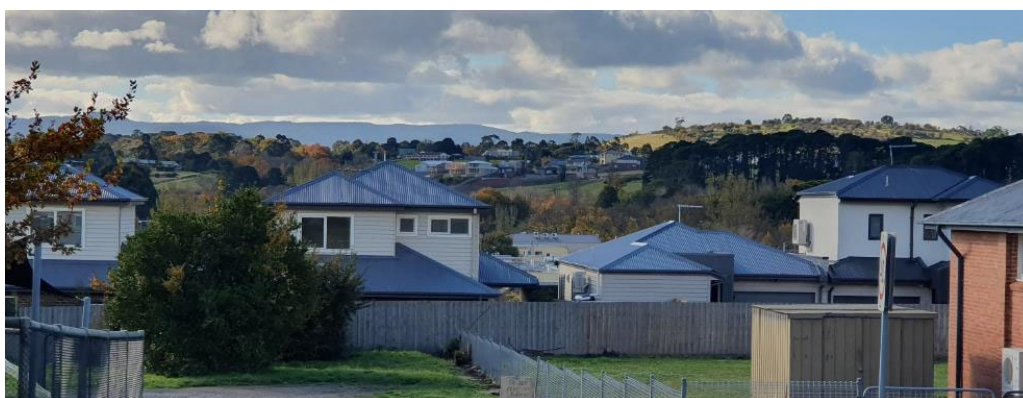
The policy includes preferred locations for medium-density housing or infill development in Gisborne. This is reflected by the extents of [Design and Development Overlay Schedule 17](#) (DDO17) that applies to residential land surrounding the town centre.

Clause 21.13 considers that medium density **may be** (emphasis added) considered appropriate in locations outside the designated medium density areas (currently represented through the extents of DDO17) through the following policy:

Encourage, in appropriate locations, medium density housing within 400 metres walking distance of the Gisborne Town Centre as designated on Gisborne / New Gisborne Framework Plan. Appropriate locations are those areas where slope and access to services are favourable for medium density development and where such development is compatible with established landscape and township character, and places of heritage significance.

*Medium density housing may be appropriate in locations outside designated areas if **all** (emphasis added) of the following apply:*

- The site is located near public open space or a local neighbourhood activity centre;
- A site responsive and high quality built form outcome is achieved, and generous landscaping that contributes to the local neighbourhood character is provided;
- Amenity impacts on adjoining residential properties are minimised;
- The intensity and scale of development is in keeping with the character of the area.



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The first draft of the Gisborne Futures project **did not propose to change the policy** around medium density development. Currently the whole town is zoned General Residential. Under this zone, **three storey development is permissible, and there are no minimum lot sizes.** There are no variations in the schedules to the [General Residential Zone](#), which means that standard ResCode provisions apply.

Local policy at Clause [21.13-1](#) is currently the primary determinant of whether a 'medium density' development is permissible. In the past Council has refused development applications based on this local policy only to have decisions overturned at VCAT.

The brief for the neighbourhood character component was to strengthen housing policy and improve decision guidance for applicants and Council when considering or assessing applications. The housing framework is seeking to achieve a balance of allowing some infill to occur, but to ensure it is tempered with design controls to ensure any new development is designed to respond to a preferred future character.

As mentioned in the background discussion, DELWP has advised is that it is no longer acceptable to specify dwelling typologies that are preferred. The planning should be based on a built form outcome and not on whether apartments, units or single dwellings are preferred. For example, apartments are acceptable in the NRZ providing character and built form outcomes are met, and single dwellings that are just as large as a small apartment building can also be built. Character controls are based on maximum building heights and garden area requirements in conjunction with the ResCode variations.

A review of the Neighbourhood Character work is required to ensure that the built form controls will provide an appropriate outcome for these areas. The NCS currently proposes to guide lot sizes through the ResCode variations rather than setting a minimum subdivision area. There is further testing of the variations to be done and this will include consideration of whether minimum lot sizes will be required.

Further discussion on this is provided in Section 6 (Neighbourhood character), and discussion on the housing framework change areas in Section 5.4 as follows.

Action

- Provide clearer definition of what is meant by 'medium density' in the Gisborne context.
- Remove preferred housing typologies in the neighbourhood character study to focus on built form outcomes that can be achieved under the ResCode variations within the proposed schedules to the Neighbourhood Residential Zone.
- Test proposed ResCode variations to determine whether built form controls are sufficient in guiding density outcomes and whether minimum lot sizes should be introduced.

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5.3.2 Lot sizes and medium density in growth areas

At least 10 submissions and 47 survey comments were made regarding lot sizes either expressing concern with lot sizes in new growth areas or seeking retention of existing larger lot sizes within established areas.

These numbers are related to general comment and not to specific neighbourhood character precincts, which are discussed in Section 6. Most submissions concerned with smaller lot sizes, and requested larger minimum lot sizes in new development areas or a preference for expansion of low density or rural residential development.

There were 25 submissions and 54 survey comments that were concerned with loss of township character and many of these have made a link between preservation of character and larger lot sizes.

Response to lot sizes

Council's existing policy on lot sizes was developed during preparation of the ODP and can be found at [Clause 21.13-1](#) of the Macedon Ranges Planning Scheme. This policy states:

Provide a range of conventional residential development opportunities and densities in other residential areas that is cognisant of the semi-rural character and village setting of Gisborne / New Gisborne.

Within the context of Gisborne and New Gisborne conventional residential development includes lots ranging between 500-1,500 square metres in area (with an average lot size not less than 800 square metres in any new subdivision).

The [Urban Development Program](#) (2021) shows that from 2015 to July 2021 all lots created in Gisborne 35% were 800m² or higher. An additional 27% were between 650-799m² and 37% were under 650m².

The 2020 Gisborne Futures plans were prepared to be consistent with the current average 800m² policy.

Comparisons to other growth areas have been made to Gisborne's character transitioning to become similar to other areas such as Diggers Rest, Sunbury or Melton where average conventional densities ranging from 15-17 dwellings per developable hectare, or lot size averages of between 580-660m².

Generally, the larger the lot, the larger the house that can be built on it so consideration of site coverage, front and side setback requirements and private open space or garden area requirements need to be factored in at the planning stage to deliver a particular residential character.

In addition to conventional lot sizes, the structure plan includes larger lots at interfaces and edges so that the outward appearance of new estates is more open and spacious in character, provides a transition in density to rural edges and a more sensitive interface to areas of open space.

New 'medium density' areas in the plan are centred around existing or proposed facilities such as the train station or future activity centres that provide local destinations and walkable access to shops and services or open space. There has been more support for medium density to be provided in newer growth areas rather than allowing further subdivision of existing lots.

Both the State and Local Planning Policy Framework encourage consolidation within township boundaries and a diversity of lot sizes that must be provided for in planning for urban areas.

The introduction of neighbourhood character objectives and preferred future character statements will play a role in managing character outcomes. The draft Gisborne Futures plans has not set a preferred future residential character for growth areas as this would be determined through the Precinct Structure Plan process, however this is something that can be considered in greater detail in a revision of the plans.

Action

- Provide greater clarity on minimum lot sizes and distribution of lots in the Structure Plan.
- Provide future character statements and development principles for new residential areas.

DRAFT

5.3.3 Housing affordability

There was support in submissions and survey comments for providing a diversity of housing options with nine acknowledging the need for more affordable housing options and eight hoping that housing would be more affordable.

Others note that in Gisborne new medium density housing is not 'affordable' and least three survey comments do not support affordable housing because of socio-economic concerns.

Discussions with Gisborne's youth have highlighted concern that housing prices and a lack of rental opportunities means that it is unlikely that they will be able to afford to live in Gisborne should they wish to return following further education or after having moved out from their parent's houses.

Why it is important we plan for more affordable housing

The cost of land and housing has risen dramatically in recent years, not just in Gisborne but across the board in metropolitan and regional areas. There is also a reported limited supply of rental opportunities or short-term accommodation which increases housing stress in the community.

Council's [Interim Affordable Housing Policy](#) includes direction to ensure that structure plans will consider diverse housing options to reflect demographic change, including smaller dwellings for older people in well-serviced locations.

Housing affordability is a general term that describes the relationship between housing costs (prices, mortgage payments and rent) and household incomes. The benchmark for when housing is considered to be 'affordable' it is when 30% or less of a household income is directed to the cost of housing.

Current house prices put home ownership in Gisborne beyond the reach of most moderate to low income households who may be seeking to enter the market. Even households on moderate incomes would face challenges buying a separate house in today's market. This isn't an issue in Gisborne alone, housing prices in metropolitan Melbourne rose some 35% between 2014 and 2019, while Gisborne experienced a rise of 26% during the same period.

In the 2020 Gisborne market, the median house price was \$800,000 for a detached dwelling. For a family or individual entering the market, this would require a deposit of \$80,000 to \$160,000, with an average mortgage repayment of over \$3,000 per month.

The median weekly household income in Gisborne in 2016 was \$1,771, or \$7,674 per month (ABS Census).

A payment of \$3,000 per month would represent 39% of the average household income, which places the majority of homes outside the range of affordability for the average Gisborne household, particularly for those seeking to enter the market (refer to Table 2 overleaf).

Units and townhouses have also seen similar growth in price, however for a household on a moderate income a unit or townhouse is a relatively affordable alternative to separate houses, particularly for those wanting to enter the housing market or downsize.

Planning for housing needs to be inclusive and cater for a diverse community, particularly for those in lower to moderate wage industries that provide essential services to the town such as aged care, education, child care, retail and hospitality. If people in these industries can't find places to live locally it can become increasingly difficult to find skilled staff. Having to commute long distances is not economically, environmentally or socially sustainable for many families and individuals and may result in these workers choosing employment closer to home.

Ensuring housing supply is available is another tool that may play a role in keeping house prices in check by encouraging a more competitive market.

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Table 2: Housing cost v. household income 2020

Area	Average household income / week 2016	Average household income / month 2016	Median house price 2019	Est. Mortgage (- 20% deposit)	Approximate mortgage re-payment (month)	% Income
Individual Dwelling/House						
Metro	\$1,542	\$6,682	\$860,000	\$688,000	\$3,400	50%
Gisborne	\$1,771	\$7,674	\$800,000	\$640,000	\$3,200	41%
Unit / Townhouse						
Metro	\$1,542	\$6,682	\$628,000	502,400	\$2,500	37%
Gisborne	\$1,771	\$7,674	\$510,000	408,000	\$2,000	26%

5.3.4 Social housing

One submission (Submission 1) highlighted that social housing had not been considered in the plans.

Council's policy on social housing

Social housing is provided by State Government and managed through private operators. A responsible authority (including Council) or land owner may voluntarily agree to the provision of social housing as part of Section 173 agreement that can be used in appropriate circumstances to deliver affordable housing in a new development.

Applications for social housing options may be considered in appropriate locations that are in proximity to shops, services and transport. Any application that includes a social housing component must be delivered within the built form and landscape guidelines contained within this plan and the schedules to the zone. Note that built form controls are not to be waived to accommodate social housing.

Further information on Council's role in advocacy and as a decision maker in the social housing space may be found in our [Affordable Housing Interim Policy](#) (2021-2023). This policy sets out the approach that we will take as the Victorian Government rolls out the Big Housing Build and prepares its 10-year affordable housing strategy.

Action

- Work with Council's Community Wellbeing team to investigate including policy guidance on appropriate locations for social housing in the structure plan.

DRAFT

5.4 Housing framework change areas

A number of submissions have pointed out inconsistencies with the application of housing change areas, and seek NRZ zoning as a whole across the town, or state that there is a discrimination in how they have been applied.

Submission number
3, 22, 63, 88, 90, 92, 132, 134, 137, 165, 175, 189, 200, 205, 207.

Responses to housing change areas are also coupled with concerns raised with medium density infill in existing areas. Ten submissions and survey comments do not support Incremental Change Area 1 which would retain the [General Residential Zone](#) and allow up to 3 storeys in height. Loss of the historic residential areas was of concern.

A further four submissions do not support Incremental Change Area 2 which would allow further subdivision of existing properties. Sentiment towards these change areas is expressed less explicitly through general comment related to infill.

DELWP have raised concerns with the proposed housing framework. Feedback includes the need to revise proposed 'minimal' change areas to ensure they align with the criteria outlined in PPN90, and a review of housing change areas and neighbourhood character areas is required to ensure existing and proposed policies align. DELWP have also highlighted that there is an absence of 'substantial' growth areas and comment that retention of General Residential Zone in Precinct 3 is likely to be a 'substantial' change area in the Gisborne context.

Response to concerns with housing change areas

The Gisborne Futures plans were substantially progressed upon the release of DELWP's [Planning Practice Note 90 \(PPN90\)](#): Planning For housing and [Planning and Practice Note 91 \(PPN91\)](#): Using the residential zones. These outline a methodology for creating a residential development framework comprising a housing strategy and neighbourhood character strategy that addresses heritage, environmental and landscape constraints. The drafts were revised to include a housing framework that identified housing change areas.

The method used to determine housing change areas was based on an assessment of current planning policy or controls to determine whether there was likely development pressure or anticipated change in precincts. Areas with approved development plans or specific subdivision design guidelines and recently developed areas that are likely to experience minimal change were proposed to be retained in the GRZ. There was concern with rezoning recently developed or developing areas to NRZ as this would be imposing a more restrictive zone that may conflict with the approved plans and building permits that are already in place.

Further to this, Council receives numerous applications to amend development plans that have been approved under the lot size and distribution policy found in [Clause 21.13-1](#) of the Macedon Ranges Planning Scheme. These amendments incrementally erode the principles and lot size distribution that have been previously approved and the controls will be revised to consider how the principles established through the development plans may be embedded through schedules to the residential zones.

Action

- Review housing change areas to align with DELWP's criteria and methodology outlined in PPN90, with consideration given to the extents of areas covered with covenants, development plans and Design and Development Overlays.

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6 Neighbourhood character

Neighbourhood character study background

On 1 July 2014 reformed residential zones came into effect across Victoria, introducing three new residential zones:

- Residential Growth Zone;
- General Residential Zone; and
- Neighbourhood Residential Zone.

This triggered the need for Councils to undertake additional strategic work to refine the application of the new residential zones. Council has incrementally been coupling this work with various structure plans undertaken since the introduction of the reformed zones, including Woodend, Riddells Creek and Kyneton.

On 27 March 2017, the State Government introduced Ministerial Amendment VC110 to all Victorian planning schemes implementing further changes to the residential zones. These changes removed the default limit of two dwellings per lot in the Neighbourhood Residential Zone, introduced mandatory height limits of 3 storeys (11m) in the General Residential Zone and two storeys (9m) in the Neighbourhood Residential Zone and introduced garden area requirements.

The Gisborne Neighbourhood Character Study (NCS) was initiated in early 2017 as a separate piece of strategic work. A number of VCAT determinations had highlighted a policy gap regarding the desired neighbourhood character Council sought to achieve.

The purpose of the NCS was to identify valued characteristics of Gisborne's residential neighbourhoods, to determine a preferred future character for these and to identify the most appropriate planning controls to protect and enhance character via the planning scheme.

The project was prepared in consultation with the community and advanced to the stage of planning scheme amendment preparation.

Discussion with DELWP in the later stages of the project identified that character is one element of determining zoning, the other is the fact that Gisborne has been designated for growth. Further strategic work was required to make the case that neighbourhood residential zone still delivers on the growth and housing diversity objectives identified for Gisborne, which was a precursor to the review of the Gisborne/New Gisborne ODP.

The neighbourhood character work was amalgamated into the Gisborne Futures project, which sets the case for protection of character within a refreshed housing strategy for the town.

Changes to how the residential zones are implemented were modified by DELWP again in December 2019, as previously discussed in Section 5.4. In response to the 2020 Draft Structure Plan and Neighbourhood Character Study DELWP are seeking a revision of the housing framework to ensure they align correctly with the desired outcomes.

Neighbourhood Character Study – key themes

The housing framework attracted a large number of submissions generally related to residential development and township growth while there were 41 submissions specifically concerned with the provisions outlined in the Neighbourhood Character Study. These two themes are inextricably linked, with the housing framework providing the broad strategic direction and the NCS providing the detailed analysis and implementation mechanism.

Of the 41 submissions, 24 were received that did not support allowances for development in Precinct 6a (Ormerod Court, Cherry Lane and Swinburne Avenue area). 20 of these submissions were a pro-forma objection letter that was circulated throughout the neighbourhood.

The key themes identified through submissions to the NCS are:

- NCS precinct controls
- NCS covenants
- Precinct 3 and the General Residential Zone
- Design and Development Overlays

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6.1.1 NCS precinct controls

Submission number

2, 9, 11, 15, 16, 22, 27, 29, 31, 36, 38, 44, 53, 57, 58, 63, 65, 66, 70, 72, 76, 81, 82, 84, 92, 93, 95, 98, 108, 117, 119, 126, 132, 133, 137, 139, 145, 150, 152, 160, 161, 162, 163, 164, 165, 173, 174, 175, 187, 205.

There were around 20 submissions that raised concerns with various specific precinct controls or nominations of properties within certain character areas. Most submissions were concerned with infill 'units or townhouses' which were identified as 'permissible' but 'not preferred' in a number of areas.

There is a strong sentiment that Council is 'permitting' or 'allowing' infill development to occur through the proposed neighbourhood character controls and many objections were received that oppose these.

Residents of Precinct 6a have strongly opposed proposed controls with at least 20 submitting their objection via a pro-forma letter that was circulated throughout the neighbourhood.

This sentiment is reflected in the general response to infill and the housing framework, with 18 submissions and 22 survey comments not supporting infill, dual occupancy, townhouses, units, smaller house blocks.

DELWP have provided detailed comments related to the proposed variations and have requested further testing of these to assess their feasibility.

Response to concerns with housing change areas

It is not the intent that NCS controls are 'permitting' or 'allowing' development beyond that which is currently permissible, the intent is that they imposing tighter controls than those that currently exist in the General Residential Zone (GRZ).

DELWP has advised is that it is no longer acceptable to specify dwelling typologies that are preferred. The planning should be based on a built form outcome and not on whether apartments, units or single dwellings are preferred. For example, apartments are acceptable in the NRZ providing character and built form outcomes are met, and single dwellings that are just as large as a small apartment building can also be built. Character controls are based on maximum building heights and garden area requirements in conjunction with the ResCode variations.

Council's existing policy on 'medium density' housing, currently recognised as being lots under 500m², was retained. The direction of the NCS is to provide clear controls and strengthen policy guidelines to assess the subdivision of larger lots.

The NCS did not set minimum lot sizes, rather the proposed ResCode requirements set greater distances for front, side and rear setbacks, plus increased the open space requirements and reduced the area of a site that is permitted to be covered by a building. If a proposed development can meet these requirements then it could be determined as meeting the neighbourhood character.

It is acknowledged that the communication of these is not readily recognisable or easily understood and further work is required to articulate the controls and illustrate what they are trying to achieve in different precincts.

Detailed consideration of feedback related to the precinct nominations and proposed controls will be undertaken as part of a review of the NCS.

Action

- Review neighbourhood character controls and provide clearer communication of preferred built form outcomes.

DRAFT

6.1.2 NCS Covenants

A number of submissions have highlighted covenants and restrictions on title that limit development to a single dwelling per lot, and there has been strong feedback that these need to be acknowledged through application of housing change areas.

Response

The NCS acknowledges the presence of covenants in areas where known:

Larger lots with spacious back yards are likely to be subject to further subdivision in the future, although a number of these may be subject to restrictive covenants that prevent further subdivision.

A review of restrictions on titles has revealed that the use of covenants is widespread across the township and that many subdivisions have some form of single-dwelling covenant that restricts development to one dwelling per lot. It is acknowledged that the housing change areas may conflict with areas that have these covenants in place.

The early analysis undertaken to inform the NCS acknowledged the use of covenants but did not map out how widely they have been used. Council does not keep a record of these as they are located on property titles and accessed through request from the titles office.

Action

- Review Housing Change Areas to align with DELWP's criteria and methodology outlined in PPN90, with consideration given to the extents of areas covered with covenants, development plans and Design and Development Overlays.

6.1.3 Precinct 3 and the General Residential Zone

Submission number

263, 81, 88, 133, 165, 173, 207.

There were 7 submissions and 22 comments in the survey that specifically objected to allowing three storey development in Precinct 3 (Township Residential) with concern largely centred on an absence of these forming part of any existing character and loss of the 'old' township area with associated heritage values.

Response

Concerns related to character impacts and three storey development in the historic residential areas of Gisborne are valid. Three storeys is currently permissible under the existing General Residential Zone. The proposed controls will be reviewed and presented to DELWP to test whether more restrictive development controls (via the NRZ) are acceptable.

Action

- Review neighbourhood character controls and precinct boundaries of Precinct 3 (Township Residential) and test application of NRZ in these areas.

DRAFT

6.1.4 NCS Design and Development Overlays

Submission number	
139, 165, 173.	Three submissions have raised concern with proposed changes to Design and Development Overlays (DDOs).
<p>Response</p> <p>The DDOs in Gisborne's residential areas have guided the development of these precincts. A number of them are permits issued by the Shire of Gisborne in the 1980s and 1990s that were translated into DDOs when the Victorian Planning Provisions and new format planning schemes came into effect in the late 1990s.</p> <p>The DDOs include requirements for front, side and rear setbacks. Some include built form setbacks to the Jacksons Creek escarpment and two (DDO8 and DDO9) tie development to the original plan of subdivision.</p>	
<p>Many of the DDOs that have been recommended for removal are in areas that are now developed and have covenants in place. In these locations proposed ResCode variations in the NRZ can achieve the same outcome therefore it avoids replication of controls.</p> <p>All DDOs will be reviewed in greater detail to ensure the intent of them is not lost in translation.</p> <p>Action</p> <ul style="list-style-type: none"> Review DDOs and subdivision plans to ensure controls are translated and the intent of them is not lost. 	

DRAFT

7 Economic and employment growth

Economic growth – key themes

Three submissions were received that broadly referred to economic and employment growth. Of these, one submission provided general support for policy to support local businesses, and one submission would like to see greater consideration of employment for young people, and how this can be facilitated through innovative opportunities. One submission questioned assumptions that support providing local job opportunities.

Issues raised through the Gisborne Futures Phase 3 consultation in relation to the Business Park expansion are similar to those raised during the Business Park consultation undertaken in February 2019. Further summary of these is provided in Section 7.5 (Future direction for the Gisborne Business Park).

Key themes related to economic and employment growth include:

- Role of Gisborne as a regional centre
- Town centre commercial and retail
- Neighbourhood activity centres
- Tourism

Future direction for the Gisborne Business Park:

- Role of the business park
- Business park land supply and demand
- Impact on rural character and township entrances
- Land use
- Amenity concerns
- Movement network and traffic impacts
- Landscape and environment concerns

DRAFT

7.1 Role of Gisborne as a regional centre

Submissions have been made that do not agree with, or question Gisborne's role as a regional centre and the economic development principles that underpin this because employment, services and retail uses are accessible in surrounding areas (such as Sunbury, Melton or Watergardens)

Submission number

161, 163, 173.

There is a premise that people had an expectation upon moving to the Macedon Ranges that they would have to travel to access employment and services. Submissions along these lines have been made in reference to the growth of the town centre and the expansion of the business park (refer to Section 7.5).

Response to Gisborne's role as a regional centre

Gisborne is one of two designated regional centres within the Macedon Ranges Shire, alongside Kyneton. State, regional and local policy is supportive of Gisborne performing the role of a regional centre including supporting and managing population growth.

A regional centre is defined by the Macedon Ranges Statement of Planning Policy as a:

Centre with a large diverse population (10,000 plus), employment and housing base. All essential services are connected and higher-order goods and services are provided. All levels of education are offered and access to large hospitals and numerous medical facilities is generally provided. Regional centres have strong relationships with surrounding settlements of all types.

As a regional centre, Gisborne will be required to provide for a diverse population that includes providing employment, housing, education, health, recreation and social opportunities.

The Macedon Ranges Settlement Strategy identifies the need to provide sufficient commercial business land is provided to allow towns to play an appropriate retail role as their population increases, providing employment and reducing escape expenditure. The Strategy also identified the goal to increase job containment in the Shire from 44 to 55% by ensuring there is enough land available for economic development. REMPLAN data from the 2016 census shows job containment in the Shire had grown to 49.5%, also identifying that 27% of Gisborne residents worked within Gisborne and in 2016 the retail sector was the largest employer in Gisborne.

A survey for the Gisborne Business Park Development Plan (undertaken in February 2019) consultation identified that 80% (145n) of survey respondents think it is important to provide more local employment opportunities for residents, including young people.

The [Jobs For the Future Blueprint](#) (2018) identified that while some residents may be content to commute long distances to work, many residents who leave the Shire for work are dissatisfied with this, and would prefer to be able to work closer to where they live.

The *Economic and Employment Analysis* (UE 2020) completed for Gisborne Futures provides the strategic justification for direction on economic and employment growth to support the role of Gisborne as a regional centre. The analysis has found that Gisborne could support in the order of an additional 11,000m² of retail floor space over the period 2018 to 2036. This floor space would generally require approximately 2.5 – 3ha of land within commercial zones. The analysis also recognises the importance of industrial land to the local economy, recommending an additional 17-28ha of land (if areas north of the railway line are zoned away from industrial).

Submissions that oppose or object to the classification of Gisborne as a regional centre are not supported due to extent of current policy support, including Plan Melbourne (2017), the Macedon Ranges Planning Scheme, Macedon Ranges Statement of Planning Policy (2019), the Loddon Mallee South Regional Growth Plan (2014) and the Macedon Ranges Settlement Strategy (2011).

DRAFT

7.2 Town centre commercial and retail

Submission number

145, 161, 173.

A number of submissions have suggested that the Gisborne town centre does not need additional retail space as there have always been vacancies in the town centre.

Nine submissions do not support 'big box' retail development due to the economic impacts of the retail type/format on existing local businesses and the visual appearance of the built form which is acknowledged in the summary of Urban Design Framework submissions at Section 12.

Commercial and retail demand summary

The *Economic and Employment Analysis* undertaken by Urban Enterprise notes that retail is the largest industry of employment in Gisborne and the town centre, and that Gisborne services a larger area than its direct township in the provision of retail goods and services, including Macedon and Riddells Creek.

The Gisborne town centre supports a diversity of retailers, anchored by four supermarkets and complemented by speciality stores. The town centre retail profile generally reflects the offer of a large town or large neighbourhood centre, as opposed to that of a regional centre, given the absence of department stores, national brand specialities and large format retailers.

The retail trade area is forecast to experience significant growth in population to 2036, increasing by almost 9,000 residents over 18 years (equating to approximately 40% of the current retail trade area population).

The majority of these new trade area residents will be located within the town of Gisborne itself, which will result in significant additional demand for retail goods and services over the coming years. There is limited vacant land in the Commercial 1 Zone (0.4ha), meaning that delivery of additional retail floor space will primarily need to be delivered through redevelopment of existing sites in the town centre.

DRAFT

7.3 Neighbourhood activity centres

Submission number

13, 30, 34, 37, 91, 92, 133, 141, 149, 156, 163, 167, 169.

Eight submissions were received in support of proposed neighbourhood activity centres (NACs). These highlighted benefits such as walkable access to local conveniences.

Three submissions did not support the vision for NACs. Two of these were concerned with loss of open space and potential amenity impacts at the Station Road site, and one didn't support the Swinburne Avenue site and development of 89 Ross Watt Road more broadly.

There was some concern from four submitters about what neighbourhood activity centres would look like or the type of retail they would contain.

Planning for neighbourhood activity centres

The activity centres that have been the subject of objections are already included in Clause 21.13-1 of the Macedon Ranges Planning Scheme, are nominated in the 2009 ODP which is Council's current adopted policy, and have been identified to support short to medium term residential growth opportunities. The activity centre on Station Road is further included in the New Gisborne Development Plan (NGDP), which was formally adopted on 26 March 2014.

The Gisborne Futures plans continue to recommend implementation actions from the ODP to rezone sites on Willowbank Road and Station Road to Commercial 1 Zone to provide walkable access to local convenience shopping and services in line with the principles of delivering '20 minute neighbourhoods'. The current residential zoning restricts capacity of these sites to be developed for commercial purposes.

The Swinburne Avenue Activity Centre is to be nominated on a future development plan or precinct structure plan for the site.

The size and role of these activity centres is detailed in the ODP:

- The development of local activity centres in New Gisborne, West Gisborne and South Gisborne of approximately 500sqm each.
- The proposed local centre at New Gisborne developing into a small neighbourhood centre containing a low scale supermarket/large general store given adequate population growth (p.45).

Other activity centres are to contain a general store and 3-4 other shops, community uses and medical centres.

The draft Structure Plan includes a potential NAC in proximity to the train station to service the long-term growth of New Gisborne. This could potentially include additional retail or commercial overflow if the town centre has reached capacity. The size and role of this NAC will be considered as part of the Precinct Structure Planning process for future growth areas.

The Gisborne Futures Background Report also provides discussion on the role and design of activity centres and this information, along with the detail provided in the ODP can be included in the re-draft of the Gisborne Futures Structure Plan to more explicitly connect the proposed controls with the strategy.

Action

- Include detail on the size and role of neighbourhood activity centres from the ODP in the draft Structure Plan.

DRAFT

7.3.1 NAC land use controls

Submissions have raised that proposed land use controls provide limited statutory weight to deliver on the vision for NACs, and that the Commercial 1 Zone has a number of 'as of right' uses that if proposed could be potentially detrimental to the character of the area.

Response

The Gisborne Futures plan will implement recommended actions from the ODP to rezone the site to Commercial 1 Zone, and introduce a Design and Development Overlay to guide preferred built form outcomes.

It is acknowledged that the planning scheme offers little control over 'as of right' uses in the Commercial 1 Zone. The DDO will be tailored to deliver a preferred built form outcome that may discourage some uses, however investigation into further policy support and implementation actions is required to ensure that these activity centres support community and provide local conveniences as intended.

Action

- Explore options for policy guidance and planning scheme land use controls regarding commercial land to ensure the vision for NACs is embedded in nominated sites.

7.3.2 NAC Amenity concerns

One submission was made by a landowner adjoining an activity centre that had concerns with potential amenity impacts including noise levels, privacy during and after construction, noise levels and traffic.



Neighbourhood activity centre concept plan from New Gisborne Development Plan (p.29).

Response

The activity centre in question was nominated in the 2009 ODP which is Council's current adopted policy, and the size and location was further resolved in the [New Gisborne Development Plan](#), which was formally adopted on 26 March 2014.

Amenity concerns are noted however these need to be balanced with the broader purpose of providing a NAC for New Gisborne and the benefit it will bring to the broader community. Amenity concerns and detailed design can be addressed through permit conditions as part of the application process.

DRAFT

7.4 Tourism

Submission number

173, 205.

One submission does not support promotion of tourism in Gisborne and states that residents of Gisborne do not want to see their town turned into the national gateway to the Macedon Ranges.

The comments from DELWP include:

- Use a stronger verb than 'promote' in the objective like 'Create Gisborne as the gateway to the MR etc.' The first strategy could be slightly reworded to be more specific like 'Support tourism development on the periphery or within the town centre'.
- Consider rewording the third statement to a strategy 'Create a local and regional linear park and trail system within the Jackson Creek corridor.' The masterplan could be an implementation action.
- It is unclear what the Regional Shared Trails Project is and how it relates to Gisborne.

Response

Tourism is identified as an emerging opportunity for economic development however is unlikely to surpass nearby attractions such as Mount Macedon or Hanging Rock. Local businesses would benefit from capturing trade from this market.

Feedback from DELWP is noted, wording to be reviewed as part of future iteration of the plan.

Include further information on the Regional Shared Trails project to support reference.

Action

- Review wording as part of future iteration of the plan and include discussion on Shared Trails Project.

DRAFT

7.5 Future direction for the Gisborne Business Park

Expansion of the business park was first proposed in the Macedon Ranges Residential and Industrial Land Review (2000) and strategic work since then has progressively reviewed and justified the need for the expansion. Several reports have been prepared over the years stating differing degrees of demand for additional commercial and industrial land in this location.

Expansion of the New Gisborne Industrial Area (Amendment C8)

Amendment C8 sought to implement the Macedon Ranges Residential and Industrial Land Review in 2004. The Amendment proposed expansion of the existing industrial area to the south via a designation on the proposed Gisborne Strategy Plan but did not propose to rezone the land at that time.

Although the broader amendment did not proceed the Advisory Committee appointed to review the amendment considered that Council's intended designation of the area for future industrial development had merit, and that appropriate planning controls would require further consideration. The Committee agreed that it would be desirable to consolidate industrial development in one location on the fringe of the town, however identified that greater interface management between the existing industrial and residential areas would be required.

Gisborne/New Gisborne Outline Development Plan (2009)

The 2009 ODP (current structure plan) identified that the built form outcomes and development layout of the land around the Gisborne Industrial Estate needs to be carefully managed to ensure better connectivity, safe access, respect for nearby residential development, landscape buffers and high quality urban design and built form.

The ODP raised that the Business 4 Zone (replaced by the Commercial 2 Zone through industrial and commercial zone reforms in 2013) may achieve more appropriate land use and built form outcomes along Saunders Road.

Submissions related to the industrial expansion were considered at Panel as part of Amendment C67. The Panel was satisfied that the expansion of the existing industrial area to the south and east as proposed in the 2009 ODP and amendment is the most appropriate way to provide for future industrial/employment growth.

DRAFT

Gisborne Business Park Development Plan, 2019

Implementation of the ODP recommended application of a Development Plan Overlay to the expanded industrial area to accompany rezoning to facilitate the expansion. This was to include a connective, permeable road layout, pedestrian access and appropriate treatment for the Barry Road and Saunders Road intersection. It identified the need to manage built form outcomes, particularly along the Saunders Road and the interface with adjacent residential areas.

Council prepared a Draft Development Plan for the Business Park that was exhibited to the community in February 2019. Consultation raised a number of concerns relating to whether there is demand for additional industrial and commercial land, traffic, township character and urban design, environmental conditions and the potential heritage values of Woiwurrung Cottage at 111 Saunders Road.

The outcomes of this consultation were presented to Council at the Ordinary Council Meeting held on Wednesday 22 May 2019, where Council adopted the recommendation that Council resolve to:

1. **Thank the submitters for their participation in consultation for the project.**
2. **Continue to undertake further work to resolve issues identified through the consultation process.**
3. **Following the completion of this work, provide a report to Council with recommendations regarding the proposed Planning Scheme Amendment to progress the expansion of the Gisborne Business Park.**

The draft development plan was substantially progressed at the outset of the Gisborne Futures project. The further work on the development plan has aligned the timing of the two projects and in December 2019 Council resolved to merge the revised Business Park Development Plan into the Gisborne Futures project to consider the future growth and development of Gisborne as a regional centre in a holistic manner.

Business Park Development Plan consultation – February 2019

During consultation on the Business Park Development Plan in 2019 Council received 106 submissions from 93 respondents. Of the written submissions received:

- 3 were agency responses, either with no comment or raising general issues for consideration
- 9 offered full support
- 7 offered partial support, but with suggestions for improvements / requests for changes to aspects of the proposal, and
- 79 objected to the proposal. Of these, 28 were a single-line pro forma objection with no further information/reasoning provided.

The merger of the Business Park Development Plan with the Gisborne Futures project in December 2019 has provided an opportunity to further respond to the issues raised in these submissions, and provide an up-to-date response in-line with further work that has been undertaken since February 2019.

DRAFT

Gisborne Futures Economic and Employment Analysis

In light of further work stemming from feedback on the draft development plan consultation the need and justification for the expansion of the business park was again reviewed.

The brief for further work on the business park expansion included to:

- Review background economic and planning information for C2Z and INZ land in Gisborne
- Arrive at an estimate of the land required to support industrial and peripheral retail uses in Gisborne, including:
 - Identification of retailers and other uses within the town centre that would be better suited to a Commercial 2 Zone or Industrial Zone location and quantify land requirements;
 - Further interrogation of employment projections to quantify the employment (and therefore land requirements) of employment growth in businesses generally requiring industrial land.
 - Split out retail floor space demand projections into core retail and restricted retail and comment on the extent of land required within the C2Z in Gisborne.
 - Quantify approximate land requirements for C2Z and IN1Z and describe the type / components of the projected demand, and
 - Review and comment on the implications of the proposed reduction of industrial land if the land north of the railway line is rezoned for residential purposes.

The Gisborne Futures Economic and Employment Analysis was updated in early 2020 to include the above examination of the assumptions and projections of past reports and current influences and has provided an up-to-date assessment of future industrial and commercial land requirements.

This analysis provided the strategic justification for the draft Structure Plan to continue to provide for the expansion of the business park.

The draft Structure Plan includes a number of changes that have been made in response to submissions received during the 2019 consultation however does not provide a resolved development plan for the business park.

Gisborne Futures Phase 3 Submission Summary

Three submissions provided general support for expansion of the business park. One of these submissions would like to see it done progressively and including a 50m landscape buffer to Saunders Road.

One submission does not believe sufficient land has been set aside for industrial and commercial land in the business park, and that the business park will eventually be land-locked. The submission does not support rezoning of industrial land north of the railway line for residential purposes to maintain industrial land supply and proposes rezoning of land west of Station Road as an alternative residential land supply.

One submission raises concerns with potential impacts of security lighting on night-time visibility and nocturnal animals.

Eleven submissions were made in opposition to the expansion of the business park. Primary concerns included:

- lack of justification or data to back the expansion
- impacts on rural character and township entrance, and
- concerns with traffic and truck movements, amenity impacts.

DRAFT

7.5.1 Role of the business park

Submission number

4, 5, 132, 150.

Note: the following summary includes reference to submissions made during the 2019 consultation on the draft Gisborne Business Park Development Plan.

Several submissions were made that supported the business park expansion and agreed with the proposed location. There were also views expressed by other submitters that commercial/ industrial/ employment development should be located either in another township (e.g. Kyneton) or not in the shire at all. Some stated that while residential development would be appropriate for the area, commercial development was out of character.

Some submitters stated that employment, services and retail uses are accessible in surrounding areas (such as Sunbury, Melton or Watergardens), and that people had an expectation upon moving to the Macedon Ranges that they would have to travel to access employment.

Alternate to these views, concerns have been raised with the potential of land-locking the business park, and that planning should ensure that future expansion of employment land is possible beyond the 2050 horizon set in the structure plan.

Consultation with councillors and internal staff have identified the following:

- The layout of the business park needs to be revisited – consider expansion to the east that prevents it from being land-locked.
- Preference for industrial land, not commercial, and that we should aim to attract sustainable manufacturing
- Consideration of Commercial 3 Zone should be part of any future consideration of commercial land.
- Interface to commercial and residential land uses needs to be appropriately designed and considered

Concern have been raised about the residential development proposed to the east being disconnected from other residential areas, creating a small residential enclave that is disconnected from other services and facilities.

Response

It is contrary to good planning principles and not supported by state planning policy to permit continued roll-out of residential development without commensurate provision for commercial and employment-based development to service these communities. It is more socially, economically and environmentally sustainable to provide services in proximity to where people live, and limit the need for residents to drive long distances to access employment.

A commitment to providing local employment is adopted Council policy. A key priority in the Macedon Ranges Council Plan is to “foster economic vitality in a way that promotes positive individual and community health outcomes, including business diversity, housing, transport, information and communication technology, and employment options.”

While some residents may be content to commute long distances to work, consultation on other projects consistently shows that many residents who travel outside the shire for work are dissatisfied with this, and would prefer to be able to work closer to where they live. Access to local employment is a significant quality of life issue for many residents, including tertiary-educated professionals, young families and younger and/or lower-skilled workers.

The issue of land-locking the business park is valid and future layout of the business park will be explored through the revision of the structure plan.

Action

- Review layout of business park and residential development in Investigation Area 1 (refer also to Section 4.10)

DRAFT

7.5.2 Business park land supply and demand

Submissions have raised that it is not necessary to expand the business park while there are vacant sites remaining in the existing industrial area, or that the proposed expansion area is too large.

Submission number

4, 5, 19, 81, 132, 165, 185, 205.

Note: the following summary includes reference to submissions made during the 2019 consultation on the draft Business Park Development Plan.

Some submitters queried whether there is sufficient demand for the amount of commercial and industrial land proposed to be created by the rezoning, given factors such as:

- The proximity of the expansion area to other retail areas including Sunbury, Watergardens and Melton
- Projected population growth and whether this will provide a sufficient customer base.
- The availability of industrial and commercial land in Kyneton near Edgcombe Road and the Calder Freeway.

There was a submission from the business community that noted the difficulty that smaller or start-up businesses have in locating suitable space within the shire to expand their operations, with some leaving the shire altogether.

Response

The *Economic and Employment Analysis* provides a detailed overview of Gisborne's commercial and industrial role in the local and regional context.

Urban Enterprise reviewed the of industrial land supply and demand figures in 2020.

This analysis has identified that there is 9.9ha of land available. The demand rate for consumption of industrial land in Gisborne between 2012 and 2020 is estimated at 0.9ha hectare per annum. Urban Enterprise have provided a low-growth scenario (0.9ha pa) which estimates there is 9.1 years of existing supply, and a medium-growth scenario (1.6ha pa) that estimates this provides for 5.3 years of supply.

The draft Gisborne Structure Plan seeks to plan for growth over the next **20-30 years**. At a consumption rate of 1.1ha pa (low growth scenario of 0.9ha pa with allowance of 0.2ha per ha for roads etc) this would equate to demand for between **22.6ha and 33.9ha** over the next 20-30 years.

There is around 29ha of land available to the south and east of the Gisborne business park that has been identified as a future expansion area. Inclusion of this would bring the total land supply to 38.9ha, or 35 years of supply at a consumption of 1.1ha per annum.

The opportunity to adequately plan for future employment land provision seldom arises, and this land is considered to be the minimum and does not account for mitigating features such as broader landscape buffers and interface treatments to adjoining residential areas.

The development intentions are unknown for some of the vacant lots. They may be owned as investment properties or being 'land banked'. Council has no control over either of these situations.

Consultation with businesses undertaken as part of the research for the development plan has indicated that many struggle to locate suitable space when they are seeking to move or expand, with some required to move out of Gisborne or out of the shire to find suitable premises. It is considered that the opportunity for development of further industrial and commercial land will facilitate a wider range of suitable development sites becoming available.

Action

- Update the draft structure plan to include revised land supply and demand figures and articulate objectives to protect and support the business and employment role of the Gisborne Business Park.

DRAFT

7.5.3 Business park impact on rural character and township entrances

Submission number

68, 126, 132, 145, 150, 165.

Note: the following summary includes reference to submissions made during the 2019 consultation on the draft Business Park Development Plan.

There is valid concern raised that the expansion of the business park will result in a loss of rural character, in particular that:

- Views will be affected from Saunders Road towards the Macedon Ranges.
- The proposed commercial uses along Saunders Road are inappropriate for the setting.

Several submitters argue that the proposal is inconsistent with Council policy to protect the appearance of the semi-rural landscape at key township entrances (e.g. at Clause 21.13-1 and in the ODP).

There was some differing views among submitters regarding the status of Saunders Road, with some stating it is a 'major entrance' while others question whether it is significant enough to provide sufficient exposure for new retail businesses.

Discussion with objectors to the business park expansion raised that the proposed master plan in the draft structure plan did not adequately address concerns raised during the 2019 consultation and sought further revision of the layout.

Response

The potential impact of an expanded business park on the character of the township entrance is a key issue that needs to be addressed. The proposed expansion does constitute a change of land use from the current rural living character of this section of Saunders Road despite the strategic identification of this land use change for many years.

There is policy support in the Macedon Ranges Planning Scheme regarding rural character at township entrances, and there is also clear support for the expansion of the Business Park.

Saunders Road is noted in the ODP as a 'proposed high quality development interface', this is highlighted to ensure it is considered in the design response, not to discount the expansion of the Business Park altogether.

Macedon Ranges Industrial and Commercial Guidelines

Any future development within the proposed Commercial 2 Zone along Saunders Road will be required to comply with the [Macedon Ranges Industrial and Commercial Design Guidelines](#), which are an incorporated document in the Macedon Ranges Planning Scheme.

The guidelines note that sites located on main roads require careful design guidance to ensure that the proposed development does not diminish the sense of arrival into the town, and detrimentally alter the character of place. The elements that will need to be carefully considered include:

- Limiting the prominence of signage and advertising so that it is a recessive element in the streetscape and visual clutter is minimised.
- Retaining vegetation that is considered by the responsible authority to be an important element of the entry experience or main road character.
- Providing appropriate setbacks and landscaping that integrates with the adjoining public realm.
- Providing high quality built form, materials, colours and finishes that are compatible with the scale and character of built form in the industrial area and the township.

DRAFT

A revised master plan for the business park is provided at Figure 9 in the 2020 draft Structure Plan (p.27). This includes some changes to the master plan that was exhibited in the draft Business Park Development Plan to address some of the urban design issues raised during the 2019 consultation. These include:

- Removal of service road and car parking access from the Saunders Road frontage, and provision of access into the site from Barry Road and future boulevard connector to the east to preserve the integrity of a landscape buffer to Saunders Road.
- Rear lane service access within the Commercial 2 precinct to provide for storage, deliveries and parking to maintain the integrity and presentation of built form frontage to Saunders Road.
- Use of landscaping in setbacks, buffer strips and within car parking areas to provide a visual screen and maintain the tree-lined character of Saunders Road, including an additional 10m landscape buffer within property boundary at Saunders Road frontage.
- An increase in the built form setback from 50m to 60m from the property boundary (or 85m from the edge of the bitumen).
- Central service road to provide break in built form and facilitate views to the Macedon Ranges.

The Gisborne Futures project gives consideration to where Gisborne and New Gisborne's 'entrances' should commence on the landscape setting map at Figure 11 (p.35). More specific guidance could be provided regarding how these corridors should be treated in future to build on existing policy that they be 'protected'.

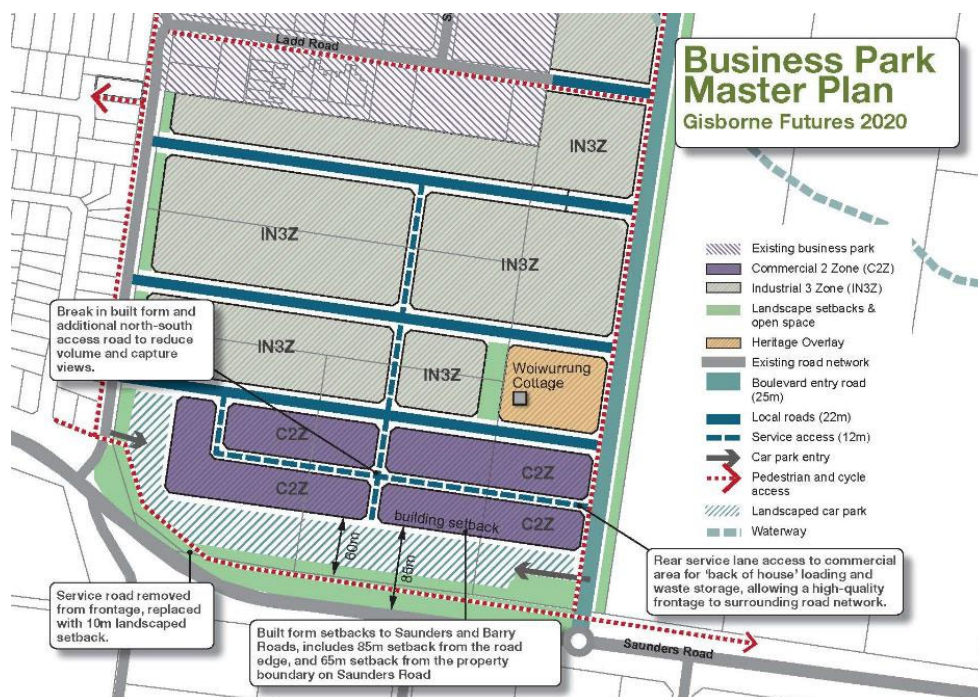
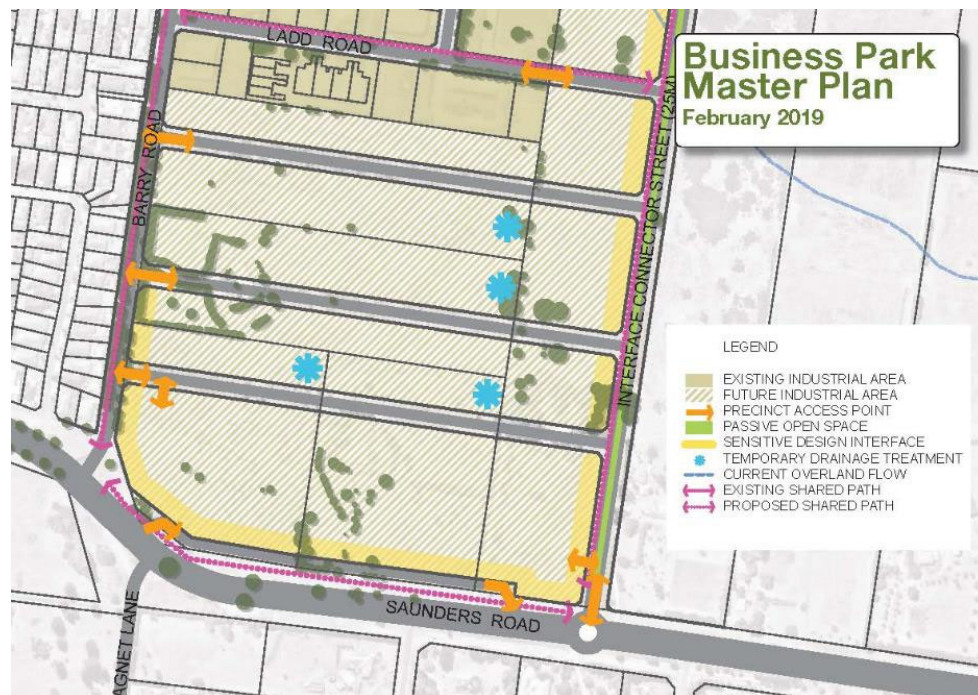
It is acknowledged that there is a potential conflict in that businesses that generally occupy Commercial 2 Zoned land prefer good exposure to passing traffic and employ large-scale business identification techniques that are visually intrusive. In addition to the work provided above, the draft Structure Plan proposed introduction of an action to prepare a Design and Development Overlay to control the built form outcome and manage visual impact issues along the Saunders Road frontage of the Business Park.

The layout and format of the business park, including the most appropriate zone to use and the location, will be explored through the re-draft of the structure plan.

Action

- Review Objective 16 related to entrances and gateways in the draft Structure Plan and consider if this section needs to be strengthened.
- Review layout of business park and residential development in Investigation Area 1 (refer also to Section 4.10) and if necessary, prepare a schedule to the Design and Development Overlay to apply to the proposed Commercial 2 Zone and/or investigate the extent to which built form or preferred land use outcomes may be enforced through a Development Plan Overlay.

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7.5.4 Business park land use

Submitters in the 2019 consultation raised concerns regarding the land uses proposed as part of the expansion, including:

- The change from a rural living environment to employment-based uses.
- Concern regarding the impacts of a large area of industrial development.
- The proposal to include the Commercial 2 Zone (C2Z) along the Saunders Road frontage is not consistent with previously adopted plans for the site, which only refer to "future expansion of the New Gisborne Industrial Estate".
- A view that residential development is acceptable in Gisborne/New Gisborne but commercial development is not.
- The impact of additional retail land in New Gisborne on existing businesses in the Gisborne town centre.
- Concern about what kinds of businesses may be permitted under the C2Z.
- A view that there is already sufficient land set aside for shops on Station Road.
- A view that Saunders Road is too minor to provide sufficient exposure for large-format retail businesses.

Response

It is proposed that the industrial component of the expansion area be zoned Industrial 3 Zone (IN3Z) because it imposes stronger restrictions on the kinds of uses permitted, having greater regard to potential amenity impacts such as noise and odour. The purposes of the zone includes to:

Provide for industries and associated uses in specific areas where special consideration of the nature and impacts of industrial uses is required, and

To ensure that uses do not affect the safety and amenity of adjacent, more sensitive land uses.

This zone is considered appropriate to the proposed location adjacent to residential areas, and provides a transition from the more intensive existing industrial uses to the north.

The ODP "specifically identified the expansion of the business park as an opportunity to provide a location for peripheral and bulky goods retailing.

The C2Z has been selected to attract businesses which can provide an 'anchor' for the other businesses in the business park, and to provide a more attractive built form interface to Saunders Road than what is generally delivered through industrial development.

There is currently no C2Z land in the Gisborne/New Gisborne township which can provide larger sites for businesses such as trade supplies, smaller-scale hardware and bulky goods (not standard retail). Given that this zone currently does not exist elsewhere in the township there is not considered to be a significant risk of this precinct drawing visitation away from the Gisborne town centre; the plan was prepared on the premise that these uses would be complementary to the existing offering.

The layout and format of the business park, including the most appropriate zone to use and the location, will be explored through the re-draft of the structure plan.

DRAFT

7.5.5 Business park amenity concerns

Submission number	
<p>4, 5, 68, 110, 132.</p> <p>Note: the following summary includes reference to submissions made during the 2019 consultation on the draft Business Park Development Plan.</p>	<p>A number of submitters living in close proximity to the proposed expansion area expressed concern regarding a number of possible amenity impacts as a result of the expansion of the business park, namely:</p> <ul style="list-style-type: none"> • The location next to residential is inappropriate (and consider other locations e.g. zoned land on Hamilton Road). • Unattractive visual appearance (due to vacant sites being poorly maintained and/or the presentation of the industrial/commercial buildings proposed and associated signage). • Noise during construction and operation, particularly from heavy vehicle movements. • Dust and odour • Light spill at night • Increased crime and antisocial behaviour such as rubbish dumping, theft or "hoon" behaviour
Response	
<p>Mitigating amenity impacts has been a key consideration in determining the design and layout of the business park (see also previous discussion on land use which discusses the proposed IN3Z zoning in relation to amenity). In terms of each of the issues raised above, the following responses are provided:</p> <ul style="list-style-type: none"> • Visual appearance: many of the matters discussed under Section 7.5.3 (Impacts on rural character and township entrances) above are similarly applicable here. • Landscaping, setbacks, the perimeter road layout and palette of materials are all intended to soften the appearance of the expansion area from surrounding vantage points. In terms of site maintenance, Council has the ability to enforce the clean-up of sites through its Local Laws, Building and Planning Enforcement teams, depending on the issue. 	<ul style="list-style-type: none"> • Noise, dust and odour can be addressed through permit conditions, particularly for sites in proximity to residential land. If a permit is required for use it is possible to limit hours of operation. • Both the Industrial 3 Zone and Commercial 2 Zone include provisions restricting particular industrial and warehouse uses to a minimum distance from land in residential zones, for the purpose of avoiding these impacts. • Light spill can also be addressed via the permit process; there may be the opportunity to specify consideration of this issue in the relevant provisions.

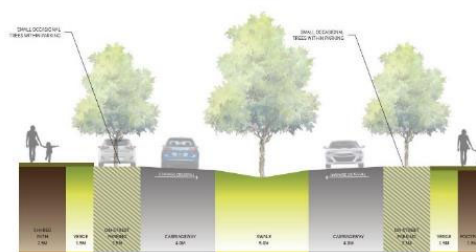
DRAFT

7.5.6 Business park movement network and traffic impacts

Submission number
4, 5, 68, 81, 132.
<p>Note: the following summary includes reference to submissions made during the 2019 consultation on the draft Business Park Development Plan.</p>

Traffic and movement network impacts due to the proposed expansion was raised in three submissions. Concerns included:

- The impact of additional traffic generated by development on Saunders Road and Saunders / Station Road intersection, in particular increased heavy vehicle traffic, as well as cumulative impact of development including schools, new housing, sports precinct, aged care etc.
- Safety concerns, in particular with regard to pedestrian movements in the vicinity of the expansion area including unsafe road crossing points and needs of children walking to and from school bus stops. Submissions noted importance of wider pedestrian network in relation to the site, including pedestrian connections to Gisborne Station, Magnet Lane and Station Road.
- Sightlines and visibility from the Barry Road / Saunders Road intersection was also raised, as well as speed limits on Saunders Road and relationship to a number of accidents in that location.
- Regarding integration with south side of Saunders road, the placement of a new roundabout affects access to 120 Saunders Road, and concern regarding service vehicle movements on a realigned Magnet Lane.
- There was misunderstanding regarding proposed road network, in particular a concern that Barry Road will be inadequate to deal with traffic from expansion area (in fact an additional north-south road is proposed as well as a new connection from the business park to Payne Road). Several submitters were concerned that the connection of Payne Road to the Business Park would not proceed, and advocated strongly for this.



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Response

Further work has been undertaken to address some of the concerns raised in the Business Park Development Plan consultation (February 2019) and the broader influences of the Business Park expansion have been considered in the broader movement network modelling undertaken as part of the Gisborne Futures project.

It is acknowledged that traffic and heavy vehicle numbers will increase in line with expansion of the Business Park and future residential development of the area. These have been modelled to determine whether the increase is acceptable in terms of road capacity and what upgrades may be required. This investigation found that Saunders Road will continue to operate within the Austroads capacity for a single carriageway road with one lane in each direction. The upgrade of the Saunders Road/Station Road has since been complete.

Measures to address road safety along Saunders Road have been considered through the business park master plan development and also the wider Gisborne Futures Structure Planning project.

The draft Structure Plan document identifies "improved intersections and pedestrian access for the Gisborne Business Park area on Saunders Road, including turning movements into and from Barry Road and a potential roundabout with direct access to the business park expansion area and the residential growth area east of Barry Road" as a medium-term action (Section 13.1, p.44). Further concept work is required to consider what this will look like as part of a revised Business Park Development Plan.

With regards to the internal road network, Cardno believes that the existing and proposed street network hierarchy, layout and cross section design with associated speed limits provides adequate safety to cater for the expected traffic generation.

Informal discussions with RRV regarding a reduction in speed limits has indicated no preliminary concerns with this, however this will require formal referral as the Development Plan progresses.

Action

- Further consideration of safe pedestrian access in the vicinity of the site is needed. The Cardno report suggests a potential crossing facility closer to Monaghan Road to cater for movements north-south across Saunders Road, this will require further conceptual development. The need for pedestrian crossings in this area should be reviewed in line with proposed residential development proposed in the Structure Plan to identify appropriate desire lines.
- Review of the proposed road layout changes and their impacts on Magnet Lane and 120 Saunders Road.
- Seek advice from Regional Roads Victoria regarding future speed limits on Saunders Road and when a reduction may be appropriate.
- Review relevant plans to show that existing and proposed roads are clearly indicated.

NOTE: This section refers to movement network concerns directly related to the proposed Business Park expansion area. Broader movement network concerns will be provided in response to movement and access submissions in Section 9.

DRAFT

7.5.7 Business park landscape and environment concerns

The following landscape and environment concerns related to the business park were identified in the 2019 consultation on the Draft Development Plan:

- Concern that drainage issues and flooding impacts would arise from increased paved surfaces.
- That the expansion of the business park will remove wildlife habitat and wildlife corridors
- That insufficient consideration has been given to biodiversity issues due to access being denied to some sites during the initial assessment.
- That the ephemeral waterway in the eastern part of the site has not been adequately considered.

Response

The draft Development Plan considers drainage issues through individual or centralised stormwater retention (depending on whether the expansion proceeds site-by-site or as a whole by a single developer).

It is not considered that the expansion area provides for significant wildlife habitat. Much of the land is substantially degraded, with widespread weed infestation. It is also not considered desirable that these sites provide a 'corridor' function given the extent of development existing and likely to occur in the surrounding area.

The proposed DPO schedule requires that biodiversity assessment must be carried out for all sites (including those excluded from the initial assessment) prior to any development proceeding.

NOTE: This section refers to environment and landscape concerns directly related to the proposed Business Park expansion area. Broader environment and landscape concerns will be provided in response to landscape and environment submissions in Section 8 as follows.

DRAFT

8 Landscape and environment

A high number of submissions mentioned the landscape and environment. This highlights how much the community values their surroundings and the setting of the town.

Three submissions were highly supportive of the landscape and environment conservation and township character principles in the plans, and 16 submissions mentioned the importance of semi-rural character, landscape, biodiversity and environmental features of the town, and/or expressed concern regarding loss of trees, landscape quality and culturally significant environments in conjunction with township growth.

Nine submissions request greater protection for the Jacksons Creek escarpment, Magnet Hill and Rosslynne Reservoir environs, with two specifically citing protection from development such as occurred in the Wallaby Run area.

Environmental Impacts of Western Link Road

A number of submissions directly made in regards to the Western Link Road included commentary on the environmental impacts of the concept. These have been discussed and responded to in discussion on the Western Link Road in Section 9.3.

Landscape and environment – key themes

The following key themes have been raised in relation to landscape and environment:

- Environmental risks – climate change, flooding, fire
- Environmental values, biodiversity and habitat, waterways
- Trees and vegetation
- Township entrances and edges
- Landscape, views and vistas
- Parks and open space
- Wildlife.

DRAFT

8.1 Environmental risks – climate change, flooding, fire

Submission number

1, 65, 67, 82, 88, 137, 145, 150, 152, 165, 205.

8.1.1 Climate change and sustainable design

Two submissions were made in support of sustainable design policies while seven do not believe that the plans address climate change impacts, mitigation or environmental protection adequately.

Response

Climate change, sustainable design and protection of the environment are considerations that underpin many of the planning policies and direction that is provided broadly in the plans. Climate change is discussed in the Background and Technical Analysis report in Section 12 (from page 28). This includes alternative energy sources and production, integrated water management, encouraging an active, healthy township with good walking and cycling infrastructure and shops and services in locations that reduce reliance on private vehicles, 'living local' principles providing employment close to where people live, providing trees, open spaces and waterways for landscape, shade and habitat and so on. These principles are filtered throughout the objectives, strategies and actions contained within the different themes in the plans.

It is acknowledged that climate change considerations can be discussed more explicitly in the plans. A section on climate change as an overarching principle can be included in the revised draft Structure Plan, drawing from and expanding the content provided in the Background and Technical Analysis report, as well as drawing on more recent updates such as Council's declaration of a climate emergency, participation in the sustainable subdivisions framework trial etc.

Action

- Include a section on climate change as an overarching principle in the revised draft Structure Plan, drawing from and expanding the content provided in the Background and Technical Analysis report.

DRAFT

8.1.2 Bushfire

Six written submissions raised that bushfire risk and mitigation has not been considered adequately in the plans, nor had it been considered as a criteria for growth planning

Response

Bushfire is recognised as a risk when considering future township growth, and is one of the criteria that directs development to the north and away from the forested edges of town to the south. Council met with the CFA and received verbal agreement that the areas around New Gisborne would be preferred from a fire risk perspective.

While a full bushfire risk assessment was not included in the brief for the project, it is acknowledged that the project would benefit from having a greater focus on bushfire as part of the criteria for growth area planning and in response to some of the proposed design response such as inclusion of landscape buffers at township entrances.

DELWP released design guidelines for “Settlement Planning at the Bushfire Interface” in July 2020 and the project would also benefit from reference to these in conjunction with the bushfire risk assessment. It is expected that further risk analysis and mitigation will occur at a detailed level at the Precinct Structure Planning phase of growth area development.

Action

- Prepare a bushfire risk assessment of Gisborne to better understand and respond to bushfire hazards. Include reference and response to DELWP’s guidelines on settlement planning at the bushfire interface.

DRAFT

8.1.3 Flood

Three submissions have raised that flooding has not been considered as a risk in the plans, with one raising concern with the impacts of flood at the Macedon House site.

Response

Whether or not land is subject to environmental constraints such as flooding, environmental sensitivity (water catchments, areas of high biodiversity value) or other overlays was part of the criteria for locating future development.

Areas at risk of flooding are identified in Melbourne Water's 1-in-100year flood mapping illustrated in the Background and Technical Analysis report on page 41 as 'flood prone land'. This mapping will inform an appropriate flooding provisions with future work to determine this to be undertaken by Melbourne Water in partnership with Macedon Ranges Shire Council.

Any application for development will be required to provide a site-specific design response to flood risks to determine if development is appropriate or if risks can be managed. The Guidelines for Development in Flood Affected Areas (DELWP, 2019) provide an assessment framework and method to assist decisions on development in flood affected areas.

The Macedon House site referred to in Submission 165 is partially covered by the mapping of areas prone to flooding and will be assessed in detail as part of any application. No other areas nominated for residential development have been identified as being at risk of flooding in the latest version of this mapping.

Melbourne Water Drainage Schemes are used to plan infrastructure for new developments, and are coordinated by multiple landowners/development applicants. Drainage schemes determine what financial contributions are required to fund drainage and stormwater quality treatment works. The need for a drainage scheme is usually based on the size of the proposed catchment.

Discussions with Melbourne Water have indicated that there are no known drainage or servicing issues apparent in the nominated growth areas. A detailed analysis of the need for a future drainage scheme would be included in the design investigation as part of the Precinct Structure Planning process under the Urban Growth Zone.

Action

- Include greater detail on the criteria used to determine residential expansion areas, including visual landscape qualities, environmental values (biodiversity/habitat) and environmental risks (flooding, fire).
- Include an action to work with Melbourne Water to translate current flood mapping work into planning provisions for flood-prone areas.

DRAFT

8.2 Environmental values

Submission number

13, 39, 40, 41, 133, 143, 145, 150, 151, 152, 160, 168, 177, 183, 188, 194, 203, 205.

8.2.1 Biodiversity and habitat

A number of submissions are concerned with loss of trees, vegetation and biodiversity values in new growth areas. Some state that no further development should occur on land that is currently not developed because of the impacts that this will have on the environment while others seek more evidence of consideration given to environmental values in planning.

Response

Gisborne and surrounds holds a high diversity of ecological values from communities, Ecological Vegetation Classes (EVC's) to individual species. Council's Biodiversity Strategy (2018) identifies a number of species and communities listed under the Federal *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act) and the State *Flora and Fauna Guarantee Act 1988* (FFG Act) notably in the areas of Gisborne Marshlands Reserve, UL Daly Reserve and Mount Gisborne. Although these areas are of highest quality, connectivity throughout the landscape through vegetated roadsides and creek lines supports connected biodiversity corridors through the urbanised landscape and are considered critical to maintain biodiversity within the broader area.

An assessment of environmentally sensitive areas including those set aside for conservation was undertaken during the options analysis for township expansion. This used state-based datasets (NatureKit) and existing known values to identify locations with the highest-biodiversity values to be protected, and to identify areas with lower biodiversity values for potential development.

Land nominated for township expansion is currently zoned for rural living and since European occupation has largely been used for agricultural and rural lifestyle purposes. The land is generally pasture that has been largely cleared, planted with exotics and heavily modified in conjunction with semi-rural residential occupation.

There are some isolated clumps of native vegetation and remnant paddock trees, and weed infestation is prevalent in a number of areas.

Known environmental values are managed through the planning scheme via zones (Rural Conservation Zone, Public Conservation and Resource Zone) and overlays (Vegetation Protection Overlay, Environmental Significance Overlay). Further detail on Council's role and commitment to the protection of biodiversity values is found in the Macedon Ranges Biodiversity Strategy (2018).

No development is proposed on land identified as having high quality native vegetation, environmental overlays, and land zoned for rural conservation purposes has been largely avoided.

The Structure Plan has considered the location and extent of native vegetation and environmental values at a high level. It is proposed to rezone areas for residential expansion to Urban Growth Zone which requires the preparation of a Precinct Structure Plan (PSP) and a Native Vegetation Precinct Plan (NVPP). An NVPP identifies the native vegetation that can be removed and the vegetation to be protected, based on the conservation significance and land protection role of the vegetation, the identified values of vegetation within the planning scheme such as amenity and landscape, and the broader strategic planning objectives for the precinct (Preparing a Native Vegetation Precinct Plan, DELWP 2017).

DRAFT

8.2.2 Waterways

Ten submissions request greater protection of creeks and waterways, including the Marshlands Reserve, and some included specific requests for Council to acquire land adjacent to creek corridors to provide open space and wildlife corridors with recreational access.

Response

The Gisborne Futures plans identify major creeks and waterways to be protected through new development, as identified on Figure 12, page 39 of the draft Structure Plan, and relevant strategies and actions are found on page 38.

The [Macedon Ranges Biodiversity Strategy](#) (2018) seeks to ensure the transfer of waterway corridors and appropriate buffer areas to public ownership and management as a part of new subdivisions (p. 48), and this is reinforced through the Structure Plan on page 38:

Transfer waterway corridors and associated buffer areas to public ownership and management as a part of new subdivisions.

Requests have been made through submissions for varying distances of acquisition, and this would need to be assessed on a site-by-site basis with distances dependent on the conservation and landscape values attributed to the site, access and topography and on advice from other authorities involved in waterway management such as Melbourne Water.

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8.2.3 Gisborne Marshlands Reserve

In response to concerns on the impacts of development of the Gisborne Marshlands Reserve, a future Precinct Structure Plan would require detailed environmental impact and design response that considers the environmental sensitivity of the reserve, building on the work already complete as part of the existing [Environmental Management Plan](#).

The Wurundjeri Cultural Heritage Report has identified the marshlands perimeter as an area of likely cultural sensitivity. Any development at 141 Ferrier Road (Cathlaw Estate) would need to be cognisant of this, and a 200m buffer has been nominated in the plans with an action to engage with Aboriginal Affairs Victoria to extend the area of cultural sensitivity around the perimeter of the marshlands.

The impacts to the reserve as a result of development could either see an increase in water flow and change to hydrology and/or water quality as a result of additional run-off from development, or diversion of existing overland flow into the marshlands. These impacts can be managed through environmental engineering and water sensitive urban design measures to ensure that impacts will be the same post-development as they are currently. Council acknowledges that increased hard surfaces, run off, chemical pests/ pets will all need to be managed carefully given the national significance of the habitat under the EPBC Act.

Action

- Include mapping of biodiversity values in the background report and reference in the Structure Plan where appropriate.

8.2.4 Trees and vegetation

Submission number

2, 13, 15, 22, 34, 36, 38, 63, 81, 117, 132, 133, 137, 143, 145, 152, 168, 173, 177, 188.

Nine submissions would like greater certainty on the protection and retention of significant trees, including native trees, and an increase of canopy cover within the town and in new developments. Cultural heritage, aesthetics, climate change mitigation and habitat were highlighted as values attributed to the trees

Submitters would like to see greater surety that sufficient space would be provided in new residential areas for substantial trees and suggested inclusions such as suggesting larger lot sizes, wide road reserves, mandated landscape controls with preference for native/indigenous planting schemes in new developments.

Response

The Gisborne Futures plans acknowledge that trees and vegetation play a significant role in the overall character of Gisborne and contribute to the amenity of local neighbourhoods, open spaces and landscapes. They feature in views and gateways and have biodiversity, habitat and recreational values.

Early plantings of oaks and elms line the streets and have been reinforced through consistent planting themes as the town has grown. These have been retained and enhanced over the years, and some succession planting has occurred to ensure this character is continued.

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Trees on public land, road reserves and open spaces

Significant old trees are present in the parks and gardens within the township, and 'bush boulevards' are created through retention of remnant roadside vegetation on roads to the south. Some streets are defined with substantial street trees while others lack planting, or opportunities for planting have been lost through incremental indentation of car parking. There are many opportunities to make improvements to the appearance and amenity of streetscapes by introducing new street tree planting, and to strengthen landscape definition through future projects within the town centre and road corridors.

Council has a Street and Park Tree Management Policy (adopted June 2022) that recognises the heritage, conversation and amenity value of trees, and applies to all planted trees on public land within townships of the Macedon Ranges. This includes all trees on nature strips and in all parks and recreation reserves. Council is also currently (as of July 2022) developing supporting documents - Street and Park Tree Management Plan and Preferred Species List.

Remnant native vegetation on roadsides is to be managed in accordance with Council's Roadside

Conservation Management Plan which is currently being prepared (as of April 2021).

Any application for tree removal as part of a new development is to be accompanied by an arborist's report that includes a tree assessment, identifying the species, height and canopy cover of existing trees on the site and appropriate protection areas for trees being retained. Where tree removal cannot be reasonably avoided, Council's Tree Management Policy requires that a replacement tree be provided, and an amenity value be paid.

One submission requested the undergrounding of powerlines to protect trees. Undergrounding of power lines and reticulated services is a requirement of new subdivisions, and usually occurs as part of road and streetscape upgrades when the opportunity arises. The Gisborne Futures re-draft can consider an appropriate width of streets that is required to support establishment of street trees and accommodation of underground services.

Trees and vegetation on private property

Council encourages private developments to contribute to the character and environment of the local area through the retention of mature trees (native and exotic) on site, however is limited in what it can enforce in the absence of a significant tree register or supporting planning policy. There is an opportunity to strengthen the importance of large trees to the character and environment of Gisborne through more detailed planning controls, such as implementation of a Vegetation Protection Overlay (VPO). The work required to prepare this is beyond the scope of the Structure Plan however is included as an implementation action for the plan.

Native vegetation including includes trees, shrubs, herbs and grasses that are local to Victoria and Australia have a somewhat greater level of protection through Clause 52.17 of the planning scheme which requires a permit for removal, however this is only triggered on lots over 4000m².

Any future development of larger lots will require preparation of a flora and fauna assessment and, where necessary, an arboriculture assessment, which identifies existing vegetation (including grasses), fauna and natural drainage lines required to be protected and enhanced through subdivision design.

The assessment must include appropriate management recommendations in accordance with Victoria's Native Vegetation Management Framework and an offset plan showing appropriate offsets to compensate for the removal of native vegetation associated with the proposed development.

Residential zone schedules and neighbourhood character policy can provide the built form, siting and landscape requirements that enable the space for introduction and retention of canopy trees.

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Planting Schedules

Submissions have requested a VPO or similar planning scheme mechanism to control species selection in new estates, or to 'mandate' a preferred planting schedule comprised of locally indigenous vegetation.

The Vegetation Protection Overlay (VPO) is primarily a tool that identifies existing significant vegetation and triggers the need for a permit to remove it rather than an application to enforce a specific vegetation outcome.

There is potential for the development approvals process to be used to influence or encourage plant species selection. Council's Biodiversity Strategy (2018) contains a section on Urban Biodiversity which includes the following actions:

In partnership with Council's Operations Department, develop landscaping guidelines that encourage locally native plants to be used in public spaces, as street trees and in new developments where appropriate:

Support residents to preserve and plant locally native vegetation as much as possible and consider implementing an urban biodiversity program such as "Gardens for Wildlife".

Planting schedules and landscape plans that outline a preferred future landscape direction may be negotiated with an applicant or requested as a condition of permit. These would need to be established through a landscape concept at PSP/permit application stage.

Planting schemes may be encouraged by Council through landscape permit conditions and/or the preparation of design guidelines that form an agreement or restriction on title between the developer and landowner. The planning scheme is limited in mechanism to enforce these, and cannot prohibit planting of exotic species.

An action to encourage a palette of indigenous or native species to enhance biodiversity in new estates may be included at Objective 21 of the Structure Plan. This could be further refined at the Precinct Structure Plan/permit approvals stage.

Action

- Review street cross-sections to ensure that there is adequate space to accommodate trees and undergrounding of services.

DRAFT

8.3 Township edges and entrances

Submission number

22, 64, 117, 134, 142, 165.

The transition from open rural landscape to town is the space where built form and design controls have the most visual impact. Views from the freeway and entrances are particularly vulnerable as these receive the highest volume of viewers, and create the 'first impression' of the township as a transition and contrast from the rural landscape. Loss of open, rural landscape views from the freeway is a concern that was raised in a number of submissions from the community.

Response

The sensitivity of township edges and entrances is recognised in the Gisborne Futures Plans at a township scale through the Structure Plan, as a principle underlying town centre urban design direction in the UDF. The Structure Plan nominates landscape buffers and provision of large lots at the edges of development to maintain a semi-rural character as viewed from entrance roads.

The impact of development on the freeway environment is addressed in the Structure Plan at Objective 17 through a strategy to protect edges and entrances from the visual impact of development on page 36:

Support sound attenuation that uses landscape mounding and vegetation rather than sound walling.

This is further considered through application of 'landscape buffers' to entrance roads and edges of new development areas. The plans could benefit from diagrams or concept drawings to illustrate the intent of sound walling and landscaped buffers.

One submission has requested improved landscaping and presentation of township entrances. This is partially addressed as an action at Objective 17 in the Structure Plan (p.36):

Reinforce town centre entry points and key intersections with high quality built form and landscape treatment that provides a clear signal of entry.

Actions for improved landscaping and welcoming township signage at key entry points could be more specifically detailed in the UDF.

Business Park

Creating an appropriate edge to the Business Park in either an industrial or commercial context is raised through existing policies/strategies and the technical work that underpins them including the ODP. The 2020 Gisborne Futures plan proposes a Design and Development Overlay on the frontage to the business park to provide future application guidance and policy direction to ensure future development delivers on the identified 'sensitive interface'. Further response to this is found in the economic and employment analysis, business park response in Section 7.5 (note that the layout of the business park is subject to further review).

Action

- Provide diagrams, sections or illustrations of the 'landscape buffers' and preferences for sound attenuation and a built form/urban design response along freeway interfaces in revised Structure Plan.
- Include an action to consider improved landscaping and welcoming township signage at key entry points in the Urban Design Framework.
- Strengthen discussion and design response to township entrances and gateways in the plans.
- Include Melton Road and Bacchus Marsh approaches as key gateways on Figure 11, p.35 in the structure plan

DRAFT

8.4 Landscape, views and vistas

Submission number

22, 117, 132, 139, 143, 151, 152, 163, 165, 168, 173, 177, 188, 199, 205.

The value that the community places on Gisborne's landscape setting, views and vistas to unique landscape features that contribute to the semi-rural character of the town is reinforced through many of the submissions that have been received.

Submissions are concerned that development such as has occurred in the Wallaby Run area will be repeated in other areas including Magnet Hill and the remainder of the Jacksons Creek escarpment.

A number of submissions raise concern with Viewline 2 in the Structure Plan (Section 12.2 of the Structure Plan) and submit that it does not capture Magnet Hill, suggests moving viewpoint to capture view over Marshlands Reserve to Mount Macedon to the north.

Response

Recognition and values of Gisborne's landscape features is acknowledged throughout the plans.

Magnet Hill is identified in the plans as a significant landscape feature with cultural heritage values. No changes are proposed for Magnet Hill in the Gisborne Future plans. Planning Scheme Amendment C126 recently rezoned public land on Magnet Hill from Rural Living Zone to Public Conservation and Resource Zone. The remainder of the hill will remain in Rural Living Zone, with no further subdivision opportunities. There is an existing Significant Landscape Overlay (SLO) on Magnet Hill and a revised schedule to the SLO is proposed through the adopted Macedon Ranges Landscape Assessment Study which further outlines the significance of Magnet Hill for protection through the planning scheme.

The Structure Plan includes an objective to protect visually sensitive landscapes, views and vistas from development that will compromise their quality and influence on the semi-rural character of Gisborne, and includes an action to assess the Jacksons Creek corridor for potential application of the SLO (page 36).

Viewline 2 depicts the view of Magnet Hill available from the Calder Freeway, which also features the marshland partially in the view-plane, and is correctly located to capture Magnet Hill as a gateway landscape feature Gisborne. The view to the north towards Mount Macedon is recognised as a significant view in the Macedon Ranges Landscape Assessment Study and can also be included in the plans.

Action

- Include an additional viewline to the north from the edge of the Calder Freeway across the Marshlands Reserve to Mount Macedon.
- Include the Macedon Ranges as a key landscape feature significant to Gisborne in Section 12.1 of the Structure Plan (p.34).
- Review content of the plans to strengthen recognition of Gisborne's location in a Distinctive Area and Landscape.

DRAFT

8.5 Parks and open space

Submission number

53, 82, 132, 133, 134, 142, 173, 205.

One submission is concerned that the plans lack 'green space' while another seeks the open space contribution for new developments to be set at 20%. Suggestions for upgrades and facilities to parks were made in a number of submissions. One submission queried the netball courts on Hamilton Road being marked as open space'.

DELWP have submitted that the structure plan needs to explain the amount and what type of existing open space is available in Gisborne and what parks and open space are required to meet the population needs of Gisborne to 2050.

Response

The planning scheme requires that future open space is delivered as part of new developments either as land or cash contribution, depending on the size of development, proximity to existing open space and demand for new open space.

Open space contributions as part of new developments are set at 5% in the planning scheme above and beyond any other land encumbered for environmental purposes such as drainage or conservation. A revised Open Space Strategy can review and if necessary vary the rate set by the planning scheme however the detailed analysis required to set this rate is beyond the scope of a Structure Plan. Direction for open space is provided in the Structure Plan on page 40:

Ensure adequate land, landscaping and facilities are provided for new open space areas as part of new development.

Future open spaces are to be detailed at a Precinct Structure Plan or Development Plan stage of development. Open space connectivity is to be considered in-line with areas that are encumbered by water management and areas reserved for conservation.

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The Structure Plan also highlights the need for an updated Open Space Strategy to provide more detailed direction on the demand and delivery requirements for new open space, including facilities such as skate parks, playgrounds etc to be provided within them. This project is underway as of July 2022.

The netball courts on Hamilton Road are zone Public Park and Recreation Zone and considered as active open space. This space should be recognised as part of the future Regional Sports Precinct in the plans.

Action

- Include netball courts on Hamilton Road as part of the future Regional Sports Precinct.

DRAFT

8.6 Wildlife

Submission number

18, 22, 117, 132, 139, 143, 151, 152, 163, 165, 168, 173, 177, 188, 199, 205.

Numerous submissions are concerned with the impacts of development on wildlife, and the lack of recognition of this in the plans. Suggestions include wildlife infrastructure and habitat corridors, reducing speed limits and other strategies designed to minimise impacts on habitat and movement for native fauna.

Response

The Structure Plan includes broad direction to protect and enhance waterways, roadsides and connected areas of open space as wildlife corridors. The plans would benefit from more background work and research into known habitats and consider these at a high-level in the criteria for township expansion.

Detailed management of wildlife is beyond the scope of a structure plan, however any future development will require preparation of a flora and fauna assessment that identifies existing vegetation, fauna and natural drainage lines to be protected and enhanced in the subdivision design.

Management recommendations must address how identified fauna will be protected or managed including consideration of the need for wildlife corridors and fencing controls. It may be appropriate to set speed limits or erect signage to alert motorists of fauna passage across or onto roads, particularly adjacent to conservation reserves and at wildlife corridors. These measures can be included as part of a Conservation Management Plan or similar to be required as part of any development application.

Action

- Prepare analysis and mapping of known wildlife habitats and include objectives, strategies and/or actions in the Structure Plan that specifically address these.

DRAFT

9 Movement and transport

How people move around, walking cycling and driving, was the subject of many submission and survey comments. Movement and access is addressed broadly at a township scale through the Structure Plan and at a more detailed streetscape level in the Urban Design Framework.

Many submissions broadly opposed to township growth cited concerns with increased traffic congestion and a lack of infrastructure in general.

The key themes related to movement and transport raised in submissions are:

- Road infrastructure and traffic (trucks, congestion, infrastructure design)
- Duplication of Station Road
- Western Link Road
- Walking and cycling
- Public Transport.

9.1 Road Infrastructure and traffic

Submission number

9, 23, 45, 57, 64, 67, 68, 74, 81, 88, 93, 105, 108, 110, 111, 120, 126, 129, 132, 139, 148, 150, 169, 170, 174, 179, 201, 205.

A number of submissions opposed general township growth raising concerns that the township should not grow further due to traffic and congestion issues.

Submissions made general reference to lack of infrastructure and road/intersection capacity to support township growth, and there were over ten requests for upgrades at various locations.

Background to the traffic study

In 2013 VicRoads, now Department of Transport (DOT) which includes Regional Roads Victoria (RRV), prepared a concept plan for duplication of Station Road/Aitken Street between Hamilton Street and Saunders Road to address concerns with the future capacity of Station Road.

Council gave in-principle support for the concept design at its Ordinary Council Meeting on 18 December 2013.

The current adopted *Gisborne Movement Network Study* (GMNS) was completed in 2016 and included a suite of recommendations for improvements to Gisborne's road and movement network, including the duplication of Station Road and the potential need for a bypass.

At the 22 February 2017 Ordinary Council Meeting the GMNS 2016 was considered and Council resolved to withdraw its in principle support given at the Council Meeting dated 18 December 2013, for the Station Road, Gisborne duplication concept design, and requested that further consultation be undertaken by VicRoads with the community, for the development of alternative options to this proposal.

In 2018 when the Gisborne Futures project commenced, Council and RRV commissioned a detailed traffic model to test a number of options to determine what potential infrastructure projects could deliver the most benefit to the township. This tested duplication of Station Road, an Eastern Bypass and a Western Bypass.

The duplication of Station Road provided significant additional capacity on that link however it also significantly increased traffic volumes south of Robertson Street in the town centre.

The option to provide a Western Link Road provided the greatest benefit across the road network, with a significant reduction in traffic volumes on most key links, bringing them all to within theoretical capacity with the exception of Station Road between the freeway and Robertson Street.

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The Cardno *Traffic and Transport Recommendations Report* (2020) prepared for the Gisborne Futures project notes that intersection improvements along Station Road should bring the performance of the road to an acceptable level. There is a significant reduction in the number of heavy vehicles on all strategic links through the town centre with the provision of a Western Link Road.

The Gisborne Futures "Emerging Ideas" Phase 2 Consultation included a bypass as an idea. There were around 30 comments in the survey that supported the idea of removing truck through-traffic from the town centre, while one comment did not agree with a bypass potentially cutting through farming land.

The Gisborne Futures Structure Plan did for the first time show a conceptual alignment for the Western Link Road. The conceptual alignment is not a precise location and was placed on the plan to indicate that it may be necessary to plan for a connection through the 'Barro Land' at 89 Ross Watt Road. It was also included to be transparent about the investigation, and to get a feel from the community about whether this is something to pursue.

A Development Plan application was lodged for the 89 Ross Watt Road site in December 2021 and is currently under assessment (as of May 2022). The concept for a bypass to the immediate west of town across the 89 Ross Watt Road site is becoming increasingly harder to achieve as Council is required to assess the proposed development plan under the current planning controls. The impacts on the landscape character conflicts with current policy to protect the Jacksons Creek escarpment, among other concerns, and further work is required to explore alternatives.

In an initial submission to the Gisborne Futures project (2020) RRV/DOT expressed a preference for the duplication Station Road and questioned some of the assumptions and outputs of the traffic modelling exercise.

Council and the community have concerns about the impacts of duplication on the boulevard character of the road, loss of significant street trees, amenity impacts of trucks in the town centre and significant increase in traffic on local streets.

A second submission to the Gisborne Futures project from DOT acknowledges that further conversations surrounding the investigation and development of options is needed and will continue to partner with Council on this matter.

Action

- Continue discussions with DoT and seek to resolve the issues regarding the future operation of Gisborne's road network.

DRAFT

9.1.1 Traffic congestion

A number of submissions opposed general township growth raising concerns that the township should not grow further due to traffic and congestion issues.

There was doubt that the current infrastructure has capacity, or that sufficient future infrastructure will be delivered to support an increase in traffic volumes. There were over ten requests for upgrades at various locations.

SIDRA intersection modelling

The peak times for traffic and congestion on the roads in Gisborne is experienced during school drop-off and pick-up times and commuter travel times, particularly along Aitken Street and Station Road with vehicles queuing at roundabouts during peak periods.

SIDRA is software used for the design and evaluation of single intersections and networks of intersections. It tests potential traffic queue lengths on approach to intersections, and the 'degree of saturation' which analyses the demand of an intersection against its capacity. These are measured against standard benchmarks, and the method is endorsed by AustRoads which sets the standard for road infrastructure in Australia. The SIDRA modelling undertaken for Gisborne has shown that while there is queuing and congestion at key intersections during peak times, traffic flows and the general network is still operating within capacity.

Traffic surveys from 2018 indicate that all roads on the Gisborne network are operating within theoretical capacity, with the exception of Station Road (between Robertson Street and the Calder Freeway) which is slightly over capacity and does experience notable congestion at peak times. Anecdotally, on days when schools are closed congestion is vastly reduced from the average day which indicates how much can be attributed to the 'school rush'.

Broader considerations such as the opening of Willowbank Primary School and decentralisation of the town centre by providing activity centres in New Gisborne and on Willowbank Road were not factored into the SIDRA analysis. It is anticipated that these will further disperse traffic and minimise contribution to pressure on the town centre during peak times.

Key intersections listed in Table 3 overleaf were tested through SIDRA. The tests included the Reference Case scenario that combines existing conditions with background traffic growth supplied by the VITM model and the influence of confirmed and proposed road infrastructure upgrades, and also tested the impacts of the Western Link Road.

The Structure Plan and UDF include key intersection and road upgrades that have been identified to support future township growth. The detail to support these is provided in the *Cardno Traffic and Transport Recommendations Report* (July 2020).

Action

- Include summary discussion on the findings of the traffic modelling exercise, including road and intersection capacity outputs, in the Structure Plan.

DRAFT

Table 3: SIDRA Intersection Analysis

Station Road / Ferrier Road	With planned signalisation the intersection is shown to operate within capacity under all network scenarios.
Station Road / Saunders Road	Following upgrades currently under construction the intersection is shown to operate within capacity under all network scenarios.
Station Road / Aitken Street / Robertson Street	It is proposed to upgrade this intersection to signals, including pedestrian facilities. With these upgrades the intersection is shown to operate within capacity under all network scenarios.
Aitken Street / Hamilton Street	This intersection will require an upgrade (currently unplanned), subject to future detailed analysis and design when capacity of the existing intersection layout has been reached to address the spatial constraints, pedestrian and cyclist safety and connectivity, and amenity.
Aitken Street / Melton Road	<p>The existing roundabout configuration will continue to support increased traffic levels during the peak periods in both 2031 and 2046 should the western link road be constructed in future.</p> <p>Should the western link road not be constructed, the southern Aitken Street arm does exceed capacity, with significant delays and queues. Should the western link road not be constructed, local widening on the approaches to the roundabout may be considered to increase the capacity.</p>
Bacchus Marsh Road / Hamilton-street.	The existing intersection configuration continues to support the future traffic levels

9.1.2 Truck traffic

Trucks using arterial roads and the heavy freight route that connects the Western Freeway to the Calder via Gisborne are impacting on the amenity and safety of the town centre.

A number of submissions have suggested closure of Aitken Street to truck traffic, or have suggested alternative truck routes such as Couangalt Road or Hobbs Road,

The Gisborne Futures plan considered all vehicle movements, including heavy vehicle movements, in the traffic modelling exercise. The modelling shows that regular vehicles will have just as much impact on the capacity of the road network as heavy vehicles. Diverting truck traffic will improve amenity however it will not resolve future road capacity issues.

The Gisborne Futures plans have tested a number of scenarios for improving the capacity of the road network including a potential Western Bypass, an Eastern Bypass and duplication of Station Road. Of these, the concept of a Western Link Road delivered the most benefit to the road network overall, and has the added benefit of removing through truck traffic from the town centre.

The Western Link Road is discussed further in Section 9.3 and the duplication of Station Road is discussed in Section

Duplication of Station Road

DRAFT

9.1.3 Infrastructure design

A number of submissions raised concerns with safety and traffic speeds in various locations, and there were three requests for lighting upgrades.

Two submissions do not support traffic lights, signalised pedestrian crossings or intersection upgrades as these are considered contrary to 'village' character.

Response

Response to specific locations is addressed through the individual summaries.

Lighting is mentioned in the Urban Design Framework on page 25 with the recommendation:

To enhance the night-time environment Council should consider undertaking a lighting assessment and preparing a Lighting Strategy for the centre. Priority should be given to improving pedestrian walking routes to key destinations.

This can be expanded in the next iteration of the plans to consider streets and key locations outside the town centre.

The 'village' character of Gisborne is defined through a number of elements explored through the urban design framework, including a compact, walkable town centre, fine-grain pattern of development, park-setting, mature trees lining the streets, outward views to landscape features and so on. Intersection and infrastructure upgrades will change the physical appearance of an area, however they also present opportunities for improving the aesthetic qualities of the streetscape. There are principles in the plans in place to ensure that infrastructure is designed to respond to the values and qualities of Gisborne, including retention of trees. The Urban Design Framework can include guidelines, precedents and material palettes to tie them into the existing and preferred streetscape character of the town centre

Gisborne is nominated as a regional centre in local and state planning policy and it is necessary to ensure appropriate infrastructure is in place to support the town. Roundabouts do allow for continuous traffic flow however when they reach capacity the next step is often signalisation. Signals provide opportunities for pedestrians to safely cross, and provide breaks in the traffic flow which allows movement at uncontrolled intersections.

There are a number of planned intersection upgrades including road widening and traffic lights at the intersection of Station Road and Saunders Road (under construction), the intersection of Robertson Street and Station Road is identified for signalisation and developer contributions are being collected for an upgrade of the Ferrier Road to the north. The need for these intersection upgrades has been identified in studies and work undertaken prior to Gisborne Futures, and has been carried forward into the project.

Action

- Include an action to review public lighting at key locations outside the town centre to enhance safety and movement at night.
- Prepare guidelines for infrastructure upgrades and streetscape treatments to be integrated into the Urban Design Framework.
- Review movement infrastructure requirements and principles to support the existing and growing community.

DRAFT

9.2 Walking and cycling

Submission number

8, 11, 13, 30, 34, 51, 53, 67, 105, 114, 120, 142, 146, 154, 160, 186, 199, 205.

Numerous submissions were made in support of improvements to the walking and cycling network, while others would like to see an increased emphasis on walking and cycling as alternatives to private vehicles. Two submissions raised that encouraging walking and cycling alternatives to driving was not viable due to topography and often inclement weather.

There were requests for additional footpaths in various locations, and two submissions that raised the need for a pedestrian crossing near the intersection of Cherry Lane so that children could safely access the school bus.

Response

Support for proposed walking and cycling improvements is acknowledged.

Council has a [Cycling and Walking Strategy](#) (2014) that provides guidance on the type and location of walking and cycling infrastructure.

The Gisborne Futures plans have identified a number of key missing links throughout the township that will assist to provide recreational "loops" and a connected off-road shared path network. Council is incrementally constructing footpaths in older estates and subdivisions, as funding allows. Proposed upgrades to walking and cycling infrastructure is highlighted on Page 47 of the Structure Plan.

Council has a [Shire-wide Footpath Plan](#) which sets the priorities for footpath construction. The plan aims to improve access to schools, town centres, community facilities and so on, and is to be updated on a regular basis as works are complete.

Future planning can identify the infrastructure we need. A Developer Contributions Plan revision would ideally follow the Structure Plan which would enable Council to collect contributions for infrastructure upgrades from new development. The plan can also be used as an advocacy tool to apply for grants and state or federal funding for infrastructure projects, however in order to apply for these there needs to be documentation of an identified need.

The traffic modelling used a standard estimate of 10 trips per household per day. Walking and cycling is promoted within the plan, and if any given number of trips are to replace car movements this would be of benefit to traffic volumes and for general health and wellbeing for residents. The traffic modelling did not specifically replace any number of trips with an active transport alternative.

DRAFT

9.3 Western Link Road

Submission number

1, 12, 14, 15, 40, 102, 104, 106, 107, 109, 112, 113, 115, 116, 117, 118, 127, 128, 130, 131, 134, 139, 140, 142, 151, 153, 157, 162, 163, 164, 170, 180, 182, 184, 186.

The concept for a potential Western Link Road attracted a high number of submissions.

Four submissions were made in support of the Western Link Road, removal of truck traffic and relief of general congestion in the town centre, and another four support the idea of a truck bypass but question the likelihood of the current concept, or disagree with the location.

Three submissions requested further detail on the Western Link Road, including timing of delivery.

Four submissions were made that the Western Link Road would be unfeasible, and unlikely to be realised due to cost, landscape and environmental impacts.

27 submissions expressed concern with or outright do not support the concept of the Western Link Road. Of these:

- 11 landowners were directly impacted by the concept, and expressed concern with lack of prior consultation
- 14 concerned with impacts on wildlife and environmental values of land zoned for Rural Conservation.
- 12 concerned with amenity impacts, including noise, visual impact and pollution.
- 1 concerned with loss of through-traffic for local businesses
- 1 concerned with fire risk

One submission believes Council were being intentionally deceptive around providing detail on the potential road.

Eleven submissions suggested alternative bypass routes, including:

- Hobbs Road
- Forbes Road
- Couangalt Road
- Diggers Rest-Coimadai Road
- Location further up towards the Macedon Exit.

DRAFT

Response

The investigation of a bypass road responds to Council's resolution from the Ordinary 22 February 2017 Council Meeting.

An Eastern Link Road was modelled and found to have a much smaller impact on the road network throughout Gisborne, with changes to traffic volumes on most links being less than 10%, and has a negligible impact on Station Road, with a 1% reduction in traffic volumes both north and south of Calder Freeway. The proposal for a Western Link Road was considered for the overall benefit it had on the network.

The Western Link Road is an option to relieve long term traffic growth, and has been tested through traffic modelling to determine what its impacts would be on long term traffic growth for not just Gisborne township, but for the region.

For this exercise the VITM traffic model was used as a starting point.

The model has predicted that regional traffic growth, including areas to the south such as Bacchus Marsh and Melton, will have more of an impact on congestion than growth in the Gisborne region will. The modelling exercise provided a high level analysis of potential solutions to traffic growth in the township, and more broadly in the region.

The modelling exercise has determined that out of the three scenarios tested (western link road, Station Road duplication, and eastern link road), the western link road delivered the most significant benefit to the township, including removal of truck through traffic from the town centre and reducing bottlenecks on key roads during peak times.

The traffic model was not designed to specifically divert heavy vehicles from the town centre though it did provide data on this. The model explored scenarios for all road users including regular vehicles. The modelling exercise has highlighted that it is not just truck movements, but the background traffic growth, that will have an impact on the road network that runs through Gisborne.

The modelling exercise has provided Council with a tool to consider the future need for this road. This may not happen in the short to medium term, however it future-proofs for a possible connection. By beginning long term planning early we are able to predict long-term infrastructure requirements and plan for them so they can be delivered when required.

The Gisborne Futures Structure Plan did for the first time show a conceptual alignment for the Western Link Road. This alignment is not a precise location and was placed on the plan to indicate that it may be necessary to plan for a connection through the future development site at 89 Ross Watt Road. It was also included to be transparent about the investigation, and to get a feel from the community about whether this is something to pursue. As mentioned in Section 6.1 (Background to the traffic study) it is unlikely that a link road will be realised through this property, therefore further work is required to investigate alternative options through the refresh of the Structure Plan.

The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.

Action

- Review traffic modelling and investigate alternative locations for a Gisborne bypass.

DRAFT

9.4 Duplication of Station Road

Submission number

1, 15, 29, 31, 34, 36, 38, 48, 142, 170, 173, 186.

Twelve submissions concerned that growth will lead to increased traffic volumes, and the eventual duplication of Station Road.

A number of submissions do not support growth in New Gisborne or west of Station road due to traffic impacts and eventual need for duplication.

Department of Transport (DOT), comprising Regional Roads Victoria (RRV) submit that the duplication of Station Road may still be necessary, however notes that Council has rescinded support for the project and agrees that further conversations surrounding the investigation and development of options is needed.

Response

Concerns that the duplication of Station Road could alter the character of Gisborne, converting the central corridor of the town into a high-capacity arterial rather than a rural main street, are valid. The 2013 plans for duplication are not currently supported by Council, as per the decision to rescind support for the design in 2017. It is for this reason Council and RRV commissioned a detailed traffic model to test a number of options to determine what potential infrastructure projects could deliver the most benefit to the township.

The *Cardno Traffic and Transport Recommendations* report advises that with construction of the Western Link Road and some targeted widening of intersections on Station Road the need to duplicate the road in full may be avoided. The traffic modelling will be reviewed as part of further work to be completed on the next draft of the plans.

In addition, a full "Movement and Place" assessment of Gisborne's roads should be undertaken in accordance with advice from DOT to assist in informing a response that balances the role of main streets as arterial roads while providing safe, active and engaging streets for pedestrians and cyclists.

Action

- Undertake an assessment of the Gisborne town centre using the Department of Transport's Movement and Place framework that recognises that streets not only keep people and goods moving, they're also places for people to live, work and enjoy.

DRAFT

9.5 Public Transport

Submission number

11, 120, 150, 205.

Two submissions raise concern that parking at Gisborne Train Station has not been assessed or considered adequately in line with township growth, nor any data provided on VLine train usage.

Two submissions would like to see improvements to local bus and rail services on the Melbourne/Bendigo line.

Four submissions would like to see buses provided by the community or schools to transport children and alleviate traffic congestion during pick-up/drop-off times.

Response

Public transport is managed through Public Transport Victoria (PTV) which is a State Government agency. Council can advocate to the State Government for improvements and this direction is included in the draft Structure Plan on page 48:

- Work with Public Transport Victoria and bus operators to expand bus services to new development areas; the Gisborne Business Park; and future residential areas.
- Advocate for future service frequency improvements on the Melbourne Bendigo railway line that stop at Gisborne.
- Advocate for the potential expansion of bus services from Gisborne to other towns within the shire and region.
- Advocate for the upgrade of Gisborne Railway Station to an integrated transport hub. The upgrade must respect the Station's heritage value; include car parking; a bus interchange; bicycle facilities; and pedestrian amenities.

By planning ahead Council can forecast what improvements to services are needed. Gisborne Futures will provide a tool the advocacy required to receive improved public transport services over time as the town grows

DRAFT

10 Heritage

Submission number

183, 167, 161, 173, 143, 168, 177, 188, 163, 165, 206.

A number of submission mentioned actions regarding heritage and cultural heritage with one commending the cultural heritage investigation undertaken by the Wurundjeri.

There were four submissions and a similar number of survey comments that did not believe the Gisborne Futures project went far enough in representing the recommendations of the Wurundjeri Cultural Heritage Values report, in particular seeking indigenous planting and protection of wildlife to align with cultural heritage values.

One submission raised that development does not respect heritage buildings and two were concerned with development of the Macedon House site.

One submission raised that businesses in town could participate in sharing of local historical knowledge.

10.1 Aboriginal cultural heritage

Response

Macedon Ranges Shire has a strong and proud Aboriginal history and complex ownership and land stewardship systems stretching back many thousands of years.

Gisborne and surrounds is within the traditional country of the Wurundjeri people to whom landscapes are part of a single, holistic, cultural and spiritual landscape.

The Gisborne Futures project has provided an opportunity for Macedon Ranges Shire Council and the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation (Wurundjeri) to work together in improving the way in which cultural values and cultural heritage management occur within planning.

The process has included workshops and field trips with Wurundjeri Elders, and extensive historical and ethnographic research undertaken by Wurundjeri and Extent Heritage to ensure that culturally significant places, views and sites are identified and incorporated into the planning process at an early stage.

As part of this, Wurundjeri Elders contributed to a cultural values survey, both augmenting known existing cultural values, and identifying further cultural values. The review includes information and data not traditionally included in cultural heritage surveys such as resource use of the local plant and animal species, vegetation communities, and intangible information, and contains the perspectives of the Wurundjeri Woi-wurrung Elders and Community who participated in the field visits.

The process highlighted the importance of recognising that Aboriginal cultural heritage also encompasses intangible aspects such as cultural landscape associations, including important views (both to and from places of significance) and associations with particular landforms and natural features, such as waterways and their corridors.

The Gisborne Futures plans have included the recommendations outlined in the Wurundjeri Cultural Heritage report. Discussion on landscape planting themes is covered in Section 8 (Landscape and environment).

DRAFT

10.2 Macedon House site

The future development of the Macedon House site has been explored through proponent-led planning scheme amendment requests for a number of years.

The Draft Gisborne Futures Neighbourhood Character Study places the site within Precinct 3 Town Centre Residential due to proximity to the town centre, and to acknowledge the potential of the site for some form of residential development.

The site has a number of complex attributes including the heritage building, flood prone land and a visually sensitive location at the convergence of two entrance roads and the Jacksons Creek escarpment. The Jacksons Creek valley and escarpment has largely been protected from development through the Macedon Ranges Planning Scheme.

Planning controls for the potential development of the site are to be explored further in the re-draft of the plans. Council is seeking to ensure that the heritage and landscape values of the site are retained while permitting some development that includes restoration of the heritage building.

Action

- Investigate appropriate planning controls for Macedon House site.

DRAFT

11 Education and community services

Submission number

11, 13, 16, 25, 53, 67, 81, 95, 132, 137, 163, 165, 205.

There were some submissions in support of the direction for community infrastructure outlined in the plans however there was also a common concern threaded throughout submissions and survey responses that Gisborne does not have the 'infrastructure' for growth.

This is mentioned in relation to physical infrastructure such as roads, open space and footpaths but also through access to community infrastructure such as education, health, child care, community meeting spaces and so on.

Submissions related directly to community infrastructure showed support for a future community hub. A few submissions and survey comments requested more detail on community facilities, including plans for hospitals, aged care etc. Above all else people wanted to see planning for an additional secondary school/education facilities with this mentioned in three submissions and seven times in the survey comments.

Response

A high-level community infrastructure assessment was undertaken by Ethos Urban as part of the background analysis. This work investigated current community infrastructure supply and gaps in service as well as identifying the future community infrastructure requirements of a growing town. In particular, the work identified that Gisborne has an undersupply of spaces for youth and community arts and the Structure Plan recommends delivery of a Community Hub that provides for all residents.

At the time of assessment it was noted that government primary schools were approaching capacity, however construction of Willowbank Primary School which has since opened has increased the capacity of primary education.

In terms of secondary education, the consultant team contacted Department of Education and Training during the early stages of the project (2018) seeking advice on the education needs of Gisborne as it grows. The advice received was that there would not be sufficient demand for an additional state secondary school, however the plan contains direction to continue to work with the state government, land owners and service providers to ensure schools and education facilities are provided as required.

Since the time of preparation Gisborne Secondary College has been zoned to create more local capacity within the school. There has also been community requests for secondary education in the east of the Shire to service Romsey, Lancefield and surrounding areas.

Council is in communication with DET regarding additional demand and the population/student number thresholds required in the region to trigger planning for another secondary school.

The proposed Urban Growth Zone and existing Development Plan Overlays require community infrastructure needs assessment to be prepared as part of any development application. These consider the number of lots/dwellings to be provided by the development and the community infrastructure to be supplied to support this, including child care, kindergartens and so on.

The Structure Plan sets a high-level framework that will include requirements for detailed service delivery plans to be developed. The services required under these plans may be delivered by Council, by the developer or other agencies.

Services such as child care or aged care are also delivered through private operators and outside of larger development plans their delivery is usually driven by market demand or incentives from state or federal Government. The Structure Plan can set policy around the preferred location of these enterprises and use this in deciding on planning applications.

Action

- Follow up with the Department of Education and Training (DET) on demand for secondary education in the region to check if previous advice has changed.
- Investigate current capacity of community services and facilities and refresh the assessment of community infrastructure.

DRAFT

12 Urban Design Framework

An Urban Design Framework (UDF) was prepared for Gisborne in 2008. The recommendations of the report were never implemented into the planning scheme therefore the document has limited statutory weight in making decisions on planning applications and it is not providing effective guidance to ensure outcomes that align with preferred future township character.

The purpose of the Gisborne Futures UDF included to review land use controls to promote quality built form outcomes, revitalise the local economy, improves community and movement network connections, parking and infrastructure and delivers a place making vision for the town centre addressing improvements to both the private and public realm.

The following themes have been raised through submissions in relation to the UDF:

- land use
- township character and built form
- building heights and
- car parking.

12.1 UDF Land use

Submission number:

77, 165, 205.

One submission requests that land in the 'Health and Civic' Precinct be rezoned from SUZ to GRZ to facilitate future development plans.

One submission requests removal of surface car parks as 'development opportunity sites'.

Response

Response to land use and the role of Gisborne as a regional centre are discussed in greater detail in Section 7 (economic and employment growth).

It is standard planning practice that car parks are considered development opportunity sites. At-grade car parks are relatively unconstrained as development sites and represent a low-value use on commercial land.

These spaces are often poorly activated, create 'breaks' in built form and offer minimal pedestrian amenity. Future buildings that provide retail or office activity and pedestrian and streetscape features will contribute to a more comfortable and walkable environment along with providing opportunities for economic and employment development. The UDF contains a strategy to ensure there is no net-loss of car parking spaces as part of new development, particularly where built form is proposed to replace existing surface car parks.

The car parks nominated in the plan are mostly privately owned and zoned Commercial 1. Should a development application be submitted it would be appropriate that the same design controls that apply to the remainder of the town centre would also apply to these sites.

Action

- Review the most appropriate zone for the Health and Civic Precinct. (Note that Submission 77 suggests that this occur potentially through a Section 96A planning scheme amendment preferably outside the scope of Gisborne Futures to fast-track progression of the development. A 96A application has since been lodged and is under assessment).

DRAFT

12.2 Town centre character and built form

Submission number:

11, 72, 73, 76, 77, 91, 108, 143, 145, 167, 168, 173, 177, 208.

A number of submissions and comments left in the survey are concerned with the 'look and feel' of shops, including signage, materials and colour, and express concern that the 'village character' will be lost and that the plans are presenting 'grey concrete blocks'. Opposition to 'big box' shops and large format retail was made in a number of responses.

On the other hand some submissions and comments in the survey responses raise concern that built form and town centre character guidelines would stifle development.

One submission was made in support of signage direction, while one made a broad comment about existing signage needing to be addressed. DELWP is not convinced that a local policy is necessary for signage and that this could be incorporated in to a Design and Development Overlay (DDO).

One submission was received in support of controls to limit building colours and advertising.

Response

Currently Gisborne town centre does not have any enforceable built form controls or height limits.

The 2008 UDF provides some direction however it was never formally implemented through the Macedon Ranges Planning Scheme and therefore only has limited statutory weight in decision-making.

Submissions have raised concern that the UDF is proposing large-scale change to the town centre where in fact it is proposing development controls so that if and when future development applications are made Council has a level of control over the design outcome. The 'village' character of Gisborne's town centre is defined in the UDF as being influenced by the compact nature of the town centre and physical features including:

- A pedestrian-scale streetscape with generous footpaths, verandahs and established street trees.
- A fine grain pattern of development that accommodates a diverse mix of local, small businesses.
- Minimal presence of large chain stores with generic branding and signage.
- Modest built form that does not dominate the streetscape or landscape setting.

The UDF promotes a fine-grain of retail and encourages a diversity of smaller format shops in the town centre. These provide diversity and interest in the town centre which in turn contributes to a more interesting pedestrian environment.

An active and pedestrian friendly environment is enhanced by providing a compact, walkable town centre that is provided by consolidating future floor space demands in existing development sites within the town centre rather than outward expansion of the commercial zone.

A balance needs to be found between encouraging investment in the centre through redevelopment of these strategic sites, while protecting and enhancing its character.

The discussion around building heights has attracted the most concern, further response on this is provided below.

It is acknowledged that if development intrudes into or obscures the visual connection with the surrounding landscape this character element is threatened. To respond to this threat proposed controls have been tailored to provide a two-storey street wall and upper level setbacks to maintain glimpses and views to the surrounding landscape, and in some instances to frame these views.

DRAFT

Further to this, the UDF provides illustrations of built form envelopes that have been interpreted as 'grey concrete boxes', such as the elevations provided in the Key Development Site concept plans on pages 28-29. It is the role of the UDF to provide the parameters that development must work within and the illustrations of the 'envelopes' are technical drawings used to articulate the controls and not to provide actual detail of proposed buildings.

Concern with 'big box' shops is noted. The plans are seeking to discourage this type of development from the town centre and this is specifically addressed on page 13 of the UDF:

- Support development that accommodates a mix of retail, commercial, community and residential uses within the town centre.
- Support location of light industrial, trade supplies, restricted retail and bulky goods to an expanded business park, and discourage their location within the town centre.

It the intended role of the expanded business park to accommodate larger format and restricted retail premises. A Design and Development Overlay is proposed for the business park to ensure these are designed to have a sensitive response to the town entrance and surrounding landscape and residential context. Further detail on this is provided in response to the business park in Section 2.

There is further guidance on built form articulation, materials and signage etc. within the design guidelines and these will be used to inform the preparation of a schedule to the Design and Development Overlay (DDO) that is specific to the town centre.

This would require new development proposals to provide a detailed design response to the guidelines and give Council greater weight in determining whether a development proposal is appropriate to the character of the Gisborne town centre. Examples from the UDF(p.24) include:

- Large 'box-like' buildings that provide minimal articulation and detract from the low scale urban form of the area are to be avoided.
- New buildings are to respond to topography and township character, and be designed so that key views are not obstructed.
- Building heights and form are also to consider the impacts on views towards the site from nearby vantage points.

In response to concerns with 'big box' retail, it is the intended role of the expanded business park to accommodate larger format and restricted retail premises. These types of shops rely on vehicle access to operate which in the town centre would equate to single-use development and surface car parking consuming land that could otherwise prove for a greater mix of uses and a finer grain of development.

A DDO is proposed as part of the implementation of the business park to ensure these are designed to have a sensitive response to the town entrance and surrounding landscape and residential context. Further detail on this is provided in response to the business park in Section xx.

Action

- Clarify in the UDF that built form diagrams are illustrating general building envelopes or building massing and not a proposed final outcome in terms of upper level breaks and design detail.
- Revisit definition of 'village character' in the UDF
- Review proposed design and development controls for the town centre in line with DELWP feedback.
- Prepare policy and a schedule to the DDO that is specific to the town centre as part of the implementation of the UDF.
- Review permit triggers for paint controls/large scale business identification in the town centre, and the appropriateness of their application to existing buildings when developing the policy to support a DDO.
- Include discussion related to Crime Prevention through Environmental Design (CPTED) principles in the Urban Design Framework.
- Review proposed Development Plan Overlay controls for the town centre and whether the outcomes sought can be achieved through a DDO.

DRAFT

12.3 Building heights

Submission number:

34, 57, 63, 72, 75, 76, 77, 81, 84, 92, 108, 133, 137, 142, 145, 165, 167, 173, 187, 208.

The greatest response to the UDF was regarding building heights and the impact this will have on township character, with over 20 submissions objecting to the concepts put forward in the plan. Some of these specifically stated that heights above two storeys are inappropriate while others do not support anything above three storeys.

In the survey, 35 comments mentioned building heights and were not supportive of 4 storey buildings, with a number preferring a maximum of 2 or 3 storeys.

Response

Currently Gisborne does not have any enforceable built form controls or height limits. The 2008 UDF provides some direction however was never formally implemented through the Macedon Ranges Planning Scheme and therefore only has limited statutory weight in decision-making.

Built form controls have been developed to provide direction for future development to contribute to an active and vibrant town centre. They seek to achieve a high quality built form and streetscape outcome while maximising the economic and commercial potential of sites.

Based on the population forecasts the combined retail and commercial floorspace projections for Gisborne equate to the need for approximately 18,000 to 19,000 sqm of additional floorspace by 2036 (Economic and Employment Analysis, UE 2020).

The UDF and Structure Plan encourage a form that is compact by concentrating future floor space requirements within the existing boundaries of the town centre. To provide this future retail and commercial development is to be focussed on available vacant sites and strategic redevelopment sites rather than expansion of the town centre commercial zoning. There is limited vacant land in the Commercial 1 Zone (0.4ha), meaning that future commercial and retail floor space will need to be accommodated through multi-level development of these sites.

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Similar observations were made in the 2009 Commercial Land Assessment prepared for the ODP that recognised that it would be difficult to provide nominated retail and commercial land supply within the boundaries of the town centre without allowing for some multi-storey development. Refer also to Economic and Employment Growth in Section 7.

Higher building limits in the draft UDF are targeted at sites that have capacity for future development and need to be considered in conjunction with other built form outcomes such as setbacks and street wall height that are designed to minimise impact on the public realm. This is worded in the UDF:

- Two to three storey (13m) overall building heights are preferred. Four storeys will only be considered on consolidated or larger sites where:*
- *Height is proportional to the building footprint.*
 - *It can be demonstrated that upper levels are recessive as viewed from the street and any adjacent sensitive interfaces.*

Building heights make the prospect of developing key sites a viable investment and are tied to encouraging delivery of a high quality public realm. Any future car parking requirements, vehicle access, landscaped setbacks and public spaces such as footpaths and plaza areas all need to be considered in context to the site, and limiting heights also limits the capacity of a site to provide for these and remain commercially viable for future development. Development site concepts plans have been prepared to guide this.

DRAFT

Providing a location specifically for larger format or restricted retailing in an expanded business park will free up space within the town centre for mixed-use development that achieves these outcomes.

The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied to adjacent sites under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response.

DELWP have requested a land budget which provides a breakdown of the existing land within the study area and its existing and proposed land use. Further work is required on the existing and proposed commercial land supply and demand figures, and how this is to be provided spatially within the town centre and/or distributed across activity centres within the township as applicable. This information can be used to qualify built form requirements in the town centre.

Action

- Prepare a plan of the town centre that shows existing and potential floor space to test the capacity of the town centre as an outcome of built form controls on development opportunity sites.
- Review the 'blanket' application of building height controls so they target development opportunity sites.

DRAFT

12.4 Car parking

15 written submissions and 10 comments in the survey raise concerns that there is not currently adequate car parking in the town centre, and the plans need to find additional car parking solutions. Parking around Gisborne Central (Coles), the Aquatic Centre and the northern end of Brantome Street were specifically raised in eight submissions.

Submitters have raised that the averaging of occupancy rates across the town centre does not accurately reflect the demand for car parking specifically in this precinct, noting that at peak times car parks in this area were at 80-100% full, and that

occupancy is higher when the Aquatic Centre is busy and on market days.

Council's enforcement of parking restrictions in Gisborne Central, safety of crossing Aitken Street and concerns with walking distances to unrestricted parking were raised.

Staff of nearby businesses using short-stay and on-street parking spaces all day is noted by submitters.

One submission supports the protection of open space from car parking expansion.

Response

While Council does provide car parking in some locations its primary role in car parking provision is on management of its on and off-street parking facilities (applying and enforcing parking conditions) and ensuring that parking is provided through development using the Planning Scheme.

The Victorian planning system allows for contributions to be paid when car parking requirements cannot be met, through the development of a Parking Overlay Schedule. The car parking study produced by Cardno does not provide the justification required to implement such an arrangement, however it did recommend that Council should monitor parking in the Gisborne town centre.

Planning permits were issued for the Brantome Street north area, including the original permit for the Gisborne Central (Coles) the extension now occupied by Gisborne Collective and the Gisborne Medical Centre which justified the waiver of required car parking spaces collectively.

Car parking surveys undertaken in 2018 identified that when occupancy was highest in the town centre, one in three spaces are available. The data revealed that there was adequate supply across the town centre broadly, and that concerns with lack of supply is likely focussed in key locations of activity at peak times.

The advice from Cardno based on car parking surveys indicate that short-term car parking spots are being used as staff car parking, or for longer stays which results in a lower turn-over rate of spaces. This was also raised as an issue in a number of the submissions. This is addressed in the UDF on page 46:

- Introduce additional time-limited parking in commercial and retail areas to encourage staff to park in unrestricted parking areas further away from areas where short-stay parking is in high demand.
- Provide additional or improved wayfinding signage to direct vehicles to underutilised car parking areas.

The UDF also contains actions to continue to monitor car parking, and should demand be found to exceed supply then further work would be required to prepare a Car Parking Plan that may formalise changes to the car parking rates required by the planning scheme through a Parking Overlay.

There is a submission for the land between Gisborne Central and the Aquatic Centre to be used for car parking. This land has been reserved to future-proof for expansion of the centre, as per Council's [Sport and Active Recreation Strategy](#) (2018-28):

Continue to consider an expansion of the Gisborne Aquatic Centre and co-location of the Gisborne Fitness Centre should funding opportunities present (p.54).

DRAFT

It is acknowledged that safer pedestrian access is required to cross Aitken Street generally and the plans indicate a signalised intersection at the corner of Aitken and Robertson Street. This will improve access to the unrestricted parking in John Aitken Reserve.

Further actions in the UDF include to upgrade wayfinding signage to direct vehicles to underutilised car parking areas, and to introduce additional time-limited parking in commercial and retail areas to encourage staff to park in unrestricted parking areas further away from areas where short-stay parking is in high demand.

Proposed streetscape upgrades will help make streets attractive, safe and comfortable for pedestrians, improving amenity and encouraging people to walk to destinations throughout the town centre.

Action

- Review streetscape plans to consider formalisation of parking on Robertson and Aitken Streets.
- Review streetscape plans to highlight where additional on-street car parking is being made available.

DRAFT

13 Utilities and servicing

Submission
number:

11, 117, 204.

13.1 Water and sewer services

One submission was received from Western Water (now Greater Western Water) that seeks to ensure that planning for services aligns with township growth and consistent with work they are undertaking.

Response

Council will take advice on-board and continue to keep GWW updated on plans, continue discussions on future servicing requirements and consult with GWW as a referral authority on any relevant applications and plans.

Action

- Continue to consult with Greater Western Water (GWW) on the future growth of Gisborne and upgrades to services as required.

13.2 Gisborne Cemetery

On submission was received from the Greater Geelong Cemeteries Trust that indicated that there is approximately 20-25 years worth of capacity in the existing cemetery. Would like to further discussions with Council to identify a site for a long-term potential future cemetery to service the community in the longer term.

Action

- Consult with Greater Geelong Cemeteries Trust and determine future land use requirements for memorial land.

DRAFT

13.3 Internet access

A couple of submissions highlighted the need for better internet access, especially given the Covid environment is seeing a lot more people working and schooling from home.

Response

It is acknowledged that there are issues with internet speeds and connections in various locations throughout the shire. Infrastructure to support internet access is provided by the Australian Federal Government. In 2009 the NBN co was established to design, build and operate Australia's broadband access network. NBN is wholly owned by the Commonwealth of Australia. NBN co provide wholesale broadband to independent internet service providers (ISPs).

The Victorian State Government delivers programs to upgrade broadband and mobile coverage in the state. Council plays a role in advocating for improved internet speeds, coverage and reliability across the shire, and has collected data from local businesses for this purpose.

- Internet connectivity is identified as a top priority in Council's Economic Development Strategy (2021-2031). This document contains actions for leadership, advocacy and partnership to drive a regional response are contained within this strategy.

DRAFT

14 Submission summary and response

14.1 Submission summary methodology

Council has recorded all written submissions lodged in response to Phase 3 consultation with a submission number. Multiple submissions from the same submitter are recorded under the same submission number. Each submitter was sent an email or letter acknowledging Council's receipt of their submission that included their submission number.

Submissions have been summarised by themes contained within the plans. A brief summary of the submission is provided under the theme to which is it most applicable. Most submissions reference multiple themes. Splitting submissions allows for a quantitative assessment of response to particular themes presented in the documents.

While all care has been taken to accurately summarise the content of a submission, focus has been given to aspects of the submission that are directly relevant to the plans. Anecdotal, emotive, abusive and speculative content where appropriate has not been included in the summaries.

All submissions made to the project are available in full on Council's website with any identifying information removed (redacted).

A high-level summary of consultation responses was prepared to give Council the opportunity to note the results of consultation and thank submitters for their time and contribution. Council noted this at the Scheduled Council Meeting held on Wednesday 24 March 2021.

The metric results of consultation outcomes provided in this report do vary from the high-level summary provided in the Gisborne Futures Consultation Phase 3 Summary report presented at the March SCM.

With over 1,000 pages of submissions the detailed process of summarising these and responding has returned a more nuanced analysis, particularly where statements have implied a position on a theme rather than explicitly stating it. There are instances where a single statement may be relevant to more than one theme, for example "opposition to 'big box' development" was originally picked up in reference to the town centre UDF, however also has a place of relevance in discussion on the Business Park and has since been included in this discussion. The process has also expanded on some of the identified themes and consolidated others which has adjusted the metrics from this earlier report somewhat.

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Submission 1

Theme	Summary	Response
Settlement boundary <ul style="list-style-type: none"> Settlement boundary criteria and investigation areas Glen Junor Land supply and demand 	<ol style="list-style-type: none"> Submission requests inclusion of property in the township boundary. Submits that there is insufficient land set aside to deliver a meaningful PSP, would like to see township boundary extended to Pierce Road. Submits that land prices are being artificially inflated by lack of supply. Opposed to growth west of Station Road due to traffic, drainage issues and bushfire threat. Submits that growth should be directed to the east. Supports Glen Junor. 	<ol style="list-style-type: none"> Township boundary investigation areas have been reassessed in Section 4 (Setting a protected settlement boundary). This section contains a recommended boundary for future land use investigations. The Land Demand and Supply Analysis has indicated that there was 20 years worth of land supply (as of 2019). A number of growth areas have been held up in planning. Land supply and further work required is discussed in Section 4.7 (Housing diversity, density and affordability). Section 4 (Setting a protected settlement boundary) outlines the criteria to be used for setting a the township boundary, noting that further work (eg bushfire assessment) is required to complete the structure plan. Support noted for Glen Junor is noted. Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.
Planning for housing <ul style="list-style-type: none"> Social housing 	Submits that there is no provision for public or social housing in the plan, would like to see this considered.	Section 5.3.4: Social housing discusses how this will be considered in the next draft of the plans.
Landscape and Environment <ul style="list-style-type: none"> Environmental risks, flooding, bushfire 	Concern with flooding and bushfire risk to development west of Station Road, New Gisborne.	<p>The revised plans will include a bushfire risk assessment (note that discussion with CFA have previously indicated a preference for growth in New Gisborne as a lower-risk area).</p> <p>Flooding west of Station Road has largely been resolved through the Melbourne Water Drainage Scheme undertaken for current subdivisions on Ferrier Road.</p>

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Movement and Transport <ul style="list-style-type: none"> • Duplication of Station Road • Western link road 	<ol style="list-style-type: none"> 1. Does not support township growth in New Gisborne due to eventuality of duplication of Station Road. 2. Does not believe Western Bypass will be feasible. 	<ol style="list-style-type: none"> 1. Submission noted. Refer to response provided in Section 2. Duplication of Station Road 3. Submission noted. Refer to response provided in Section 9.3 Western Link Road.
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Submission 2

Theme	Summary	Response
Planning for housing <ul style="list-style-type: none"> • Township character • Growth • Housing diversity, density and affordability • Covid-19 	<ol style="list-style-type: none"> 1. General concern with township growth and loss of township 'country' character, and direction towards that of an 'average suburb'. States that suburbia does not belong here. 2. Concern with urban growth, dual house blocks, townhouses, strata units, smaller house blocks, increasing density. 3. Submission raises that the population forecasts are too low, and that the plans don't reflect the likely impacts of Covid-19 including: <ul style="list-style-type: none"> • increased demand for regional properties • opportunities for working from home, and • likelihood of federal government raising immigration numbers. 4. Have witnessed a decrease in spending for infrastructure required for growth. 	<ol style="list-style-type: none"> 1. Identifying and protecting the elements of Gisborne's character to be protected and retained, while also providing a long-term vision for Gisborne as a 'regional centre' is a key consideration for the plans. Please refer to Section 4.1: Township growth for further discussion on this. 2. Submission noted. Providing housing choice is also important to plan for an inclusive and diverse community that considers a range of household structures and levels of affordability. This is discussed further in Section 5.3: Housing diversity, density and affordability. 3. Data on housing and population forecasts will be revised to reflect the 2021 Census that was released in June 2022. Population forecasts are discussed in Section 4.9, and consideration of the impacts of Covid-19 is included in discussion in Section 2.3: Feedback on consultation and pandemic response. 4. An updated Structure Plan will identify the necessary physical and social infrastructure to be delivered to support the existing and future community.
Landscape and Environment <ul style="list-style-type: none"> • Trees and vegetation 	<p>Submits that the town's beauty is hugely dependent on its old growth trees and is concerned with tree loss and impacts on landscape and cultural values as a result of development.</p>	<p>Agreed. The contribution of trees to the character of Gisborne is highlighted in the Structure Plan and Urban Design Framework.</p> <p>The contribution to character and proposed protection measures are discussed further in Section 8.2 (Environmental values).</p>

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Submission 3

Theme	Summary	Response
Planning for housing <ul style="list-style-type: none"> Housing framework change areas 	Does not support 'Incremental Change Area 1' and three storey development close to the Gisborne town centre.	<p>Submission noted. Three storey development and precinct controls are discussed further in Section 6.1.3 (Precinct 3 and the General Residential Zone).</p> <p>Refer also to Section 5.4 that discusses Housing framework change areas.</p>

Submission 4

Theme	Summary	Response
Economic and Employment Growth <ul style="list-style-type: none"> Gisborne Business Park 	<p>Does not support expansion of Business Park.</p> <p>Re-submission of submission provided during the Business Park Development Plan consultation in February 2019.</p> <p>Submission concerned that submissions made during the 2019 consultation on the Business Park Development Plan have not been adequately responded to.</p>	<p>Section 7.5 (Future direction for the Gisborne Business Park) includes further response to the issues raised in the Business Park Development Plan consultation in 2019.</p> <p>The layout and role of the business park will be further reviewed as part of further work on the second draft of the plans. This is discussed also in Section 4.10 Future urban structure options.</p>

Submission 5

Theme	Summary	Response
Economic and Employment Growth <ul style="list-style-type: none"> Gisborne Business Park 	Does not support expansion of Business Park.	<p>Section 7.5 (Future direction for the Gisborne Business Park) includes further response to the issues raised in the Business Park Development Plan consultation in 2019.</p> <p>The layout and role of the business park will be further reviewed as part of further work on the second draft of the plans. This is discussed also in Section 4.10: Future urban structure options.</p>

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Consultation	Concern with timing of consultation during pandemic and lack of response to previous submissions provided in 2019 consultation on Draft Development Plan.	The timing of consultation during the pandemic is discussed in Section 2.3: Feedback on consultation and pandemic response. Section 7.5 (Future direction for the Gisborne Business Park) provides response to key themes raised during the 2019 consultation on the Business Park Development Plan.
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Submission 6

Theme	Summary	Response
Settlement boundary <ul style="list-style-type: none"> Land south of Brooking Road 	Submission seeks inclusion of property in township boundary, south of Brooking Road.	The selection criteria for inclusion in the township boundary and comment on requests for inclusion south of Brooking Road are provided in Sections 4.2: Submissions on proposed settlement boundary and Section 4.6: Land south of Brooking Road.

Submission 7

Theme	Summary	Response
Settlement boundary <ul style="list-style-type: none"> Glen Junor 	Support for Glen Junor. Support for Harry White Park and recognition of Victorian Racing Heritage.	Support noted for Glen Junor is noted. Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.

Submission 8

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Walking and cycling 	Requests walking track in unnamed Council reserve behind Jacksons Creek Way.	Council's Environment department manages this reserve. Works within this reserve are not planned at present however feedback has been noted for future consideration.

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Submission 9

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth 	<p>Does not support township growth.</p> <p>Concerns include traffic and potential socio-economic impacts, increased criminal behaviour.</p>	<p>Please refer to Section 4.1 (Township growth) for further discussion.</p> <p>Planning for a diverse and inclusive community is also discussed in Section 5.3 (Housing diversity, density and affordability).</p>
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<p>Does not support growth due to traffic and congestion, general concern with increase in traffic.</p>	<p>The refresh of the structure plan will include a review of the movement infrastructure requirements and principles to support the existing and growing community.</p> <p>Refer to response provided in Section 9.1 (Road infrastructure and traffic) for further information on this.</p>

Submission 10

Theme	Summary	Response
Landscape and Environment <ul style="list-style-type: none"> Entrances and edges 	<p>Submission seeks improved lighting at Melbourne Road entrance road.</p>	<p>Submission noted. The entrance road is bound by Rural Conservation Zone and Low Density Residential Zone from the Calder Freeway until Howey Street. The street lighting currently reflects the rural amenity of that section of road.</p>

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Submission 11

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Housing diversity, density and affordability 	Support for medium density housing in the future growth areas, hopefully affordable options of varying size will be present for people of all ages.	Support noted.
Settlement Boundary <ul style="list-style-type: none"> Township growth 	Support for future urban growth areas centred around New Gisborne, near the station, and new proposed sports precinct.	Support noted.
Economic and Employment Growth <ul style="list-style-type: none"> Role of Gisborne as a regional centre Town centre commercial and retail Gisborne Business Park 	<ol style="list-style-type: none"> Concerns that movement and connectivity issues for the town's young people (below driving age) and attributes access issues to lack of employment/enterprise options for young people and in the long run, results in young people leaving the town. Submits that there is a need to encourage enterprise/businesses which employ the town's young people, including a co-working space. Encourages Council to support young people in business/enterprise. 	<ol style="list-style-type: none"> The structure plan contains a number of future cycle and shared user paths to assist with connectivity around the town, and includes advocacy actions for public transport improvements. The structure plan includes an action to investigate development of an integrated community hub which can have a focus on the needs of young people while also being a co-shared space with other members of the community. Proposed increases through Gisborne Futures to commercial and industrial land availability will increase job containment in the shire which may benefit young people. Noted. The Macedon Ranges Youth Strategy Elevate (2018-2028) contains actions for Council and its partners to support youth employment.
Movement and Transport <ul style="list-style-type: none"> Walking and cycling Public transport 	<ol style="list-style-type: none"> Submits that there are movement and connectivity issues for the town's young people and advocates for additional walking and cycling infrastructure. Advocates for improved public transport and options for youth to get around town independently. 	<ol style="list-style-type: none"> Section 13.2 of the draft structure plan includes objectives, strategies and actions which seek to improve walking and cycling infrastructure within the town. The structure plan provides information and advocacy actions for improvements to public transport.

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Urban Design Framework <ul style="list-style-type: none"> Town centre character and built form 	<p>Highlights that Gisborne's 'village' character first attracted them to the area 20 years ago.</p> <p>Not impressed with more recent developments in which the façade finishes seem 'cheap' and 'mainstream'.</p>	<p>The Urban Design Framework will inform the preparation of a Design and Development Overlay that will provide direction for the 'look and feel' of new development. These concerns can be considered in the future drafting of this planning scheme control.</p>
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Submission 12

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Does not support Western Link Road, landowner directly impacted by the concept.</p> <p>Concerned with impacts on wildlife and environmental values of land zoned for Rural Conservation and amenity impacts, including noise, visual impact and pollution.</p> <p>Submits that Hobbs Road and Couangalt Road should be considered as alternative routes, and that if Aitken Street were to be closed to heavy vehicles and the alternate route via Couangalt Road indicated on the freeway there would be a reduction in heavy traffic through the village.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

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Submission 13

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Housing diversity, density and affordability 	Submission raises lack of 'affordable' housing for young people in Gisborne.	This is acknowledged as a key issues that is discussed in Section 5.3: Housing diversity, density and affordability.
Settlement boundary <ul style="list-style-type: none"> Glen Junor 	Support for Glen Junor including: <ul style="list-style-type: none"> concept of 50% of the land for open space and community assets community food garden improving biodiversity with tree planting and other revegetation retaining Jackson Creek for shared public use, including a bike/walking track tourism potential wildlife corridor, proposed rural/farm activity area. 	Support noted for Glen Junor is noted. Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.
Economic and Employment Growth <ul style="list-style-type: none"> Activity centres 	Submission supports smaller activity centres for conveniences, within walking distance of homes, especially if they are linked by an expanded public transport system.	Support noted.
Landscape and Environment <ul style="list-style-type: none"> Environmental values, waterways Trees and vegetation ESD 	Supports landscape conservation along Jackson's Creek and landscape buffer areas around developments. Supports development of sustainable design policies. Advocates for more trees and vegetation to enhance streetscapes and public spaces.	Support noted.

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<p>Movement and Transport</p> <ul style="list-style-type: none"> Walking and cycling 	<ol style="list-style-type: none"> Submission supports cycling and walking infrastructure including the proposed regional bike trail, however believes that there should be a greater focus on encouraging a transition away from car use and providing safer options to move around town by bike. Suggests countering topography etc with E-bikes. Support for extension of bicycle network to Glen Junor. 	<ol style="list-style-type: none"> Support noted. The Gisborne Futures plans acknowledge that walking and cycling infrastructure needs to be safe, continuous and comfortable to be considered as a viable alternative to driving and identifies future off-road and shared user paths and a Strategic Cycling Corridor to deliver on this. Car use will still need to be accommodated for the near future, particularly as most services and facilities are located a significant distance away from residential areas, weather is often inclement and the topography of the town is a challenge for bicycle access. A number of metropolitan councils are trialling the use of e-bikes as an alternative transport option. While Macedon Ranges Shire Council is not considering trialling e-bikes at this time the suggestion is noted. Support for Glen Junor is noted. Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this. The concept plan in the Development Plan Overlay Schedule 19 that applies to the Rural Living Zone includes a future open space corridor with public access tracks along Jacksons Creek. Extensions of this into Gisborne town currently remain limited due to private ownership of the creek reserve, however it is Council's policy to transfer major waterways into accessible public reserves when the opportunity arises.
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Submission 14

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<ol style="list-style-type: none"> Submission seeks detail on truck origin-destination data and whether trucks are moving through town and/or stopping in town. Suggests linking the Princess Freeway to the Calder Freeway. 	<ol style="list-style-type: none"> <p>The Gisborne Futures plan considered all vehicle movements, including heavy vehicle movements.</p> <p>Origin-destination (O/D) surveys were undertaken to gain an understanding of the more significant vehicle movements, including heavy vehicles, into and through the Gisborne area. These surveys focussed on movements through town and did not pick up on points of origin or destinations further afield.</p> <p>The OD data indicated that there is a higher demand for all vehicles travelling through town from the west and north to Bacchus Marsh Road and Melton Road, and for cars travelling from both directions on the freeway into the town centre.</p> <p>The higher demand through town from the west reflects the fact that there are no alternative routes to Bacchus Marsh or Melton from the west as far back as Kyneton, whereas there are a number of alternative and more direct access to these towns from the east.</p> <p>A link between Princess Freeway and the Calder is outside the scope of investigation for the Gisborne Structure Plan. There is a Public Acquisition Overlay that indicates potential land set aside for a connection from the Princes Freeway from south of Little River, to the Western Freeway east of Caroline Springs to the Calder at Diggers Rest.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

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Submission 15

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor Township growth 	<ol style="list-style-type: none"> Support for Glen Junor. Submits it will encourage local builders to adopt more sustainable practices and gives builders a great opportunity to showcase more diverse, purpose built and sustainable housing choices. Does not support township growth in New Gisborne due to eventuality of duplication of Station Road. 	<ol style="list-style-type: none"> Support noted for Glen Junor is noted. Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this. Concerns that the duplication of Station Road could alter the character of Gisborne are valid. Council and RRV commissioned a detailed traffic model to test a number of options to determine what potential infrastructure projects could deliver the most benefit to the township. The refresh of the Structure Plan will include a review of the movement infrastructure requirements and principles to support the existing and growing community. Refer to response provided in Section 9 (Movement and transport) for further information on this.
Landscape and Environment <ul style="list-style-type: none"> Trees and vegetation 	Does not support growth in Ferrier Road / New Gisborne area due to traffic increases on Station Road and pressure for future duplication, loss of trees, and township character impacts.	Concerns with the duplication of Station Road and loss of trees are valid. Refer to response above and further discussion on protection of trees in Section 8.2.4: Trees and vegetation. Duplication of Station Road is discussed in Section 9.4.
Movement and Transport <ul style="list-style-type: none"> Duplication of Station Road Western Link Road 	<ol style="list-style-type: none"> Does not support township growth in New Gisborne due to eventuality of duplication of Station Road. Submission supports the idea of the Western Link Road but doesn't believe it will be realistic. Suggests growth east of the town would relieve traffic impacts on Station Road and negate the need for the Western Link Road. 	<ol style="list-style-type: none"> Submission noted. Please refer to Section 9.4: Duplication of Station Road The traffic modelling exercise has provided Council with a tool to consider the future need for this road. Further discussion is provided in provided in Section 9.3 Western Link Road.

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Submission 16

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth 	<p>Does not support township growth "Macedon ranges is country and wants to remain country."</p> <p>Would like a vote for/against growth.</p> <p>Concern with lack of infrastructure for growth, including traffic, parking, space on trains, childcare and schools.</p>	<p>Gisborne is identified in State and Local policies as a regional centre that is promoted for growth. It is not the role of the Structure Plan to change or alter the position of Gisborne within the Macedon Ranges settlement hierarchy.</p> <p>A key task for the Gisborne Futures project is to establish a longer term framework for that sets out a vision for Gisborne as a 'regional centre' that responds to neighbourhood, landscape and township values, while also setting a settlement boundary that will be protected through state legislation. If the current township boundary was considered sufficient it would have been locked in through the preparation of the Statement of Planning Policy. Refer to further discussion in Section 4 Setting a protected settlement boundary).</p>

Submission 17

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	<p>Support for Glen Junor.</p> <p>Submitter engaged to lead Glen Junor's biodiversity and climate change sensitive design, to establish community common areas created through restoration of endemic natural systems, including:</p> <ul style="list-style-type: none"> 50% land dedicated to biodiversity restoration community food garden threatened species hub walkways and cycle paths and other outdoor activities and facilities designed to enhance the human condition and community. 	<p>Support noted for Glen Junor is noted. Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>

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Submission 18

Theme	Summary	Response
Landscape and Environment <ul style="list-style-type: none"> Wildlife 	Concerned with kangaroos being hemmed in by development, submits that wildlife protection needs to be considered as part of the plans.	<p>Further work on the Structure Plan will include analysis and mapping of known wildlife habitats and include objectives, strategies and/or actions in the Structure Plan that specifically address these.</p> <p>This is discussed further in Section 8.6:</p> <p>Wildlife</p>

Submission 19

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary 	<p>Submission seeks inclusion of property in township boundary.</p> <p>Submission seeks the opportunity to prepare a proposal similar to that provided by Glen Junor.</p>	A review of the township boundary investigation areas and comment on the suitability of the subject site is provided in Section 4 (Setting a protected settlement boundary).
Economic and Employment Growth <ul style="list-style-type: none"> Gisborne Business Park 	<p>Submits that the plans do not adequately provide for industrial land over the 30 year horizon, and that the Business Park will eventually be land-locked.</p> <p>The submission does not support rezoning of industrial land north of the railway line for residential purposes to maintain industrial land supply and proposes rezoning of land west of Station Road as an alternative residential land supply.</p>	<p>The Economic and Employment Analysis has considered the longer-term implications to industrial land supply in tandem with rezoning the industrial land north of the railway line for residential purposes.</p> <p>The structure plan will revisit the layout and land use arrangement of the business park as part of the structure plan revision.</p> <p>This is discussed in Section 7.5 (Future direction for the Gisborne Business Park) and Section 4.8 (How much commercial or industrial land do we need?)</p> <p>Action</p> <ul style="list-style-type: none"> Review layout of business park and residential development in Investigation Area 1

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Submission 20

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	Support for Glen Junor. Submission in recognition of Harry White's legacy with the property.	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.

Submission 21

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	Support for Glen Junor. Supports mental health and wellbeing for youth, advocates for positive mental health change through social enterprise PukaUp. Support reasons include access to nature, green open spaces, walkability, safe pro-social places and affordability that will have a major positive impact on mental health and wellbeing.	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.

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Submission 22

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Growth Township character Housing framework change areas 	<p>Submits that growth in Gisborne is a result of United Nations agendas that push for the growth of 'megacities'. Concerned with growth and impacts on township character.</p> <p>Submission highlights that Gisborne has its own unique features namely rolling hills, space, quiet, green, beautiful landscapes and mature trees.</p> <p>Submission acknowledges benefits in a town being able to 'provide a full range of accommodation' but does not want to see this delivered at the expense of township character. Concerned that higher densities will ruin township amenity.</p> <p>Would like any new development to be screened off by attractive and interesting tree plantings so that they do not contrast with the unique characteristics of Gisborne.</p>	<p>Gisborne is identified in State and Local policies as a regional centre that is promoted for growth. It is not the role of the Structure Plan to change or alter the position of Gisborne within the Macedon Ranges settlement hierarchy.</p> <p>A key task for the Gisborne Futures project is to establish a longer term framework for that sets out a vision for Gisborne as a 'regional centre' that responds to neighbourhood, landscape and township values, while also setting a settlement boundary that will be protected through state legislation.</p> <p>Refer to discussions on growth and character in Section 4 Setting a protected settlement boundary and Section 5: Planning for housing.</p>
Landscape and Environment <ul style="list-style-type: none"> Trees and vegetation Landscape, views Entrances and edges 	<p>Submission highlights that Gisborne has unique features including rolling hills, space, quiet, green, beautiful landscapes and mature trees. Concerned with the visual impact of new 'suburban' style housing on these values and seeks improved screening and tree planting around new development areas.</p>	<p>The Structure Plan nominates landscape buffers and provision of large lots at the edges of development to maintain a semi-rural character as viewed from entrance roads. Diagrams, sections or illustrations of the 'landscape buffers' and preferences for sound attenuation and a built form/urban design response along freeway interfaces can be included in revised Structure Plan. Refer to Section 8.3 Township edges and entrances.</p>

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Submission 23

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<ol style="list-style-type: none"> Submits that Wallaby Run area needs more lighting and that concrete island at intersection of Station Road needs to be more visible. Submits that the bridge over Jacksons Creek on Station Road should be updated. Requests road connection from McKim Road to Black Avenue. 	<ol style="list-style-type: none"> Noted, feedback has been referred to Council's engineering unit. The bridge over Jacksons Creek has been identified as in need of an upgrade from a pedestrian safety perspective. A road connection between McKim Road and Black Avenue has not been provided due to concerns it will create a 'rat-run' from Station Road to Kilmore Road, via The Boulevard. These roads have not been constructed to perform this connector role. A temporary connection has been provide for the duration of roadworks at the intersection of Kilmore and Melbourne Roads (as of July 2022).

Submission 24

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	<p>Support for Glen Junor.</p> <p>Support reasons include creation of space for the environment, public living, preservation of the past and integration of shared paths.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>

Submission 25

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	<p>Support for Glen Junor.</p> <p>Support reasons include focus on improving the quality of life for youth and proposed youth innovation hub.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>

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Submission 26

Theme	Summary	Response
Settlement boundary <ul style="list-style-type: none"> Glen Junor Township growth 	<ol style="list-style-type: none"> Support for Glen Junor. Support reasons include generous open space and access to Jacksons Creek. Raises concern that recent developments have offered very little back to the community in the way of amenities and infrastructure, just more houses and traffic. 	<ol style="list-style-type: none"> Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this. Planning for township growth includes land use planning for commercial, employment and residential land, along with community services and infrastructure to support economic and social growth. The protection of township character, significant landscape and environmental values are also embedded in the planning process. See Section 4.1.

Submission 27

Theme	Summary	Response
Settlement boundary <ul style="list-style-type: none"> Glen Junor 	Support for Glen Junor.	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.
Planning for housing <ul style="list-style-type: none"> Township character 	<p>Submission highlights references to Glen Junor in the <i>Gisborne Futures Phase 1 and 2 Engagement Summary</i> (Ethos Urban, 2019).</p> <p>Concern that not enough effort is being put into development that improves the standard of housing development.</p>	It is acknowledged that the plan could include further detail on the character outcomes, an action is included in Section 5.2 (Township character) to prepare precinct plans for Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township.

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Submission 28

Theme	Summary	Response
Settlement boundary <ul style="list-style-type: none"> Glen Junor 	<p>Support for Glen Junor.</p> <p>Support reasons include legacy of Harry White, community engagement, local habitat and environment preservation, walking and bicycle trails, diversity of block sizes, access to road infrastructure and train stations.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>

Submission 29

Theme	Summary	Response
Settlement boundary <ul style="list-style-type: none"> Glen Junor Township growth 	<p>Support for Glen Junor.</p> <p>Would like to see Glen Junor prioritised as there will be less traffic growth and pressure on Station Road. Supports development of Glen Junor as an alternative. Also supportive of Glen Junor's plan for youth, open spaces, access along Jacksons Creek and cycling networks.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>
Economic and Employment Growth <ul style="list-style-type: none"> Activity centres 	<p>Submits there is a clear need for commercial premises in the south of Gisborne.</p>	<p>Agreed, an activity centre is planned for Willowbank Road. Refer to Section 7.3.</p>
Movement and Transport <ul style="list-style-type: none"> Duplication of Station Road 	<p>Concern that housing development west of Station Road will further increase traffic congestion, supports development of Glen Junor as an alternative.</p>	<p>Access along Hamilton Road and potential for traffic to divert to Pierce/Kilmore Roads to provide an alternative route to Station Road is a consideration in the assessment of future township boundary investigation areas in Section 4 (Setting a protected settlement boundary).</p>

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Submission 30

Theme	Summary	Response
Settlement boundary <ul style="list-style-type: none"> Glen Junor 	Summary Support for Glen Junor. Support reasons include bicycle and walking paths	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.
Economic and Employment Growth <ul style="list-style-type: none"> Activity centres 	Concern with lack of commercial offer to service the large number of homes to the south of Gisborne.	An activity centre is proposed on the corner of Brady Road and Willowbank Road in the south of Gisborne. This site was nominated in the 2009 ODP and is zoned General Residential Zone – Schedule 1 (GRZ1). The residential zoning has restricted the capacity of the site to be developed for commercial purposes. The Gisborne Futures plan will implement recommended actions from the ODP to rezone the site to Commercial 1 Zone, and introduce a Design and Development Overlay to guide preferred built form outcomes. Submission noted as support for proposed activity centre.
Movement and Transport <ul style="list-style-type: none"> Walking and cycling 	Submission concerned with lack of safe bicycle infrastructure to the south of Gisborne. Requests a bike path through or around the Willows estate.	The Walking and Cycling map (Figure 15) on p.47 of the draft Gisborne Futures Structure Plan illustrates a network of proposed off-road and shared user paths. This includes links into new development areas, and development of recreational 'loops' around town. The development plan for the Willows Estate includes a shared path network that circumnavigates the site. Further information on the approved development plan (39 Willowbank Road) is available on Council's website.

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Submission 31

Theme	Summary	Response
Settlement boundary <ul style="list-style-type: none"> Glen Junor Township growth 	<p>Submitter does not believe in the exclusion of new people coming into our community and that more people will "ruin the rural feel and heritage" of Gisborne.</p> <p>Submits that new developments need to offer some sort of value and benefits to the community, not just adding to the already existing problems in the town.</p> <p>Support for Glen Junor.</p> <p>Support reasons include diversity, welcoming the need for growth and change for benefits it will bring including tourism, employment for young people, innovative ideas, community and environmental outcomes, creative and thoughtful design of planning and future developments.</p>	<p>Submission noted.</p> <p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>
Movement and Transport <ul style="list-style-type: none"> Duplication of Station Road 	<p>Does not support duplication of Station Road.</p> <p>Concern that housing development close to Station Road will increase pressure for duplication, supports development of Glen Junor as an alternative.</p>	<p>Concerns about the duplication of Station Road are noted. This and other matters related to movement and transport are discussed in Section 9.</p> <p>Access along Hamilton Road and potential for traffic to divert to Pierce/Kilmore Roads to provide an alternative route to Station Road is a consideration in the assessment of future township boundary investigation areas in Section 4 (Setting a protected settlement boundary).</p>

Submission 32

Theme	Summary	Response
Settlement boundary <ul style="list-style-type: none"> Glen Junor 	<p>Support for Glen Junor.</p> <p>Support reasons include restoration of the Jacksons Creek environs and provision of new walking trails, open space, neighbourhood centre and that the developers are people from the community.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>

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Submission 33

Theme	Summary	Response
Settlement boundary <ul style="list-style-type: none"> Glen Junor 	<p>Support for Glen Junor.</p> <p>Submitter is a local real estate agent who support the housing diversity being offered, the diversity of the homes, diversity of housing density, the open space and the facilities (neighbourhood shops, school, farm garden etc), and supply of homes to suit young people, elderly, single or two people households.</p> <p>Supportive of business model to use the development to directly address community, environmental and/or social challenges.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>
Planning for housing <ul style="list-style-type: none"> Housing diversity, density and affordability 	<p>Submission acknowledges need for greater housing diversity in Gisborne.</p>	<p>Submission noted. Planning for housing needs to be inclusive and cater for a diverse community, and this involves planning for housing choice to suit a range of household types and budgets. This is discussed in Section 5.3: Housing diversity, density and affordability.</p>

Submission 34

Theme	Summary	Response
Settlement boundary <ul style="list-style-type: none"> Glen Junor 	<p>Support for Glen Junor.</p> <p>Support reasons include reduced traffic pressure on Station Road, provision of public open space, access to Jacksons Creek and Gisborne Gorge and housing choices for diverse community.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>
Economic and Employment Growth <ul style="list-style-type: none"> Activity centres 	<p>Submission supportive of neighbourhood centres.</p>	<p>Support noted.</p>

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Movement and Transport <ul style="list-style-type: none"> Walking and cycling Duplication of Station Road 	<ol style="list-style-type: none"> Submission supportive of plans for developing cycle paths as a priority and trying to encourage less traffic. Does not support duplication of Station Road, loss of trees and impact on town character. Concern that housing development west of Station Road will increase pressure for duplication, supports development of Glen Junor as an alternative. 	<ol style="list-style-type: none"> Support noted. Concerns about the duplication of Station Road are noted. This and other matters related to movement and transport are discussed in Section 9. Access along Hamilton Road and potential for traffic to divert to Pierce/ Kilmore Roads to provide an alternative route to Station Road is a consideration in the assessment of future township boundary investigation areas in Section 4 (Setting a protected settlement boundary).
Urban Design Framework Building heights	<p>Submitter does not support building heights proposed in the UDF, would like to see the building heights limited to a max of 3 storeys.</p>	<p>The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response.</p> <p>Refer response to Section 12.3: Building heights.</p>

Submission 35

Theme	Summary	Response
Settlement boundary <ul style="list-style-type: none"> Glen Junor 	<p>Support for Glen Junor.</p> <p>Support reasons include combination of smart housing, sustainable living opportunities, care for the environment, business / employment opportunities, community focused infrastructure and a tribute to Harry White.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>

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Submission 36

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor Township growth 	<p>Support for Glen Junor.</p> <p>Support reasons include walking and cycling paths, parklands, Harry White legacy, reduces traffic pressure on Station Road.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>
Planning for Housing <ul style="list-style-type: none"> Township character 	<p>Submits that there is an urgent need to preserve the character of Gisborne and states “we can’t keep building like suburban Melton.”</p>	<p>It is acknowledged that the plan could include further detail on the character outcomes, an action is included in Section 5.2 to prepare precinct plans for Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township.</p> <p>Refer to response provided Section 5.2 Township character.</p> <p>Note too that planning for housing needs to be inclusive and cater for a diverse community, and this involves planning for housing choice to suit a range of household types and budgets. See Section 5 (Planning for housing) for further discussion on this.</p>
Landscape and Environment <ul style="list-style-type: none"> Trees and vegetation Duplication 	<p>Does not support duplication of Station Road, loss of trees and impact on town character. Concern that housing development west of Station Road will increase pressure for duplication, supports development of Glen Junor as an alternative</p>	<p>Concerns with the duplication of Station Road and loss of trees are noted. This is further addressed in Section 9 (Movement and Transport).</p>
Movement and Transport <ul style="list-style-type: none"> Duplication of Station Road 	<p>Does not support duplication of Station Road.</p> <p>Concern that housing development west of Station Road will increase pressure for duplication, supports development of Glen Junor as an alternative</p>	<p>Concerns about the duplication of Station Road are noted. This and other matters related to movement and transport are discussed in Section 9.</p> <p>Access along Hamilton Road and potential for traffic to divert to Pierce/ Kilmore Roads to provide an alternative route to Station Road is a consideration in the assessment of future township boundary investigation areas in Section 4 (Setting a protected settlement boundary).</p>

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Submission 37

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Glen Junor Township growth 	<p>Support for Glen Junor.</p> <p>Support reasons include celebration of Harry White legacy, opportunity to establish a commercial business on the site and general economic growth opportunities that arise from the development. Includes reference to places that supply convenience, share work spaces, access to local produce, rural lifestyle experiences and community socialisation.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>
Economic and Employment Growth <ul style="list-style-type: none"> Activity centres 	<p>Submission supportive of future neighbourhood centres, reasons include encouragement of commercial business opportunities within walking distance for residents.</p>	<p>Support noted.</p>

Submission 38

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Glen Junor Township growth 	<p>Submission generally supports integrating growth with urban design, care for the environment, recognition of indigenous history, transport and the natural environment.</p> <p>Does not support growth in New Gisborne due to pressure on Station Road. Supports development of Glen Junor as an alternative.</p> <p>Support reasons include achieving aspirations set out in the Gisborne Futures plans, great urban design, variety of land sizes, preservation of Jacksons Creek, Harry White legacy, focus on walking and cycling and reduced car dependency. Concern with increase in traffic on Station Road with other options.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>
Planning for Housing <ul style="list-style-type: none"> Township character 	<p>Concerned New Gisborne growth areas will develop as 'standard cookie cutter' developments.</p>	<p>It is acknowledged that the plan could include further detail on the character outcomes, an action is included in Section 5.2 to prepare precinct plans for Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township.</p>

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Economic and Employment Growth <ul style="list-style-type: none"> Gisborne Business Park 	<p>Submission supports expansion of the Business Park and hopes it generates new employment opportunities.</p>	<p>Support noted.</p>
Landscape and Environment <ul style="list-style-type: none"> Trees and vegetation 	<ol style="list-style-type: none"> Supports aspirations for Gisborne, including integrating growth with urban design, care for the environment, recognition of our indigenous history, transport and the natural environment. Does not support duplication of Station Road and loss of trees. Concern that housing development in New Gisborne will increase pressure for duplication, supports development of Glen Junor as an alternative. 	<ol style="list-style-type: none"> Support noted. Concerns about the duplication of Station Road are noted. This and other matters related to movement and transport are discussed in Section 9. <p>Access along Hamilton Road and potential for traffic to divert to Pierce/ Kilmore Roads to provide an alternative route to Station Road is a consideration in the assessment of future township boundary investigation areas in Section 4 (Setting a protected settlement boundary).</p>
Movement and Transport <ul style="list-style-type: none"> Duplication of Station Road 	<p>Does not support growth in New Gisborne, reasons include pressure on Station Road, congestion and loss of trees. Supports development of Glen Junor as an alternative.</p>	<p>Concerns about the duplication of Station Road are noted. This and other matters related to movement and transport are discussed in Section 9.</p> <p>Access along Hamilton Road and potential for traffic to divert to Pierce/ Kilmore Roads to provide an alternative route to Station Road is a consideration in the assessment of future township boundary investigation areas in Section 4 (Setting a protected settlement boundary).</p>

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Submission 39

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Glen Junor 	Support for Glen Junor. Support reasons include opportunity to link open space to new public space down stream from Kilmore Road by extending the existing path following Jacksons Creek and under the Calder Freeway to Glen Junor	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.
Landscape and Environment <ul style="list-style-type: none"> Environmental values, waterways Walking, cycling 	Submission in support for more walking and cycling paths along creeks and rivers, including extension of Jacksons Creek path to Glen Junor.	Support noted. The extension of a path along Jacksons Creek to the east would be subject to acquisition of private land to deliver a public link.
Movement and Transport <ul style="list-style-type: none"> Walking and cycling 	Submission in support of walking and cycling paths along waterways and open space, including extension of access along Jacksons Creek to Glen Junor.	Support noted

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Submission 40

Theme	Summary	Response
Landscape and Environment <ul style="list-style-type: none"> Environmental values, biodiversity, habitat 	<ol style="list-style-type: none"> Supportive of elements of the plan which preserve the unique character of Gisborne, preserve the natural environments and enhance biodiversity. Concerned with impact of Western Link Road on the environment, heritage, and Aboriginal and cultural interests, existing wetlands, wildlife corridors, waterways, visual impact on landscape etc. 	<ol style="list-style-type: none"> Support noted. Concerns with environmental impacts of the Western Link Road are noted. These concerns are addressed in Section 9.3 Western Link Road.
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission does not support the Western Link Road.</p> <p>Concerns with impacts on landscape and environmental values, biodiversity, habitat and land zoned for rural conservation, trees and vegetation, edges and entrances to town.</p> <p>Submits that greater consideration should be given to exploring alternative routes to divert traffic away from Gisborne onto existing freeways and that that Council should work with state government to divert traffic away from country towns.</p> <p>Concerned that the Cardno Traffic and Transport Report is too focussed on traffic management and lacks appreciation of Gisborne resident's values and goals, and the towns priorities for protecting the natural environment and town character.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

Submission 41

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Housing diversity, density and affordability 	<p>Submission concerned with potential increase in multi-unit developments that would see existing character of Gisborne change to how the Rodney Street precinct has evolved.</p>	<p>Planning for housing needs to be inclusive and cater for a diverse community, and this involves planning for housing choice to suit a range of household types and budgets. This is discussed in Section 5.3 Housing diversity, density and affordability.</p> <p>Character outcomes and proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.</p>

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Landscape and Environment <ul style="list-style-type: none"> Environmental values, biodiversity, habitat 	Concern with unit development and loss of trees/habitat for wildlife.	Refer to response provided in Section 8.6 Wildlife
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Submission 42

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary 	<p>Submission requesting inclusion of property to the west of town (off Bacchus Marsh Road) in the proposed township boundary.</p> <p>Seeks alternative 'village' style development outcomes, including expansion of Jacksons Creek linear open space, walking trails and enlargement of the Gisborne 'Botanic Garden' concept.</p>	<p>Subject property is included as an investigation area and is assessed in Section 4.4.</p> <p>The site contains landscape values and environmental sensitivity represented through the Rural Conservation Zone and Vegetation Protection Overlays. Other concerns include visual impact on sensitive landscape at township entrance, flooding concerns.</p> <p>The Gisborne Futures project is not seeking to provide for further rural residential or large lot expansion on the edges of town, and policy direction is for growth to be focussed in New Gisborne.</p> <p>Based on the above constraints the site did not score highly for inclusion in the township boundary.</p>

Submission 43

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary 	<p>Submission on behalf of landowner with properties to the south of Brooking Road seeking inclusion in the township boundary. Reasons include:</p> <ul style="list-style-type: none"> good road connectivity access to reticulated services proximity to new primary school proximity to new open space (at Willow) and no impact on Mount Gisborne significant landscape. 	<p>Land to the south of Brooking Road has not been considered for future township expansion.</p> <p>The selection criteria for inclusion in the township boundary and comment on requests for inclusion south of Brooking Road are provided in Section 4 (Setting a protected settlement boundary) and Section 4.6: Land south of Brooking Road.</p>

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Submission 44

Theme	Summary	Response
Settlement boundary <ul style="list-style-type: none"> Township growth Township boundary 	<ol style="list-style-type: none"> Submits that the plan does not provide for enough growth, and that it will be a waste of time and resources if it needs to be done again in the medium-term. Requests rezoning of property from Rural Living Zone to Low Density Residential Zone. Submission requests review of minimum lot sizes in the Rural Living Zone south of Gisborne. 	<ol style="list-style-type: none"> Land supply and demand is to be reviewed in second draft of plans, refer to discussion in Section 4.7. Site specific rezoning request is beyond the scope of the Structure Plan and should be considered as a proponent led rezoning request. Land to the south of Brooking Road has not been considered for future township expansion. The selection criteria for inclusion in the township boundary and comment on requests for inclusion south of Brooking Road are provided in Section Section 4 (Setting a protected settlement boundary) and Section 4.6: Land south of Brooking Road. This Gisborne Futures plan is investigating future township residential land and is not proposing to make changes to the Rural Living Zone in Gisborne South. Land south of Brooking Road is Rural Living Zone is guided by Council's In the Rural Living Zone strategy (2015).

Submission 45

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<p>Submission raises existing and future congestion, safety and general access issues with the intersection of Cherry Lane and Station Road. Concerned with the development at 89 Ross Watt Road and the need to upgrade Cherry Lane.</p> <p>Submission suggests consideration of options including a left turn lane northbound out of Cherry Lane, a mini-roundabout or traffic lights.</p>	<p>An upgrade to the intersection of Cherry Lane and Station Road, and upgrade of Cherry Lane and Swinburne Avenue to collector road status is identified on page 44 of the draft Structure Plan.</p> <p>The form and design of this is subject to future design investigation and Development Plan application.</p>

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Submission 46

Theme	Summary	Response
Landscape and Environment <ul style="list-style-type: none"> Parks, open space 	Submission seeks upgrades to Sankey Reserve including drainage.	<p>Council is currently reviewing its Open Space Strategy. This will provide clear direction to Council on current and future open space requirements.</p> <p>Feedback on condition and maintenance issue has been referred to Council's Open Space department.</p>
Community Infrastructure <ul style="list-style-type: none"> Education 	Submission enquires whether an additional secondary school is being considered.	<p>The Department of Education and Training (DET) was contacted during the early stages of the project (2018) seeking advice on the education needs of Gisborne as it grows. The advice received was that there would not be sufficient demand for an additional state secondary school. Section 11 (Education and community services) includes an action to follow up with DET to check if previous advice has changed.</p>

Submission 47

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	<p>Support for Glen Junor.</p> <p>Support reasons include walking and cycling paths to encourage mental health and wellbeing, care for the environment through support of climate change mitigation.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>
Movement and Transport <ul style="list-style-type: none"> Walking and cycling 	Submission seeks better walking and cycling infrastructure.	<p>Council has a Cycling and Walking Strategy (2014) that provides guidance on the type and location of walking and cycling infrastructure.</p> <p>The Gisborne Futures plans have identified a number of key missing links throughout the township that will assist to provide recreational "loops" and a connected off-road shared path network. Council is incrementally constructing footpaths in older estates and subdivisions, as funding allows. Proposed upgrades to walking and cycling infrastructure is highlighted on Page 47 of the Structure Plan.</p>

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Submission 48

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Glen Junor 	Support for Glen Junor. Support reasons include reduced traffic pressure and congestion on Station Road by achieving aspirations set out in the Gisborne Futures Plan. Delivery of Glen Junor will raise quality development in Gisborne, high level of community consultation.	Support noted for Glen Junor is noted. Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021 Refer to response provided in Section 4.5: Glen Junor.
Movement and Transport <ul style="list-style-type: none"> Duplication of Station Road 	Does not support growth in New Gisborne, reasons include pressure on Station Road, congestion and loss of trees. Supports development of Glen Junor as an alternative.	Concerns about the duplication of Station Road are noted. This and other matters related to movement and transport are discussed in Section 9. Access along Hamilton Road and potential for traffic to divert to Pierce/ Kilmore Roads to provide an alternative route to Station Road is a consideration in the assessment of future township boundary investigation areas in Section 4 (Setting a protected settlement boundary).

Submission 49

Theme	Summary	Response
Settlement boundary <ul style="list-style-type: none"> Glen Junor 	Support for Glen Junor. Support reasons include focus on improving the quality of life for youth and proposed youth innovation hub. Elevate Strategy Action Items, walking and cycling paths, home affordability and employment opportunities.	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.

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Submission 50

Theme	Summary	Response
Urban Design Framework <ul style="list-style-type: none"> Car parking 	Submission raises concern with existing lack of car parking around Gisborne Central (Coles) bound by Brantome, Aitken and Robertson Streets. Cites concerns with adequacy of supply for Aquatic Centre and on market days.	<p>The northern end of Brantome Street does experience high demand for parking. Staff using car parking for longer stays results in a lower turn-over rate of spaces and is contributing to a lack of short-term capacity on the centre.</p> <p>Unrestricted car parking is available in John Aitken Reserve opposite. It is acknowledged that Aitken Street is busy at peak times and the plans include a signalised intersection to make crossing safer.</p> <p>Section 12.4</p> <p>Car parking) discusses existing supply and opportunities for additional parking.</p>

Submission 51

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	<p>Support for Glen Junor.</p> <p>Support reasons include Glen Junor to be prioritised to improve walking and cycling paths, improve local services, activity centres and Gisborne Township through controlled development standards.</p>	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.
Economic and Employment Growth <ul style="list-style-type: none"> Activity centres 	Submission supportive of neighbourhood centres.	Submission noted.
Movement and Transport <ul style="list-style-type: none"> Walking and cycling 	Submission in support of more and safer bicycle and walking paths – these should be a priority.	Support noted.

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Submission 52

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	Support for Glen Junor. Support reasons include welcoming the need for the sustainable use and development of Glen Junor land, celebration of Harry White legacy.	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.

Submission 53

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor Covid-19 	Support for Glen Junor. Support reasons include development of sustainable and resilient communities, mixed-age neighbours. 4.	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.
Phase 3 Consultation <ul style="list-style-type: none"> Covid-19 	Comments on impacts of Covid-19	Consideration of the impacts of Covid-19 is included in discussion in Section 2.3: Feedback on consultation and pandemic response.
Economic and Employment Growth <ul style="list-style-type: none"> Gisborne Business Park 	Submission supports expansion of the Business Park and hopes it generates new employment opportunities.	Support noted.
Landscape and Environment <ul style="list-style-type: none"> Parks, open space 	Supportive of expansion of trail along Jacksons Creek. Supportive of parks being protected from car parking expansion.	Support noted.
Movement and Transport <ul style="list-style-type: none"> Walking and cycling 	Submission supports extension of access along Jacksons Creek to the west and east into Glen Junor.	Support noted. Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. The concept plan in the Development Plan Overlay Schedule 19 that applies to the Rural Living Zone includes a future open space corridor with public access tracks along Jacksons Creek. Extensions of this into Gisborne town currently remain limited due to private ownership of the creek reserve.

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Urban Design Framework <ul style="list-style-type: none"> Land use Car parking 	<ol style="list-style-type: none"> Submission in support of encouraging semi-industrial businesses on Robertson Street to move to the Business Park to free up land for commercial, retail or residential buildings. Submission surprised at disregard for increased car parking, though supports the plan's refusal to consider the park areas as potential sites. 	<ol style="list-style-type: none"> Feedback noted. Section 12.4: Car parking discusses existing supply and opportunities for additional parking.
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Submission 54

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	Support for Glen Junor. Support reasons include (Serenbe) welcoming the need for the sustainable and climate mitigation orientated development plan of Glen Junor.	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.

Submission 55

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	Support for Glen Junor. Support reasons include biodiversity and nature-based design.	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.

Submission 56

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	Support for Glen Junor. Support reasons include environmental design, housing diversity and affordability, walking and cycling connectivity, biodiversity plan.	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.

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Submission 57

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth Township boundary 	Does not support expansion of township boundaries.	<p>Gisborne is identified in State and Local policies as a regional centre that is promoted for growth. It is not the role of the Structure Plan to change or alter the position of Gisborne within the Macedon Ranges settlement hierarchy.</p> <p>A key task for the Gisborne Futures project is to establish a longer term framework for that sets out a vision for Gisborne as a 'regional centre' that responds to neighbourhood, landscape and township values, while also setting a settlement boundary that will be protected through state legislation. If the current township boundary was considered sufficient it would have been locked in through the preparation of the Statement of Planning Policy. Refer to further discussion in Section 4 (Setting a protected settlement boundary) and Section: 4.1 Township growth.</p>
Landscape and Environment <ul style="list-style-type: none"> Wildlife 	Submission concerned about the impact on wildlife, road kill rates and that wildlife corridors will not address this adequately. Suggests mitigation such as 'sonic booms', especially on Bullengarook Road.	<p>Detailed management of wildlife is beyond the scope of a structure plan, however any future development will require preparation of a flora and fauna assessment that identifies existing vegetation, fauna and natural drainage lines to be protected and enhanced in the subdivision design.</p> <p>Analysis and mapping of known wildlife habitats and objectives, strategies and/or actions in the Structure Plan that specifically address these will be considered in the re-draft.</p> <p>Further discussion on wildlife is available at Section 8.6:</p> <p>Wildlife</p>

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Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<p>Submission concerned that the plan does not adequately address the impact of expansion on already congested road network.</p>	<p>Gisborne's roads experience congestion at peak periods. SIDRA modelling has shown that while there is queuing at key intersections during these periods, traffic flows and the general network are still operating within capacity.</p> <p>The refresh of the Structure Plan will include a review of the movement infrastructure requirements and principles to support the existing and growing community.</p> <p>Refer to response provided in Section 9.1 (Road Infrastructure and traffic) for further information on this.</p>
Urban Design Framework <ul style="list-style-type: none"> Building heights 	<p>Submitter not supportive of building heights proposed in the UDF, concerned of impact on the 'village' township would destroy the country feel.</p> <p>Seeks protection of trees within the town centre and streetscapes.</p>	<p>The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response.</p> <p>Refer response to Section 12.3 Building heights.</p> <p>Further discussion on topics relevant to the UDF are provided in Section 12.</p>

Submission 58

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Township character 	<p>Submission states that under the current plans Gisborne is 'just going to be another suburb of Melbourne with all the associated problems and lack of rural community soul'.</p>	<p>It is acknowledged that the plan could include further detail on the character outcomes, an action is included in Section 5.2 to prepare precinct plans for Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township.</p>

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Submission 59

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

Submission 60

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary 	Submission requesting inclusion of two properties in township boundary, and extension of boundary to Payne Road.	Township boundary investigation areas have been reassessed in Section 4 (Setting a protected settlement boundary). This section contains a recommended boundary for future land use investigations.

Submission 61

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary 	Submission supports inclusion of property in township boundary.	Submission noted. Refer to further discussion provided in Section 4 (Setting a protected settlement boundary).

Submission 62

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary 	Submission supports inclusion of property in township boundary.	Submission noted. Refer to further discussion provided in Section 4 (Setting a protected settlement boundary).

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Submission 63

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth 	Concern with new subdivision in and around Gisborne: no wide streets, no room to have street trees, no green spaces, just roof after roof after roof, and that the 'country' look and feel of the town is lost.	Submission noted. Refer to response provided in Section 4.1: Township growth.
Planning for Housing <ul style="list-style-type: none"> Township character Housing framework Housing diversity, density and affordability Covid-19 	<ol style="list-style-type: none"> Submission objects to any residential building above 2 storeys in Gisborne, particularly close to the Gisborne town centre. Does not believe that small dwellings will fix housing affordability. New 2 storey units cost more than the smaller homes on the market. Submits that with social distancing requirements people will want more space, not less, and the current plans will deter people from wanting to move here. 	<ol style="list-style-type: none"> Refer to response provided in Section: 5.4 Housing framework change areas. Refer to response provided in Section 5.3 Housing diversity, density and affordability. The plans will be updated to consider the 2021 Census data which is reflective of the of Covid-19 discussion in Section: 2.3 Feedback on consultation and pandemic response
Neighbourhood character <ul style="list-style-type: none"> GRZ / Precinct 3 	Submission does not support three storey buildings in residential areas, particularly around Turanga Road, Fisher, Howey, Stephen, Calthorpe Streets.	Submission noted. Refer to response provided in Section 6.1.3 Precinct 3 and the General Residential Zone.
Landscape and Environment <ul style="list-style-type: none"> Trees and vegetation 	<ol style="list-style-type: none"> Submission concerned that so many trees have been lost including the huge trees around Gisborne oval, along Melbourne Road, Calthorpe Street, along Jacksons Creek and Aldi site. Submission concerned with lack of tree planting in new estates and loss of township character. 	<ol style="list-style-type: none"> Council's Tree Management Policy seeks to maintain and enhance trees in public spaces, including street trees, parks and reserves. The policy contains criteria that must be met for tree removal, including whether a tree is dead, dying or diseased. Any trees to be removed are replaced in accordance with the policy. While it will take some time for trees to establish and become a dominant part of the residential character in new developments, existing planning scheme controls require that future trees and landscaping be provided as part of new development. Refer also to response in 8.2.4 Trees and vegetation.

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Urban Design Framework <ul style="list-style-type: none"> Building heights 	<p>Submitter does not support building heights proposed in the UDF, would like to see the building heights limited to 2 storeys, or a maximum of 3 if necessary and only if significantly set back.</p>	<p>The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response.</p> <p>Refer response to Section 12.3: Building heights.</p>
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Submission 64

Theme	Summary	Response
Landscape and Environment <ul style="list-style-type: none"> Entrances and edges 	<p>Concern with maintenance of township entrances (Melbourne Road) and overgrown footpaths in town.</p> <p>Submission suggests improvements to the appearance of township entrances including Melbourne Road, the Hamilton Street/Aitken Street fountain. Requests improved maintenance and planting of annuals to give the town more 'polish'.</p>	<p>Comments largely relate to maintenance and have been forwarded on to Council's operations team.</p> <p>An action to consider improved landscaping and welcoming township signage at key entry points may be included in the Urban Design Framework.</p>
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<p>Submission states that with the growth that is planned roads and infrastructure will be key to liveability. The current plans do not clearly show how this will be managed, and requests further clarity.</p>	<p>Gisborne's road experience a degree of congestion at peak periods. SIDRA modelling has shown that while there is queuing at key intersections during these periods, traffic flows and the general network are still operating within capacity.</p> <p>The plans include key intersection and road upgrades that have been identified to support future township growth. The detail to support these is provided in the Cardno Traffic and Transport Report.</p>

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Submission 65

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth Township boundary Glen Junor 	<ol style="list-style-type: none"> Does not support growth for a commuter workforce due to climate change, unsustainable transport outcomes. Requests retraction of proposed township boundary. Does not support Glen Junor. 	<ol style="list-style-type: none"> Township growth is a key component of project scope. This is discussed further in Section: 4.1 Township growth. Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.
Landscape and Environment <ul style="list-style-type: none"> Environmental risks, climate change 	<p>Submission raises that Gisborne Futures plan does not directly address the long term impacts of climate change, and that further growth should not be supported.</p> <p>Submitter does not agree with the plan's claims on being 'sustainable' when it promotes growth as a dormitory suburb for a commuter work force.</p>	<p>The plans recognise that the high number of people that travel outside the Shire for work is an issue and seek to provide more local employment opportunities through an expanded business park and promotion of the Gisborne town centre for business development opportunities.</p> <p>They also contain a number of objectives seeking to reduce use of private vehicles encourage walking and cycling, providing access to shops and services within proximity to living, working and education opportunities. In addition to these, the plans promote principles related to sustainable subdivision design, integrated water management and energy.</p> <p>Refer to response provided in Section: 8.1:</p> <p>Environmental risks – climate change, flooding, fire.</p>

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Submission 66

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Medium density and infill development Township character Housing diversity, density and affordability 	<p>Submitter would prefer that medium density be allocated to new areas where people can move in expecting that form of life style rather than having it imposed on existing areas.</p> <p>Submission raises concerns areas that have a concentration of townhouses and units. Issues include increased traffic, limited parking and a proliferation of rubbish bins along the street on collection day.</p> <p>Concern with infill development and loss of open, semi-rural character in Precinct 6a.</p>	<p>Planning for housing needs to be inclusive and cater for a diverse community, and this involves planning for housing choice to suit a range of household types and budgets. This is discussed in Section 5.3: Housing diversity, density and affordability.</p> <p>Character outcomes and proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6: Neighbourhood character.</p>
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	<p>Pro-forma objection letter to Precinct 6a neighbourhood character controls.</p>	<p>Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6: Neighbourhood character.</p>

Submission 67

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Glen Junor Housing diversity, density and affordability 	<p>Support for Glen Junor.</p> <p>Support reasons include open space design, retaining village character including low scale buildings, sustainability focus, pedestrian safety improvements, youth hub.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>
Planning for Housing <ul style="list-style-type: none"> Housing diversity, density and affordability 	<p>Submits that housing accessibility and affordability are not addressed simply through increasing the numbers of medium density blocks of land for new houses, but require more innovative and integrated policy development.</p>	<p>Agree. The ability to influence this through the planning scheme is limited without much more sweeping policy reforms.</p>

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Landscape and Environment <ul style="list-style-type: none"> Environmental risks, climate change 	<ol style="list-style-type: none"> 1. Submission commends Council for encouraging increasing attention to environmental protection elements and integration with broader community development approaches and policies. 2. Submission highlights that the plans need to recognise significant changes to our planet in terms of global warming, the deteriorating natural environment, increasing fire risks, higher frequency of extreme weather events, increasing pressure on water supplies and potential conflicts over access to food. 3. Submission includes general support for the content of the plans and endorses the key elements that seek to promote the features of Gisborne – open spaces, village character, low scale buildings and a focus on healthy sustainable environment. 	<ol style="list-style-type: none"> 1. Support noted. 2. Agree, further work is required to address some of these points in greater detail. Refer to Section 8.1: 3. Environmental risks – climate change, flooding, fire. 4. Support noted.
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic Walking and cycling 	<p>Submission acknowledges plans to improve pedestrian safety as well as vehicle movements and safety.</p>	<p>Noted.</p>

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Submission 68

Theme	Summary	Response
Economic and Employment Growth <ul style="list-style-type: none"> Gisborne Business Park 	<p>Submission concerned with Business Park expansion. Purchased home 12 years ago and was not aware of future plans to expand the Business Park.</p> <p>Concerns include:</p> <ul style="list-style-type: none"> impact on township gateway house prices heavy vehicle traffic lack of alternative traffic management options truck exhaust breaks (need signage advising trucks not to use in residential areas) and consideration of aged care facility. <p>Submits that Council have a responsibility to be protecting Gisborne's semi-rural environment.</p>	<p>The adopted ODP provides current policy background for the expansion of the business park. Preparation of the ODP included an extensive community consultation program that occurred between 2008 and 2009, including exhibition of Amendments C59 and C68.</p> <p>The draft Business Park Development Plan was exhibited in 2019 and records indicate that the subject property was included in list of recipients of a direct mail out advising of the consultation.</p> <p>A detailed response to specific issues raised in the Business Park Development Plan consultation is provided in Section 7.5: Future direction for the Gisborne Business Park.</p>
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<p>Concerned with potential additional heavy vehicle traffic on Saunders Road as a result of the proposed business park expansion. States that this is already an issue and that the new traffic signals will exacerbate this problem, as truck traffic will be in clusters due to light sequences.</p> <p>Submits that there needs to be signs advising truck drivers not to use truck exhaust brakes in residential areas.</p> <p>Also asks what other traffic management options have been considered.</p>	<p>Measures to address road safety along Saunders Road have been considered through the business park master plan development and also the wider Gisborne Futures project.</p> <p>It is acknowledged that traffic and heavy vehicle numbers will increase in line with expansion of the Business Park and future residential development of the area. These have been modelled to determine whether the increase is acceptable in terms of road capacity and what upgrades may be required. This investigation found that Saunders Road will continue to operate within the Austroads capacity for a single carriageway road with one lane in each direction. The upgrade of the Saunders Road/Station Road intersection is currently underway.</p>

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Submission 69

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Housing diversity, density and affordability 	<p>Does not support infill development in existing township areas, particularly Precinct 6a.</p> <p>Would prefer medium density be located in new development areas.</p>	Submission noted. Refer to Section 5.3 Housing diversity, density and affordability.
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

Submission 70

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Township character 	<p>Submits that allowing 2/3/4 level town houses opposite a natural piece of rare bush is totally wrong and short-sighted.</p> <p>3.</p>	Concerns raised by the submitter are acknowledged and considered in general commentary regarding three storey residential development. Subject property is in Precinct 2c which is proposed to be rezoned to Neighbourhood Residential Zone, maximum building height of 2 storeys.
Settlement Boundary <ul style="list-style-type: none"> Township growth 	Submits that the plan will turn Gisborne into another over grown Melbourne suburb thus losing its unique character.	Submission noted. Refer to response provided in Section 4.1: Township growth.

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Submission 71

Theme	Summary	Response
Utilities and servicing	<p>Submission from Greater Geelong Cemeteries Trust regarding Gisborne Cemetery.</p> <p>Submission notes 20-25 years capacity in the existing cemetery and highlights the need to plan for memorial space to accommodate future demand.</p> <p>Submission notes the value of cemeteries as community passive open space.</p> <p>Seeking work with MRSC to identify 30-40 hectares as possible future cemetery land for cemetery grounds to service the Macedon Ranges community for the long-term.</p>	<p>Submission noted.</p> <p>Action</p> <ul style="list-style-type: none"> Consult with Greater Geelong Cemeteries Trust GGCT and determine future land use requirements for memorial land.

Submission 72

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Township character 	<p>Submission raises concerns that the 'village character' will not be preserved if Gisborne turns into a regional centre.</p>	<p>Gisborne is identified in State and Local policies as a regional centre that is promoted for growth. It is not the role of the Structure Plan to change or alter the position of Gisborne within the Macedon Ranges settlement hierarchy.</p> <p>A key task for the Gisborne Futures project is to establish a longer term framework for that sets out a vision for Gisborne as a 'regional centre' that responds to neighbourhood, landscape and township values, while also setting a settlement boundary that will be protected through state legislation.</p> <p>This is discussed further in Section 4.1: Township growth.</p>
Landscape and Environment <ul style="list-style-type: none"> Wildlife 	<p>Wildlife needs to be considered as part of the plans.</p>	<p>Further work on the Structure Plan will include analysis and mapping of known wildlife habitats and include objectives, strategies and/or actions in the Structure Plan that specifically address these.</p> <p>This is discussed further in Section 8.6: Wildlife</p>

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Settlement Boundary <ul style="list-style-type: none"> Township growth 	<p>Submits that Gisborne does not have the infrastructure to support population growth.</p>	<p>Planning for township growth includes land use planning for commercial, employment and residential land, along with community services and infrastructure to support economic and social growth.</p> <p>This is discussed further in Section 4.1: Township growth.</p>
Urban Design Framework <ul style="list-style-type: none"> Character and built form 	<p>Submits that the village character will not be preserved if Gisborne is turned into a regional centre, that already the Nexus Centre is an eyesore and that if people want large homemaker centres, and multi-story buildings there is plenty of that in surrounding suburbs. The future projections in the Gisborne Futures documents show concrete jungles, with a commercial presence that people come here to move away from.</p>	<p>Currently the Planning Scheme has no enforceable built form controls or height limits for Gisborne. Gisborne Futures seeks to introduce policy to inform future design controls. Design controls have been prepared to ensure new development does not compromise views to Gisborne's landscape setting, and that it responds to elements identified as contributing to Gisborne's township character. These will give Council greater control over the look and feel of buildings that what is currently provided through the planning scheme.</p> <p>Refer also to response provided in Section 12.2 Town centre character and built form.</p>

Submission 73

Theme	Summary	Response
Urban Design Framework <ul style="list-style-type: none"> Car parking 	<p>Submission concerned with lack of future plan for additional car parking.</p>	<p>Section 12.4: Car parking discusses existing supply and opportunities for additional parking.</p> <p>This includes action to review streetscape plans to consider formalisation of parking on Robertson and Aitken Streets and to highlight where additional on-street car parking is being made available.</p>

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Submission 74

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<p>New purchasers of recently sold property in Octagonal Court opposed to future road being extended at the end of street to service new development estates.</p>	<p>The Octagonal Road connection is identified in the New Gisborne Development Plan (NGDP), which was formally adopted on 26 March 2014. The NGDP was exhibited to the community in 2013 and Council did not receive any submissions specifically concerned with the proposed road connection at that time.</p> <p>The road connection is noted as a 'potential future access' in the NGDP and relies on each landowner developing, it is not proposed to be compulsorily acquired. Whether this road does indeed connect through in the future would be addressed through a future subdivision application.</p> <p>Given that the NGDP has been approved, any planning permit application for subdivision that seeks to deliver on the outcomes of the Plan is exempt from notice requirements. Any planning permit application must be generally in accordance with the Development Plan, which currently includes the extension of Octagonal Court.</p>

Submission 75

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary 	<p>Submission supports inclusion of property in township boundary and future rezoning to Urban Growth Zone.</p>	<p>Submission noted.</p>

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Submission 76

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary Glen Junor 	<p>Submits that the expansion of the town boundaries looks to be sensible, with the exception of the inclusion of Glen Junor.</p> <p>Does not support Glen Junor.</p> <p>Submits that the apparent deviation from process, against professional guidance and change of scope, adds confusion and a sense that the community is actually not being listened to.</p> <p>Submits that with the last-minute inclusion of Glen Junor Council appear to be running the risk of over development beyond supporting infrastructure capacity, therefore creating issues in the future and not a planned successful outcome for the town and community.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>
Consultation <ul style="list-style-type: none"> Covid-19 	<p>Concern with timing of plans and consultation during Covid-19 pandemic.</p>	<p>Consideration of the impacts of Covid-19 is included in discussion in Section 2.3 Feedback on consultation and pandemic response</p>
Neighbourhood character <ul style="list-style-type: none"> Precinct controls 	<p>Generally supportive of neighbourhood character proposals but is concerned that there is too much infill proposed with little regard to existing areas, and that controls are ambiguous in stating that "two storeys are preferred but three storey are permitted."</p>	<p>DELWP have advised that it is no longer acceptable to identify preferred typologies (eg. detached houses, units etc) and that outcomes are to be focussed on built form outcomes.</p> <p>Neighbourhood character controls will be reviewed for clearer communication of preferred built form outcomes.</p> <p>Refer also to response provided in Section 6.1.1 NCS precinct controls.</p>

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Urban Design Framework <ul style="list-style-type: none"> • Character and built form • Building heights 	<p>The historical feel of the main street adds character and attraction to the town centre and to change it to modern 3 – 4 storey may negatively impact regional trade that comes to Gisborne for the character and semi-rural feel.</p>	<p>Currently Gisborne does not have any enforceable built form controls or height limits.</p> <p>Design controls have been prepared to ensure new development does not compromise views to Gisborne's landscape setting, and that it responds to elements identified as contributing to Gisborne's township character. These will give Council greater control over the look and feel of buildings that what is currently provided through the planning scheme.</p> <p>The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response.</p> <p>Refer also to response provided Section 12.2: Town centre character and built form and Section 12.3: Building heights.</p>
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Submission 77

Theme	Summary	Response
Urban Design Framework <ul style="list-style-type: none"> • Land use • Character and built form • Building heights 	<p>Submission regarding a proposed master planned redevelopment of the Gisborne Oaks residential aged care facility.</p> <ol style="list-style-type: none"> 1. Submission supports the subject site being included in a 'Health and Civic Precinct'. 2. Submits that the whole of site should be included as a development opportunity site. 3. Does not support the DDO or DPO and raises concerns with elements of the UDF that may limit or alter the proposed master plan. 4. Seeks rezoning of portion of the site from SUZ be rezoned to GRZ (potentially as a Section 96A Amendment). 5. Submits that the DDO is inconsistent with the outcomes sought in the plans for the RACF (Nursing Home) in terms of height, scale and setbacks. 	<p>A planning application has been received for the proposed Gisborne Oaks Aged Care facility (refer PLN/2020/473).</p> <ol style="list-style-type: none"> 1. Support noted. 2. Opportunity sites were identified as sites that were currently vacant or have future redevelopment potential, via either a lack of built form or other policy direction. This approach is consistent across the town centre and does not compromise the capacity of the site to be redeveloped. 3. The UDF was prepared in advance of any master plan being submitted to Council by the submitter, stating: <ul style="list-style-type: none"> – Master planning work is required to determine site access, open space and built form arrangements and appropriate zoning. – It is proposed that a Development Plan Overlay be applied to this

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	<p>6. Objects to proposed provision of public pedestrian access through the site.</p>	<p>precinct to ensure that the future development of this land occurs in a coordinated manner, and that a 'whole of site' approach is prepared in consultation with all affected parties.</p> <ul style="list-style-type: none"> – It is acknowledged by Council that the masterplan since submitted by the applicant was a step in the right direction towards a coordinated vision for the precinct. The need for a DPO may be reviewed in line with the master plan assessment and potential Section 96A Amendment. <p>4. Council has advised that the request to rezone away from the SUZ and remove the covenant would likely not naturally fit within the implementation program for Gisborne Futures, and would be more appropriate through a 96A amendment.</p> <p>5. The UDF is a tool to help manage, influence and facilitate change in accordance with a shared vision for the activity centre and other planning policy direction. Proposed development controls for this site are consistent with controls to the remainder of the town centre that seek to ensure new built form responds to the existing township character. Key to achieving this is the introduction of an 8.5m 'street wall' which imposes a 2 storey height at the street edge, with any upper levels to be set back beyond that. There is also direction for future built form to provide upper level setback and break in built form so that it doesn't entirely block views to the landscape setting beyond.</p> <p>It is acknowledged that this built form outcome does not entirely align with proposals for development on the site. Feedback has always been that the scale of the proposed development is likely to be a concern, and that the UDF will determine the most appropriate built form outcome on the site.</p> <p>A planning permit application for the site has since been approved.</p> <p>6. The subject site has a site width of 235m within a broader block with a</p>
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		<p>width of 384m. The direction for a permeable and connected pedestrian network is considered to deliver a greater benefit to the whole community, such as providing residents to the south of the site with more direct access to the Dixon Field to the south, enhancing walkability etc.</p> <p>Action</p> <ul style="list-style-type: none"> Review proposed DPO controls for the town centre and whether the outcomes sought can be achieved through a DDO. Review the most appropriate zone for the Health and Civic Precinct. Note that a proponent-led Section 96A planning scheme amendment is proposed for the site.
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Submission 78

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

Submission 79

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

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Submission 80

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

Submission 81

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> GRZ / Precinct 3 Precinct controls 	Submission concerned with changing township character, does not support three storey residential development around the town centre or two storey units/townhouses in Precinct 2a.	Submission noted. Refer to response provided in Section 6.1.4 NCS Design and Development Overlays and Section 6.1.3 Precinct 3 and the General Residential Zone.
Economic and Employment Growth <ul style="list-style-type: none"> Gisborne Business Park 	<p>Submits that the Business Park area is too expansive.</p> <p>Raises concern with additional truck traffic.</p>	<p>The <i>Economic and Employment Analysis</i> provides a detailed overview of Gisborne's commercial and industrial role in the local and regional context. The draft Gisborne Structure Plan seeks to plan for growth over the next 20-30 years. Urban Enterprise have provided a low-growth scenario (0.9ha pa) which estimates there is 9.1 years of existing supply, and a medium-growth scenario (1.6ha pa) that estimates this provides for 5.3 years of supply.</p> <p>The layout and role of the business park will be further reviewed as part of further work on the second draft of the plans. Section 7.4 (Future direction for the Gisborne Business Park) includes further response to submissions related to the business park. This is discussed also in Section 4.10 Future urban structure options.</p>
Landscape and Environment <ul style="list-style-type: none"> Trees and vegetation 	Supports increased tree planting in streets, but expresses concerns that this may unnecessarily reduce on-street parking availability.	Any future streetscape upgrades that may see introduction of additional street trees would be required to consider the balance and impact on parking at a detail design stage. If required, street trees may be provided for within the pavement of the footpath or designed to minimise loss of on-street parking spaces.

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Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<ol style="list-style-type: none"> Submits that Prince Street (marked as a connector street) does not connect with Melton Road. Submits that all developments must have streets of sufficient width to accommodate on-street car parking. Proposes closure of Cherry Lane into Station Road and re-direction of traffic to Ross Watt Road. 	<ol style="list-style-type: none"> Road has 'connector' status in Victorian database. This street is mapped according to the road centreline data and does not connect to Daly Street or Melton Road in the Draft Structure Plan maps. Macedon Ranges has adopted the Infrastructure Design Manual (IDM), which provides standardised guidance on road widths appropriate to new developments. This includes accommodation of on-street parking requirements. Cherry Road is proposed to be upgraded to collector road status to accommodate future growth west of Swinburne Avenue. Proposed closure of the road is not supported. The intersection is nominated for a future upgrade in the Structure Plan as recommended in the Cardno <i>Traffic and Transport Report</i>.
Urban Design Framework <ul style="list-style-type: none"> Car parking Building heights 	<ol style="list-style-type: none"> Submission generally concerned with traffic growth and impacts on parking availability. Submission does not support 3 or 4 storey building heights in the town centre. 	<ol style="list-style-type: none"> Section 12.4: Car parking discusses existing supply and opportunities for additional parking. This includes action to review streetscape plans to consider formalisation of parking on Robertson and Aitken Streets and to highlight where additional on-street car parking is being made available. The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response. Refer to response in Section 12.3: Building heights.

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Submission 82

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth 	Submission seeks greater transparency and civic debate about any newly proposed developments.	Submission noted.
Landscape and Environment <ul style="list-style-type: none"> Environmental risks, climate change Parks, open space Wildlife 	<ol style="list-style-type: none"> Submission concerned with climate change and loss of biodiversity in the suburban and commercial context. Submits that climate change considerations need to be more prominent in the plans. Advocates for community fruit and vegetable gardens, green space which allows for wildlife to thrive, bee hives in public places and safer areas to ride bikes, ride horses and walk. 	<ol style="list-style-type: none"> Agree, further work is required to address climate change in greater detail. Refer to Section 8.1: Environmental risks – climate change, flooding, fire. The Structure Plan is a high-level planning document and is limited in what it can deliver, however does provide direction for delivery of parks, open space, walking and cycling. Structure Plans do not deal with detailed aspects of open space delivery such as community gardens etc. These initiatives may be supported through local community and environment groups, and funding for projects may be applied for through Council's Community Funding Scheme. Refer also to discussion on parks and open space in Section 8.5: Parks and open space.

Submission 83

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6: Neighbourhood character.

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Submission 84

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Township character Housing diversity, density and affordability 	<p>Submission concerned with loss of township character and opposed to 'generic' or 'standard' housing development, such as that found in outer metropolitan growth areas such as Sunbury or Melton.</p> <p>Submission requests minimum lot size of 1000m².</p> <p>Submission does not support infill development.</p>	<p>Planning for housing needs to be inclusive and cater for a diverse community, and this involves planning for housing choice to suit a range of household types and budgets. This is discussed in Section 5.3: Housing diversity, density and affordability.</p> <p>Further discussion and response to character, lot size and infill development is found in Section 5 Planning for housing.</p>
Settlement Boundary <ul style="list-style-type: none"> Township growth 	<p>Submission does not support township growth or nomination of Gisborne as a regional centre.</p> <p>Seeks rejection of forecast population growth modelling and introduction of a population cap.</p>	<p>Gisborne is identified in State and Local policies as a regional centre that is promoted for growth. It is not the role of the Structure Plan to change or alter the position of Gisborne within the Macedon Ranges settlement hierarchy.</p> <p>A key task for the Gisborne Futures project is to establish a longer term framework for that sets out a vision for Gisborne as a 'regional centre' that responds to neighbourhood, landscape and township values, while also setting a settlement boundary that will be protected through state legislation. If the current township boundary was considered sufficient it would have been locked in through the preparation of the Statement of Planning Policy. Refer to further discussion in Section 4 (Setting a protected settlement boundary).</p>
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	<p>Pro-forma objection letter to Precinct 6a neighbourhood character controls.</p>	<p>Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.</p>
Urban Design Framework <ul style="list-style-type: none"> Building heights 	<p>Submission does not support increased building heights in the town centre, seeks maximum 2 storeys.</p>	<p>The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response.</p> <p>Refer response to Section 12.3 Building heights.</p>

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Submission 85

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

Submission 86

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

Submission 87

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.
Urban Design Framework <ul style="list-style-type: none"> Car parking 	Submission queries where the additional car parking is that will be needed by all the new residents.	<p>Section 12.4: Car parking discusses existing supply and opportunities for additional parking.</p> <p>This includes action to review streetscape plans to consider formalisation of parking on Robertson and Aitken Streets and to highlight where additional on-street car parking is being made available.</p>

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Submission 88

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> GRZ / Precinct 3 	Does not support Incremental Change Area 1 or retention of the GRZ to allow three storey development. Concerned this will impact on character of historic Gisborne township that is already under pressure from infill development.	<p>Concerns related to character impacts and three storey development in the historic residential areas of Gisborne are valid. The proposed controls will be reviewed and presented to DELWP to test whether more restrictive development controls are acceptable.</p> <p>Refer also to Section</p> <p>NCS Design and Development Overlays and Section 6.1.3 Precinct 3 and the General Residential Zone.</p>
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	Submits that the Structure Plan allows for residential growth but ignores issues of traffic volume, trucks, the parking restrictions and chaotic school traffic.	<p>Gisborne's road experience congestion at peak periods. SIDRA modelling has shown that while there is queuing at key intersections during these periods, traffic flows and the general network are still operating within capacity.</p> <p>The plans include key intersection and road upgrades that have been identified to support future township growth. The detail to support these is provided in the <i>Cardno Traffic and Transport Report</i>.</p>
Urban Design Framework <ul style="list-style-type: none"> Character and built form 	<p>Submits that any development will naturally impact the existing township character, while tree planting and character walkways will assist the loss of the current village feel and its character.</p> <p>Supports setbacks and line of sight views, but doubts will how the commercial centre will grow and accommodate expanding traffic and parking into a 'village' footprint.</p>	Elements that describe 'village character' are identified in the response found in Section: 12.2 Town centre character and built form.

Submission 89

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	<p>Support for Glen Junor.</p> <p>Support reasons include sustainable approach to urbanism and desirable development for Gisborne, open space, connectivity, climate change mitigation.</p>	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.

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Landscape and Environment <ul style="list-style-type: none"> Environmental risks, bushfire 	<p>Submits that the plans need to consider bushfire risk and the town's capacity should be considered in relation to safety from bushfire.</p>	<p>The revised plans will include a bushfire risk assessment (note that discussion with CFA have previously indicated a preference for growth in New Gisborne as a lower-risk area). This is discussed further in Section 8.1.2 Bushfire.</p>
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Submission 90

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Housing framework change areas 	<p>Does not support application of UGZ to property (Barro Land).</p> <p>Submits that the current planning scheme provisions and DPO4 are sufficient to allow for development of the land.</p> <p>Submits that UGZ is not appropriate for land that is already zoned for residential purposes.</p>	<p>Note property has since sold and development of land is proposed under development plan application DP/2021/1.</p>

Submission 91

Theme	Summary	Response
Economic and Employment Growth <ul style="list-style-type: none"> Activity centres 	<p>Suggests 'satellite business activity centres' in New Gisborne and South Gisborne that may alleviate traffic density and parking issues.</p>	<p>Neighbourhood activity centres are nominated on the Activity Centres plan in Section 9 on page 22.</p> <p>Submission noted as support for proposed activity centres.</p>
Urban Design Framework <ul style="list-style-type: none"> Character and built form Building heights Car parking 	<ol style="list-style-type: none"> Submission generally supports the concept of built form controls and height limits for the town centre. Supports controls to limit building colours and advertising. Questions whether these can be made retrospective. Submission supports satellite activity centres in New Gisborne and South Gisborne as they would also alleviate traffic density and parking issues. Concerned with concept plan for Gisborne Village Shopping Centre, elderly people use the car park and wouldn't like to use a multi-deck because of safety and security concerns. Concerned with delivery access for trucks. Notes that on-street unrestricted car parking located on Aitken and Robertson Street (Figure 27) is not formalised and is only used on busy days. 	<ol style="list-style-type: none"> Support noted. Controls on building colours will need further work to address how these can be implemented. The question of equity has come up, Council can control colours of buildings through the permit application process for new buildings and development, however without a permit trigger, has no control over the painting of an existing building (other than one in a Heritage Overlay with paint controls). Support noted. Crime Prevention Through Environmental Design (CPTED) and safety issues can be addressed through detailed design. Delivery access for the shopping centre is provided on Prince

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	<p>7. Notes use of unrestricted space in service lane on east side of Aitken Street by long vehicles.</p> <p>Concerned with adequacy of car parking supply around Neal Street and Health Precinct.</p> <p>Notes potential for roof-top car park on corner of Hamilton and Brantome Streets could be made available to the public.</p>	<p>Street. Delivery times and access can further be negotiated through detailed design and permit conditions if required.</p> <p>6. It is noted that there is a conflict between car parking provision on Aitken and Robertson Streets and what is illustrated in the concept plans. This can be reviewed as part of a re-draft of the UDF.</p> <p>7. Review streetscape concept plans to consider inclusion of formalised car parking on Robertson and Aitken Streets.</p> <p>Action</p> <ul style="list-style-type: none"> Review permit triggers for paint controls/large scale business identification in the town centre, and the appropriateness of their application to existing buildings as part of the drafting of DDO schedule. Review streetscape plans to consider formalisation of parking on Robertson and Aitken Streets.
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Submission 92

Theme	Summary	Response
<p>Planning for Housing</p> <ul style="list-style-type: none"> Township character Housing framework change areas 	<p>Submission concerned with growth and infill development, submits that future housing development will create sufficient density diversity without destroying existing character.</p> <p>Does not support further subdivision or infill development in established areas such as Chessy Park or Skyline Drive, and disagrees with allocation of incremental and minimal change areas.</p> <p>Does not agree with population forecasts, believes these will be much higher.</p>	<p>Submission noted. Refer to responses provided in Section 5.2: Township character and Section 5.4 Housing framework change areas.</p>

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<p>Neighbourhood character</p> <ul style="list-style-type: none"> Precinct controls 	<ol style="list-style-type: none"> Concern with proposals to allow subdivision of existing properties, requests that Precincts 4a (Skyline Drive/Frith Road) and 4b (Chessy Park Drive) be located in minimal change areas. Requests that preference for dual occupancy or townhouses be deleted from these precincts. Requests that Precinct 1b be allocated 'minimal change'. 	<ol style="list-style-type: none"> Change areas will be reviewed, noting that the plans acknowledge that restrictive covenants may apply to some subdivisions. It was recommended to remove DDO8 from Chessy Park Drive as the area is fully developed and it was considered that the same built form measures can be replicated through schedules to the NRZ to avoid doubling up on planning controls. It is acknowledged that the DDO also ties development to the existing subdivision plan, and this area will be reviewed in regard to allocation to a minimal change area DELWP have advised that it is no longer acceptable to identify preferred typologies (eg. detached houses, units etc) and that outcomes are to be focussed on built form outcomes. Precinct 1b is currently subject to the approved New Gisborne Development Plan (2015) that provide guidance on development densities and future character outcomes. <p>Refer also to response provided in the following sections:</p> <p>Section 6.1.1 NCS precinct controls.</p> <p>Section 6.1.3 Precinct 3 and the General Residential Zone</p> <p>NCS Design and Development Overlays</p>
<p>Economic and Employment Growth</p> <ul style="list-style-type: none"> Activity centres 	<p>Submission does not support activity centre in New Gisborne, Station Road.</p>	<p>The activity centre on Station Road is nominated in the New Gisborne Development Plan (NGDP), which was formally adopted on 26 March 2014.</p> <p>Refer to discussion on the size and role of activity centres in Section 7.3: Neighbourhood activity centres.</p>

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Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<p>Submits that town traffic is already too busy and the plans will make it worse.</p>	<p>Gisborne's roads experience congestion at peak periods. SIDRA modelling has shown that while there is queuing at key intersections during these periods, traffic flows and the general network are still operating within capacity.</p> <p>The refresh of the Structure Plan will include a review of the movement infrastructure requirements and principles to support the existing and growing community.</p> <p>Refer to response provided in Section 9.1 (Road Infrastructure and traffic) for further information on this.</p>
Urban Design Framework <ul style="list-style-type: none"> Building heights Car parking 	<ol style="list-style-type: none"> Submits it is fortunate that there is ample parking however is concerned that this will not last. Submission does not support 4 storeys in town centre. 	<ol style="list-style-type: none"> Section 12.4: Car parking discusses existing supply and opportunities for additional parking. This includes action to review streetscape plans to consider formalisation of parking on Robertson and Aitken Streets and to highlight where additional on-street car parking is being made available. The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response. Refer to response in Section 12.3 Building heights.

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Submission 93

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth Glen Junor 	<ol style="list-style-type: none"> Submits that infrastructure struggles with current demand, any proposal for growth must take infrastructure into account particularly in regard to roads, and services. Support for Glen Junor. Support reasons include sustainable design and community connectivity. 	<ol style="list-style-type: none"> The purpose of the Structure Plan is to explore what we need to support the current population, and what is required in terms of land use, community services and infrastructure to support economic and social growth while also ensuring that character, significant landscape and environmental values are protected and enhanced. Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<p>Submits that infrastructure struggles with current demand, any proposal for growth must take infrastructure into account particularly in regard to roads, and services.</p>	<p>Gisborne's road experience a degree of congestion at peak periods. SIDRA modelling has shown that while there is queuing at key intersections during these periods, traffic flows and the general network are still operating within capacity.</p> <p>The plans include key intersection and road upgrades that have been identified to support future township growth. The detail to support these is provided in the Cardno Traffic and Transport Report.</p> <p>The refresh of the Structure Plan will include a review of the movement infrastructure requirements and principles to support the existing and growing community.</p> <p>Refer to response provided in Section 9.1 (Road Infrastructure and traffic) for further information on this.</p>

Submission 94

Theme	Summary	Response
Economic and employment growth	<p>Submission from Regional Development Victoria seeking reference to the Loddon Mallee Growth Plan (2019) and to update reference to Regional Shared Trails.</p>	<p>Submission noted.</p>

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Submission 95

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor Township growth 	<ol style="list-style-type: none"> Support for Glen Junor. Support reasons include acknowledgement of traditional custodians, retention of flora and fauna, preservation of endangered wildlife and biodiversity, community vision. Concern with growth and the pressure this places on infrastructure. 	<ol style="list-style-type: none"> Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this. The purpose of the Structure Plan is to explore what we need to support the current population, and what is required in terms of land use, community services and infrastructure to support economic and social growth while also ensuring that character, significant landscape and environmental values are protected and enhanced.

Submission 96

Theme	Summary	Response
Urban Design Framework <ul style="list-style-type: none"> Car parking 	<p>Submits that car parks on Brantome Street are at capacity and people have to walk a long way to access businesses.</p>	<p>The northern end of Brantome Street does experience high demand for parking. Staff using car parking for longer stays results in a lower turn-over rate of spaces and is contributing to a lack of short-term capacity on the centre.</p> <p>Unrestricted car parking is available in John Aitken Reserve opposite. It is acknowledged that Aitken Street is busy at peak times and the plans include a signalised intersection to make crossing safer.</p> <p>Section 12.4: (Car parking) discusses existing supply and opportunities for additional parking.</p>

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Submission 97

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

Submission 98

Theme	Summary	Response
Phase 3 Consultation <ul style="list-style-type: none"> Covid-19 	Submits that the Gisborne Futures Plan is now outdated and needs to be halted to give time for the consideration of the effects of Coronavirus on all the assumptions underlying the Plan.	The plans will be updated using statistics from the 2021 Census. Refer to discussion on this in Section 2.3 Feedback on consultation and pandemic response.
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	Summary Submission concerned with growth and impacts on the Calder Freeway without any proposals for upgrades.	The traffic modelling exercise did not flag any future issues with capacity of Calder Freeway with consideration given to growth in Gisborne as well as broader regional growth. Note that the Calder Freeway falls under DOT's jurisdiction.

Submission 99

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

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Submission 100

Theme	Summary	Response
Urban Design Framework <ul style="list-style-type: none"> Car parking 	Submission requests more car parking in vicinity of Gisborne Collective.	<p>A response to car parking concerns is provided in Section Car parking 12.4. This includes action to review streetscape plans to consider formalisation of parking on Robertson and Aitken Streets and to highlight where additional on-street car parking is being made available.</p> <p>The northern end of Brantome Street does experience high demand for parking. Staff using car parking for longer stays results in a lower turn-over rate of spaces and is contributing to a lack of short-term capacity on the centre.</p> <p>Unrestricted car parking is available in John Aitken Reserve opposite. It is acknowledged that Aitken Street is busy at peak times and the plans include a signalised intersection to make crossing safer.</p> <p>Note that the permit for Gisborne Collective included a waiver in car parking spaces.</p>

Submission 101

Theme	Summary	Response
Urban Design Framework <ul style="list-style-type: none"> Car parking 	Requests more car parking.	<p>A response to car parking concerns is provided in Section 12.4. This includes action to review streetscape plans to consider formalisation of parking on Robertson and Aitken Streets and to highlight where additional on-street car parking is being made available.</p>

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Submission 102

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	Would like more information and consultation on western link road.	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

Submission 103

Theme	Summary	Response
	Submission withdrawn.	

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Submission 104

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<ol style="list-style-type: none"> Concerned that the plans do not clearly show an interchange with the Calder Freeway. Submits that consideration should be given to Gisborne's valley location which allows noise to have a funnel amplification effect throughout the area. Concern that noise from engine brakes and truck gears will be excessive for residences on Skyline Drive. Concerned that the WLR will reduce property prices in the area. It is suggested that the road could be re-routed around the high side of the Rosslyn Reservoir for the following reasons: <ul style="list-style-type: none"> The land is relatively flat; Land could possibly be state owned; No significant bridge construction would be required; and The impact on farming would be minimal due to the location of the reservoir. 	<ol style="list-style-type: none"> The modelling exercise tested whether there is a future need to plan for a Western Link Road and does not provide detail on the road infrastructure. Any future road would be subject to acoustic investigation and identification of appropriate mitigation measures. Impacts on property prices is not a primary planning consideration. Any proposed alignment would be subject to a detailed business case, environmental effects investigation and route options analysis. <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

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Submission 105

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic Walking and cycling 	<ol style="list-style-type: none"> Submits that a footpath is needed from Octagonal Court to Ferrier Road and that as contributions were funded by a developer the delivery is overdue. Does not support construction of Octagonal Court as a through-road. 	<ol style="list-style-type: none"> The Walking and Cycling map (Figure 15) on page 47 of the Structure Plan notes this section as a priority future path. Council intends to construct the footpath however, as developer contributions collected did not cover the cost of the footpath this is subject to future budget approvals. The Octagonal Road connection is identified in the New Gisborne Development Plan (NGDP), which was formally adopted on 26 March 2014. The NGDP was exhibited to the community in 2013 and Council did not receive any submissions specifically concerned with the proposed road connection at that time The road connection is noted as a 'potential future access' in the NGDP and relies on each landowner developing, it is not proposed to be compulsorily acquired. Whether this road does indeed connect through in the future would be addressed through a future subdivision application. Given that the NGDP has been approved, any planning permit application for subdivision that seeks to deliver on the outcomes of the Plan is exempt from notice requirements. Any planning permit application must be generally in accordance with the Development Plan, which currently includes the extension of Octagonal Court.

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Submission 106

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Concerned with Western Link Road, would like further consultation on the matter.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

Submission 107

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission does not support the Western Link Road.</p> <p>Submits there are roads already in existence that trucks can use, including Couangalt Road and Comadai Road, Hobbs Road.</p> <p>Concerned with impact to property values, loss of character and development.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

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Submission 108

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth 	Submits that they don't want Gisborne to become another Sunbury or Melton.	It is acknowledged that the plan could include further detail on the character outcomes, an action is included in Section 5.2 to prepare precinct plans for Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township.
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<ol style="list-style-type: none"> Submits that we need improved vehicle movement during peak time. Submits that Gisborne needs better planned footpaths. 	<ol style="list-style-type: none"> Gisborne's road experience congestion at peak periods. SIDRA modelling has shown that while there is queuing at key intersections during these periods, traffic flows and the general network are still operating within capacity. The plans include key intersection and road upgrades that have been identified to support future township growth. The detail to support these is provided in the Cardno Traffic and Transport Report. General footpath delivery is planned for in Council's shire-wide footpath plan, available on Council's website. This is to be updated to reflect works that are complete, and to prioritise future works. The Structure Plan includes a number of potential off-road and shared use links to be considered, and outlines objectives, strategies and actions that ensure future footpaths are delivered in-line with development.
Urban Design Framework <ul style="list-style-type: none"> Character and built form Car parking 	<ol style="list-style-type: none"> Submission values low scale, village character. Submits that more car parking is required. Submits for less visual pollution using the example of too many signs on Station Road, New Gisborne. 	<ol style="list-style-type: none"> Noted. Refer to response provided Section 12.2: Town centre character and built form. Section 12.4: Car parking discusses existing supply and opportunities for additional parking. Signage is addressed in the UDF on page 25, and again in the Structure Plan in page 36: <i>Avoid insensitive or branded built form, lighting, billboards and signage that could detract from the quality of township entrances.</i>

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Submission 109

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission does not support Western Link Road.</p> <p>Requests that Council further explains the location of the road. Submits there are alternative routes.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

Submission 110

Theme	Summary	Response
Miscellaneous <ul style="list-style-type: none"> Lighting 	<p>Submission concerned with security night lighting in a number of precincts, including the proposed regional sports precinct, the 'industrial' estate and those installed on private properties. Concerns include compromised vision while driving at night, impacts on visibility of landmarks (ie Mount Macedon Cross which is illuminated at night), and impacts on nocturnal wildlife.</p>	<p>Light spill is a planning permit consideration that can be addressed via the permit process; there may be the opportunity to specify consideration of this issue in the relevant provisions.</p> <p>Submission is also relevant to the Regional Sports Precinct project and feedback has been forwarded onto the Council department managing that project for consideration.</p> <p>Council has little control over security lighting installed on private properties, however if there is a particular instance of security lighting causing amenity issues or other concerns the issues may be referred to Council's Local Laws Department for further action.</p>

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Submission 111

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<p>Submission raises concerns with the Traffic and Transport report and model outputs, including impacts on properties off the Melbourne Road service road and safety of 80km zone here, lack of pedestrian footpaths along Melbourne Road.</p> <p>Concerned that the traffic study did not investigate the intersection of Melbourne Road/Howey Street and Sheedy Road, or upgrades to McGregor and Couangalt Roads to account for traffic to the south.</p>	<p>There is broad direction to review movement infrastructure requirements and principles to support the existing and growing community in Section 9.1 (Road Infrastructure and traffic).</p> <p>Action</p> <ul style="list-style-type: none"> Review access arrangements in Melbourne Road service road area (including footpath provision) and intersections of Melbourne/Howey/Sheedy Roads.

Submission 112

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission does not support Western Link Road. Submits that an alternative alignment could be achieved via Hobbs Road.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

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Submission 113

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	Submission concerned with Glen Junor development opposite property impacting property value.	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission concerned with Eastern Link Road.</p> <p>Soon to construct house in proximity to indicated ELR and is concerned with implications to property as land was purchased prior to this proposal being put forward.</p>	The possibility of an Eastern Link Road (ELR) was one of the options investigated to re-route traffic in Gisborne. The modelling exercise that tested this showed that an ELR did not deliver a significant overall benefit to Gisborne's road network and is not something that Council is considering to pursue further.

Submission 114

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Walking and Cycling 	Submission concerned with lack of safe pedestrian access and crossings on Station Road in Cherry Lane area, general issues with traffic movements in the area.	<p>An upgrade to Cherry Lane and Station Road intersection is noted in the Structure Plan in Section 13.1 on page 44:</p> <p><i>Upgrade of Cherry Lane and Swinburne Avenue to connector roads, including intersection upgrades at Station Road and Ross Watt Road, to accommodate additional traffic generated by development of 89 Ross Watt Road.</i></p> <p>The need for this to include a safer pedestrian crossing is identified in Figure 15 (Walking & Cycling) on page 47.</p>

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Submission 115

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission does not support Western Link Road.</p> <p>Concerned with loss of rural lifestyle, that there was no direct consultation with landholders and effect on property values.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

Submission 116

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission does not support Western Link Road.</p> <p>Concerned with loss of environmental and landscape protection, wildlife and effect on property values.</p> <p>Submits that there was a lack of transparency as landowners were not directly consulted.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

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Submission 117

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Township character 	Submits that new and proposed developments don't suit the "Gisborne feel".	It is acknowledged that the plan could include further detail on the character outcomes, an action is included in Section 5.2 to prepare precinct plans for Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township.
Landscape and Environment <ul style="list-style-type: none"> Landscape, views and vistas Trees and vegetation Entrances and edges 	<ol style="list-style-type: none"> Submission seeks protection of Gisborne's open vistas, green spaces and village feel. Values avenue planting in the main streets and seeks protection of trees on Station Road, suggests undergrounding electricity to protect trees. Requests that the Willowbank Road estate is screened from the entrance to Gisborne. Advocates for the protection of the natural environment, submits that a boardwalk around the wetlands racecourses reserve would be a great asset to the community. 	<ol style="list-style-type: none"> Support for Gisborne's environment is noted, and protection of trees is considered in the plans. Refer to Section 8.2.4 Trees and vegetation. Undergrounding of power lines and reticulated services is a requirement of new subdivisions, and usually occurs as part of road and streetscape upgrades when the opportunity arises. Landscape mounding is to be provided along the freeway interface of The Willows Estate for sound attenuation and minimising visual impact of development on views from the freeway. Further direction on landscape buffers and freeway edge treatments is included in the plans, please refer to Section 8.3 Township edges and entrances. Support noted. The Environmental Management Plan for the Gisborne Racecourse Marshlands Reserve includes a concept plan for the reserve that has been adopted by Council. The general alignment of access through the reserve shown in the walking and cycling section of the Structure Plan is consistent with this plan.
Movement and Transport <ul style="list-style-type: none"> Western Link Road Duplication of Station Road 	<ol style="list-style-type: none"> Submits that a truck bypass is needed. Seeks protection of Station Road. 	<ol style="list-style-type: none"> Submission noted. Further discussion is provided in Section 9.3 Western Link Road. Submission noted. Refer to response in Section 9.4 Duplication of Station Road.

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Submission 118

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submits that a link road is needed, is concerned that the road may impact or destroy the landscape.</p> <p>States that maintaining town character and open landscapes is important and says not to put roads where they are not meant to be.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

Submission 119

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Growth Township character 	<p>Develop infrastructure to balance lifestyle and township character.</p>	<p>Submission noted. Planning for township growth includes land use planning for commercial, employment and residential land, along with community services and infrastructure to support economic and social growth. The protection of township character, significant landscape and environmental values are also critical considerations in planning process.</p>

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Submission 120

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Walking and Cycling Road infrastructure and traffic Public transport 	<ol style="list-style-type: none"> Supports improvements to walking and cycling infrastructure. Submission seeking further information on timing, funding sources and prioritisation of traffic and transport infrastructure. Submission requests further improvements in train services on the Melbourne/Bendigo line, incentives for carpooling, more localised working from home and further improvements in the local bus service. 	<ol style="list-style-type: none"> Support noted. The structure plan and traffic modelling exercise identifies future road infrastructure requirements at a high level and may be used for advocacy, business case development and other negotiations for future infrastructure. Public transport is managed through Public Transport Victoria (PTV) which is a State Government agency. Council can advocate to the State Government for improvements and this direction is included in the draft Structure Plan on page 48. Organising carpooling and promoting working from home are beyond the scope of Council's services.

Submission 121

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary 	Submits that town boundary should be extended to Pierce Road because it has good access to road infrastructure and other facilities.	The township boundary criteria and investigation areas have been reviewed in Section 4 (Setting a protected settlement boundary).

Submission 122

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary 	Submits that town boundary should be extended to Pierce Road as this is a readily definable border, cutting the area in half seems confusing.	The township boundary criteria and investigation areas have been reviewed in Section 4 (Setting a protected settlement boundary).

Submission 123

Theme	Summary	Response
<ul style="list-style-type: none"> 	Blank (repeat submission lodged)	

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Submission 124

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	<ol style="list-style-type: none"> Support for Glen Junor. Submits this project is required and suited for Gisborne. Submits that the town boundary should be extended to Pierce Road. 	<ol style="list-style-type: none"> Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this. The township boundary criteria and investigation areas have been reviewed in Section 4 (Setting a protected settlement boundary).

Submission 125

Theme	Summary	Response
Urban Design Framework <ul style="list-style-type: none"> Car parking 	<p>Submission concerned about parking supply at northern end of Brantome Street, and that Coles employees use parking supplied for the medical centre. Requests more car parking.</p> <p>Concern with accuracy of car parking survey.</p>	<p>A response to car parking concerns is provided in Section 2.4. This includes action to review streetscape plans to consider formalisation of parking on Robertson and Aitken Streets and to highlight where additional on-street car parking is being made available.</p> <p>The northern end of Brantome Street does experience high demand for parking. Staff using car parking for longer stays results in a lower turn-over rate of spaces and is contributing to a lack of short-term capacity on the centre.</p> <p>Unrestricted car parking is available in John Aitken Reserve opposite. It is acknowledged that Aitken Street is busy at peak times and the plans include a signalised intersection to make crossing safer.</p>

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Submission 126

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Township character Housing diversity, density and affordability Covid-19 	<ol style="list-style-type: none"> Submits for sustainable, sensible growth in tandem with the natural beauty of the area. Does not support small block sizes, seeks minimum of 1,000m² blocks with a focus on rural living or low density residential. Raises that there is a very real concern from Willowbank Road that "allowing huge swathes of farm land to be chopped up into 300m² blocks is not an outcome desired by the community." <p>Submits that continued development of tiny suburban housing lots is completely at odds with a declaration of a climate emergency</p> <p>Concerned that proposed growth, through ways of small blocks and proposed multilevel buildings are going to clutter our region.</p> <p>Submits that over-population increases risk of Covid-19 transmission and more severe lockdowns.</p>	<ol style="list-style-type: none"> The plans acknowledge the need to plan for a diverse and inclusive community. This includes providing housing choice including a range of lot sizes to provide for all household types, including single parents, young people, older people wishing to downsize and so on. This is discussed further in Section 5.3 Housing diversity, density and affordability. Of the 615 lots in the Willows Estate, 11 are townhouses on lots smaller than 300m. The average lot size in the estate is 678m². There is variation in lot sizes with the vast majority being between 500-1500m². While the average lot size is smaller than 800m² as per Council's local policy, ultimately it was approved by VCAT.
Settlement Boundary <ul style="list-style-type: none"> Township boundary Glen Junor Township growth 	<ol style="list-style-type: none"> Submission requests Council to reconsider expansion of township boundary and Submits that the inclusion of Glen Junor was not a wise decision. Submits that there are many discussions within the community from people of different views and backgrounds, but the common theme is that Gisborne Futures takes growth planning too far. A growth platform that will detract so significantly from all that we love and turn our town into a sprawling sea of roofs, townhouses and multi storey commercial buildings and be classed as an outer suburb. 	<ol style="list-style-type: none"> Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this. A key task for the Gisborne Futures project is to establish a longer term framework for that sets out a vision for Gisborne as a 'regional centre' that responds to neighbourhood, landscape and township values, while also setting a settlement boundary that will be protected through state legislation. <p>If the current township boundary was considered sufficient it would have been locked in through the preparation of the Statement of Planning Policy. Refer to further discussion in Section 4.1 Township growth.</p>

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Economic and Employment Growth <ul style="list-style-type: none"> Gisborne Business Park 	<p>Submits that the expansion of the Gisborne business park will install a concrete facade right as people look at Mount Macedon.</p>	<p>Section 7.5 (Future direction for the Gisborne Business Park) includes further response to submissions related to the business park.</p> <p>The layout and role of the business park will be further reviewed as part of further work on the second draft of the plans. This is discussed also in Section 4.10 Future urban structure options.</p>
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<p>Submission concerned with truck traffic, through traffic and congestion in Bloomfield Road area, advocates for an entry/exit point to Brooking Road.</p> <p>Submits that the plan fails to cover increased traffic as a result of developments.</p>	<p>Council has raised potential for a connection of Brooking Road to the Calder Freeway with RRV and the concept is not supported.</p>
Urban Design Framework <ul style="list-style-type: none"> Character and built form Building heights Car parking 	<ol style="list-style-type: none"> Submitter concerned with multi-level buildings. Concern with car parking availability. 	<ol style="list-style-type: none"> The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response. <p>Refer to response in Section 12.2: UDF Town centre character and built form and Section 12.3 UDF Building heights.</p> <ol style="list-style-type: none"> Response to concerns related to car parking is provided in Section 12.4: Car parking.

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Submission 127

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission does not support Western Link Road.</p> <p>Concern with loss of semi-rural environment, submits that there must be alternative routes.</p> <p>Concerned with lack of consultation</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

Submission 128

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submitter concerned with Western Link Road Proposal.</p> <p>Concerned with impact to rural amenity, safety issues with additional traffic on Bacchus Marsh Road, impact on property prices. Suggests alternate routes.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

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Submission 129

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	Does not support construction of Octagonal Court as a through-road.	<p>The Octagonal Road connection is identified in the New Gisborne Development Plan (NGDP), which was formally adopted on 26 March 2014. The NGDP was exhibited to the community in 2013 and Council did not receive any submissions specifically concerned with the proposed road connection at that time.</p> <p>The road connection proposed in the NGDP relies on each landowner developing and is not proposed to be compulsorily acquired.</p>

Submission 130

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submitter concerned with Western Link Road Proposal.</p> <p>Concerned with lack of direct consultation with residents. Supports the idea of removing heavy vehicle traffic from the town but submits there would be other options.</p> <p>Concerned with loss of rural amenity.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>
Covid-19	Concerned with consultation (including closing date) during the pandemic lockdown.	Noted, discussion on this is provided in Section 2.3. Feedback on consultation and pandemic response.

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Submission 131

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	<p>Does not support proposed NRZ controls or units/townhouses in Precinct 6a.</p> <p>Submits that Council should consider more townhouses and units closer to the town centre, in areas such as 3, 4a, 4f, 4e and 2a.</p>	<p>Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6: Neighbourhood character.</p>
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Supports a project which removes heavy vehicle traffic from the town, however, submits that the road should be located further away from the Gisborne township. Suggests moving the alignment close to the Macedon exit of the Calder Freeway. Submits that this would result in less noise impacts, less local traffic via Ross Watt Road and Swinburne Avenue and states that this would be achievable as the proposed road is a long term initiative.</p> <p>Does not support the proposal to utilise Ross Watt Road as a part of the connection to the Western Link Road, submitting that it would impact many of the people living in the Ross Watt Road, Cherry Lane, Skyline Drive and Swinburne Avenue area.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

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Submission 132

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Growth Housing framework change areas Housing diversity, density and affordability 	<p>Supportive of some infill development closer to town centre, does not agree with further subdivision in Chessy Park area.</p> <p>Supports a diversity of housing including medium density in new growth areas. Infill should not occur at the expense of existing residential areas.</p> <p>Submits that the focus needs to be placed on sustainable managing growth, and that this should not be reflective of the development that is occurring in metropolitan areas.</p>	<p>The expansion of the business park is planned for a long-term.</p> <p>Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.</p> <p>Further discussion on these topics is provided in the following Sections:</p> <p>5.3: Housing diversity, density and affordability</p> <p>5.4</p> <p>Housing framework change areas.</p>
Neighbourhood character <ul style="list-style-type: none"> Precinct controls 	<p>Not supportive of changes to the existing residential areas such as Chessy Park Estate (Precinct 4b), concern with traffic and loss of character.</p>	<p>Change areas will be reviewed. It was recommended to remove DDO8 from Chessy Park Drive as the area is fully developed and it was considered that the same built form measures can be replicated through schedules to the NRZ to avoid doubling up on planning controls. It is acknowledged that the DDO also ties development to the existing subdivision plan, and this area will be reviewed in regard to allocation to a minimal change area.</p> <p>Refer also to response provided in Sections 6.1.1 NCS precinct controls and Section 6.1.4 NCS Design and Development Overlays.</p>

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<p>Economic and Employment Growth</p> <ul style="list-style-type: none"> Gisborne Business Park 	<p>Submission does not support expansion of Business Park, would like to see the expansion area retained as Rural Living Zone. Reasons include:</p> <ul style="list-style-type: none"> the existing business park is under-utilised and is already of a large size. the proposal is inconsistent with the landscape and natural features of our local area the expansion of the business park will cause long and short-term disruption to local residents both during development and once in operation, and the proposed business park will generate further traffic and noise pollution in the local area. 	<p>The Economic and Employment Analysis provides a detailed overview of Gisborne's commercial and industrial role in the local and regional context. The draft Gisborne Structure Plan seeks to plan for growth over the next 20-30 years. Urban Enterprise have provided a low-growth scenario (0.9ha pa) which estimates there is 9.1 years of existing supply, and a medium-growth scenario (1.6ha pa) that estimates this provides for 5.3 years of supply.</p> <p>The layout and role of the business park will be further reviewed as part of further work on the second draft of the plans. Section 7.4 (Future direction for the Gisborne Business Park) includes further response to submissions related to the business park. This is discussed also in Section 4.10 Future urban structure options.</p> <p>Detailed responses to concerns raised are provided in Section 7.5 Future direction for the Gisborne Business Park.</p>
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<p>Landscape and Environment</p> <ul style="list-style-type: none"> • Trees and vegetation • Parks and open space • Wildlife • Landscape, views and vistas 	<ol style="list-style-type: none"> 1. Concerned with the impact development may have on existing trees which contribute to the town's character. 2. Submits that section marked in green as 'open space' on Hamilton Road is actually netball courts and asphalt car park. 3. Submits that there is a lack of green open space in the plan, and that more needs to be set aside in the plan to support the health and wellbeing of the population and accommodate birds and wildlife. 4. Concerned that views to Mount Macedon will be diminished through future double storey development in Chessy Park Estate area. 	<ol style="list-style-type: none"> 1. The plans contain direction for protecting, maintaining and encouraging further establishment of trees within streets and private property (noting that there are limits to what can be regulated through the planning scheme). Refer to response provided in Section: 8.2.4 Trees and vegetation 2. The netball courts on Hamilton Road are zone Public Park and Recreation Zone and considered as active open space. This space should be recognised as part of the future Regional Sports Precinct in the plans. 3. Future green spaces are to be established through a Precinct Structure Plan process that follows rezoning land to Urban Growth Zone. There is direction for planning for open space in the Structure Plan on page 40, and it is acknowledged that Council's Open Space Strategy requires review to provide more certainty on open space requirements to be delivered as part of new developments (underway). Note that future urban structure options have considered open space at a high level (Section 4.10). 4. The Chessy Park area is currently zoned General Residential Zone, which technically allows for built form up to 3 storeys high. The proposed Neighbourhood Residential Zone has a maximum building height of 2 storeys. The Design and Development Overlay contain planning permit decision guidelines that include whether the siting, height and design of proposed buildings or works will be in keeping with the character and appearance of the area. Further discussion on neighbourhood character and residential development is provided in Section 5 (Planning for housing) and Section 6 (Neighbourhood character). <p>Action</p> <ul style="list-style-type: none"> • Annotate netball courts on Hamilton Road as part of the future Regional Sports Precinct.
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Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<p>Raises concern with road safety issues at Early Street/Station Road intersection. States that traffic on this road is an issue and that there have been many near misses.</p>	<p>The Structure Plan identifies a medium-term priority to improve pedestrian and vehicle access at the Hurst Drive level crossing area on page 44.</p>
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Submission 133

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Housing diversity, density and affordability 	<p>Supports development in New Gisborne around train station but submits that it should occur slowly and with large block sizes, low site coverage to allow for vegetation.</p> <p>Submits that Gisborne should not be like inner city Melbourne with housing block sizes less than 600m², containing lots of 2-storey townhouses.</p>	<p>Responses to these concerns are provided in the following sections:</p> <p>Section 5.3 Housing diversity, density and affordability</p> <p>Section 5.4</p> <p>Housing framework change areas.</p>
Settlement Boundary <ul style="list-style-type: none"> Township growth 	<p>Submits for slowing of population growth level to 100-120/year or 1100/10 years, and a slower release of land for housing development.</p>	<p>Submission noted. Refer to response provided in Section 4.1: Township growth.</p>
Neighbourhood character <ul style="list-style-type: none"> GRZ / Precinct 3 Precinct controls 	<p>Seeks application of Neighbourhood Residential zone to whole town, maximum two storey residential development and limits to building footprints to 30% of land for properties over 1000m².</p>	<p>Submission noted. Refer to response provided in Sections 6.1.3 Precinct 3 and the General Residential Zone and 6.1.1 NCS precinct controls</p>
Economic and Employment Growth <ul style="list-style-type: none"> Gisborne Business Park Activity centres 	<p>Submission requests the following of the Gisborne Business Park:</p> <ol style="list-style-type: none"> Maintain commercial building height limits at two storeys. Ensure new commercial buildings include maximum solar panels on roof tops, coupled with battery storage units. Extend incrementally the industrial park by no more than 25% over the next 30 years. Keep the existing properties along the north side of Saunders Road, but ensure 50m minimum buffer of trees and bushland between those properties and the industrial park. Establish native bushlands for area between train track and commercial zone - to serve as a buffer, making Gisborne more attractive for those arriving/departing Gisborne. 	<p>Business Park:</p> <ol style="list-style-type: none"> Guidelines for built form are provided in the Commercial and Industrial Design Guidelines, and will be reviewed in the preparation of a schedule to the Design and Development Overlay. The Structure Plan nominates land area required to support ongoing economic and employment activity but does not control the staging or timing of this development, this will be up to individual landowners whether they would like to develop or not. The Business Park Expansion Area in the draft Structure Plan (Figure 9, p.27) indicates that there is to be a 60m built form setback with 10m landscape buffer and a landscaped car park.

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	<p>In regards to Activity Centres:</p> <ol style="list-style-type: none"> 1. Submits that the area north or west of Skyline Drive be maintained as open space - no activity centre or further development. 2. Submission generally supportive of growth being focussed in New Gisborne to support existing services and reduce pressure and reliance on Gisborne township. Would like this to be done slowly and in stages, with modest supermarket, no larger than current Foodworks and additional minimal infrastructure. 	<p>3. Detailed design feedback noted for re-draft of the Development Plan.</p> <p>Activity Centres:</p> <ol style="list-style-type: none"> 1. Submission is related to residential growth and the housing framework, however is included for mention of the proposed activity centre. The area in question (89 Ross Watt Road, also known as the Barro land) is zoned for residential purposes forms part of Clause 21.13-1 of the Macedon Ranges Planning Scheme and remains counted towards the quantum of future residential land required as part of the Gisborne Futures project. <p>The area forms part of Clause 21.13-1 of the Macedon Ranges Planning Scheme, and is nominated as a 2009 ODP which is Council's current adopted policy and has been identified to support short to medium term residential growth opportunities.</p> <p>The proposed activity centre will provide walkable access to local convenience shopping and services in line with the principles of delivering '20 minute neighbourhoods', and has been carried over from the ODP which is Council's current adopted plan for the area.</p> <p>The endorsed New Gisborne Development Plan includes a concept for the activity centre that includes a small supermarket/convenience grocery store.</p> <p>Any future activity centre in proximity to the station would be subject to further economic work to determine size and timing as part of a future Precinct Structure Plan process.</p> <p>Refer to discussion on the size and role of activity centres in Section 7.3.</p>
<p>Landscape and Environment</p> <ul style="list-style-type: none"> • Trees and vegetation • Parks and open space 	<ol style="list-style-type: none"> 1. Suggests providing opportunities for Council and residents to maximise the establishment of green corridors and landscape conservation zones, while protecting and enhancing waterways. <p>Suggests maximising streetscapes with trees and native plant life, while</p>	<ol style="list-style-type: none"> 1. The Structure Plan includes broad direction to protect and enhance waterways, roadsides and connected areas of open space. Refer to discussion in Section 8 Landscape and environment. Refer also to Council's biodiversity Strategy. 2. The area west of the Calder Freeway is contained within Rural

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<ul style="list-style-type: none"> Environmental values, waterways 	<p>protecting existing street trees in the planning scheme.</p> <ol style="list-style-type: none"> Advocates for the protection of the landscape conservation designation for the area west of the Calder Freeway, including Jacksons Creek. Seeks target of 50% passive community parklands in new neighbourhoods. Suggests that area north and west of Skyline drive be retained as open space, that it should not be developed or provide an activity centre. Supports landscape conservation along Jacksons Creek, remove non-native vegetation, provide native vegetation and walking/cycling paths. Seeks protection of entrances and gateways. 	<p>Conservation Zone and there are no plans to change the zone.</p> <ol style="list-style-type: none"> Open space contributions as part of new developments are set at 5% in the planning scheme above and beyond any other land encumbered for environmental purposes such as drainage or conservation. Council is currently reviewing the Open Space Strategy which will explore whether a higher rate is appropriate. Refer to discussion in Section 8.5. The area to the north and west of Skyline Drive (89 Ross Watt Road, also known as the Barro land) is zoned for residential purposes, forms part of Clause 21.13-1 of the Macedon Ranges Planning Scheme and remains counted towards the quantum of future residential land in the Gisborne Futures project. <p>The area forms part of Clause 21.13-1 of the Macedon Ranges Planning Scheme, and is nominated as a 2009 ODP which is Council's current adopted policy and has been identified to support short to medium term residential growth opportunities.</p> <p>The proposed activity centre will provide walkable access to local convenience shopping and services in line with the principles of delivering '20 minute neighbourhoods', and has been carried over from the ODP which is Council's current adopted plan for the area.</p> <ol style="list-style-type: none"> Support for access and improvements to Jacksons Creek noted. Noted, this is discussed in 8.3 Township edges and entrances.
<p>Urban Design Framework</p> <ul style="list-style-type: none"> Character and built form Building heights 	<p>Submission seeks to limit any future commercial buildings in town centre to 2 storeys.</p> <p>Seeks to keep town centre 'contained'.</p>	<p>Refer response to Section 12.2 Building heights.</p> <p>The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response.</p>

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		Refer to response in Section 12.3 Building heights.
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Submission 134

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	<p>Submission does not support Glen Junor.</p> <p>Concerned with developer influence on consultation, and hopes that council have the resources and resolve to ensure that cashed up developers don't dictate the terms in which the community evolves.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021.</p>
Planning for housing <ul style="list-style-type: none"> Housing diversity, density and affordability 	<p>Submits that high density blocks located far from town centre is inappropriate.</p>	<p>Policy found at policy Clause 21.13-1 of the Macedon Ranges Planning Scheme includes preferred locations for medium-density housing or infill development in Gisborne.</p> <p>Planning for housing needs to be inclusive and cater for a diverse community, and this involves planning for housing choice to suit a range of household types and budgets.</p> <p>Further discussion and response is found in Section 5 Planning for housing.</p>
Neighbourhood character <ul style="list-style-type: none"> Precinct controls 	<p>Submission does not support further subdivision of Precinct 4e.</p>	<p>Noted, Precinct 4e is newly developed and unlikely to experience further pressure for infill. Restrictive covenants are in place that limit development to one dwelling per lot. Precinct to be reviewed for inclusion in 'minimal change' area.</p>

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Landscape and Environment <ul style="list-style-type: none"> • Environmental values • Parks and open space • Entrances and edges • Wildlife 	<ol style="list-style-type: none"> 1. Submits that would be good if there was more supporting documentation for the environmental impacts of the growth in the town and surrounds. 2. Provides examples of koalas in the Hobbs Road area, and raises concern with impacts of firewood collection and rubbish dumping. Questions what Council is doing to protect and enhance these areas and what impact will a growing population have on wildlife. 3. Submission raises that the current BMX park and skate park are at capacity and are not adequate to support the number of kids using them. Concerned with kids finding alternatives and building their own structures in environmentally sensitive areas. 4. Submission concerned with how close housing developments are allowed to be situated to the freeway edge, not only from the perspective of the potential amenity impacts (noise, fumes etc), but also the visual impact this has. Does not support sound-walling and is interested in what Council is doing to prevent this. Submission also suggests that it would be nice to have welcoming signage for the town. 	<ol style="list-style-type: none"> 1. Refer to discussion in Section 8.2 Environmental values for further detail on how analysis of environmental values was considered in development of the plan. 2. Council manages the Hobbs Road area in line with a current Environmental Management Plan available on Council's website. 3. The Structure Plan seeks to improve the quality of existing open space (p. 40) and the delivery of open space as part of new developments, and includes an action to review Council's Open Space Strategy (currently underway). Refer also to discussion in 8.5 Parks and open space. 4. Diagrams, sections or illustrations of the 'landscape buffers' and preferences for sound attenuation and a built form/urban design response along freeway interfaces can be included in revised Structure Plan. Refer to Section 8.3 Township edges and entrances.
Movement and Transport <ul style="list-style-type: none"> • Western Link Road 	<ol style="list-style-type: none"> 1. Submission requests further detail on the Western Bypass and clarification on what is meant by 'long-term'. 2. Requests that green heritage style street lighting lanterns are retained and not replaced with grey industrial lights to keep the look and the feel of the residential streets intact. 3. Requests reduction in speed from 80km/h to 60km/h on Bacchus Marsh Road south of Mulgutherie Way. 	<ol style="list-style-type: none"> 2. The traffic modelling exercise has provided Council with a tool to consider the future need for this road. Refer also to response provided in Further discussion is provided in Section 9.3 Western Link Road. 3. Lighting styles are a detail that is beyond the scope of a structure plan. 4. Referred to Council's engineering department for consideration.

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Submission 135

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Township boundary investigation areas 	Landowners seeking further consultation on rezoning to Urban Growth Zone.	Note submission followed up with phone call and further information.

Submission 136

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Growth Housing diversity, density and affordability 	Acknowledges that the community is slowly changing from a rural to more residential one, seeks to maintain rural, low-density housing.	Planning for housing needs to be inclusive and cater for a diverse community, and this involves planning for housing choice to suit a range of household types and budgets. This is discussed in Section 5.3 Housing diversity, density and affordability.

Submission 137

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Glen Junor Township character Housing diversity, density and affordability 	<ol style="list-style-type: none"> Raises concern that the plans do not include concepts or plans about how development would occur in Urban Growth Zones. Does not support unit development, concern with loss of property values and maintenance/appearance of rental properties, car parking on streets. 	<ol style="list-style-type: none"> It is acknowledged that the plan could include further detail on the character outcomes, an action is included in Section 5.2 to prepare precinct plans for Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township. Planning for housing needs to be inclusive and cater for a diverse community, and this involves planning for housing choice to suit a range of household types and budgets. This is discussed in Section 5.3 Housing diversity, density and affordability.

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Settlement Boundary <ul style="list-style-type: none"> Glen Junor Township growth Population forecasts 	<ol style="list-style-type: none"> Submission does not support Glen Junor. Submits that it was included to satisfy the demands of the owners of the property. Has concerns with environmental impact and loss of rural landscape, that it compromises the buffer of rural land separating Gisborne from Riddells Creek and sets a precedent for other landowners to push for the Gisborne town boundary to be extended even further. Questions whether Gisborne has to have a population of 50,000. Submits that if it's full, it's full. 	<ol style="list-style-type: none"> Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this. The plan is not aiming for a specific population target. Refer to Section 4.9 Population forecasts.
Landscape and Environment <ul style="list-style-type: none"> Environmental risks, bushfire Trees and vegetation 	<ol style="list-style-type: none"> Submission raises that the plans fail to address bushfire risk. Supports and advocates for the retention and conservation of the town's street trees. Suggests that all future tree planting should reflect established street trees and provide canopy cover. 	<ol style="list-style-type: none"> The revised plans will include a bushfire risk assessment (note that discussion with CFA have previously indicated a preference for growth in New Gisborne as a lower-risk area). This is discussed further in Section 8.1.2 Bushfire. Submission noted. Refer to response provided in Section 8.2.4 Trees and vegetation.
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	Submission supports WLR concept to avoid duplication of Station Road.	Submission noted. Further discussion is provided in Section 9.3 Western Link Road.

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<p>Urban Design Framework</p> <ul style="list-style-type: none"> • Character and built form • Building heights • Car parking 	<ol style="list-style-type: none"> 1. Does not believe the plans adequately address future car parking requirements. Does not agree with survey results that show 1 in 3 parks being vacant at peak times. 2. Does not support that car parks have been identified as having development potential. 3. Submission does not support 4 storey development in town centre. 	<ol style="list-style-type: none"> 1. Submission noted. Refer to response in Section 12.4: Car parking. 2. Most of the Gisborne Village car parks are privately owned and zoned Commercial 1. The plans are designed to provide built form guidance if the owners of this land wish to develop. Council does not have the ability to prevent the owners of the land lodging an application to develop, however is seeking to manage the built form outcomes through a schedule to the Design and Development Overlay. 3. The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response. 3. Refer to response in Section 12.3 Building heights.
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Submission 138

Theme	Summary	Response
Urban Design Framework <ul style="list-style-type: none"> Car parking 	<ol style="list-style-type: none"> Submission from business located in Gisborne Central. Does not agree that 1 in 3 car parking spaces are vacant in the town centre and requests more car parking. Opposes the 2 hour parking restriction and fines in Gisborne Central and claims that this has an effect on health and safety. Submits that it is unsafe for staff to park across the road or away from the workplace and then have to walk. 	<ol style="list-style-type: none"> Any issues with the timing of car parking and the issuing of infringement notices should be raised with Centre Management. In 2014 an agreement was reached between the owner of the car park and Council where Council agreed to provide Parking Services on the car park, including the regulation and enforcement of parking and the issuing of infringement notices, at the request of the owner. Staff using car parking for longer stays results in a lower turn-over rate of spaces and is contributing to a lack of short-term capacity on the centre. Unrestricted car parking is available in John Aitken Reserve opposite. It is acknowledged that Aitken Street is busy at peak times and the plans include a signalised intersection to make crossing safer.

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Submission 139

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth 	Submission concerned with level of growth proposed and that Council has never pushed back on state government agenda for growth, nomination of Gisborne as a Regional Centre and loss of 'village' character.	<p>Gisborne is identified in State and Local policies as a regional centre that is promoted for growth. It is not the role of the Structure Plan to change or alter the position of Gisborne within the Macedon Ranges settlement hierarchy.</p> <p>A key task for the Gisborne Futures project is to establish a longer term framework for that sets out a vision for Gisborne as a 'regional centre' that responds to neighbourhood, landscape and township values, while also setting a settlement boundary that will be protected through state legislation. Refer to further discussion in Section 4 (Setting a protected settlement boundary).</p>
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Design and Development Overlays 	<ol style="list-style-type: none"> Submits that the sub-precincts in Precinct 4 have differing character and the controls aren't nuanced enough to capture these. Does not support removal of DDO10 from Precinct 4d as it contains permit triggers for front fences. Submits that covenants are present that include a single dwelling caveat and infill is not supported. 	<ol style="list-style-type: none"> Precinct 4 controls can be reviewed to ensure the proposed NRZ schedules and character outcomes are appropriate for the whole precinct. Noted, DDOs will be reviewed further with consideration given to fence controls. The NCS notes that restrictive covenants may be located on property titles. Minimal change area applies. <p>Refer also to response provided in Sections 6.1.1 NCS precinct controls.</p>
Landscape and Environment <ul style="list-style-type: none"> Landscape, views 	Submits that there should be no further subdivision or development of Magnet Hill and advocates for the protection of Magnet Hill for its contribution to the town's rural character.	<p>Magnet Hill is identified in the plans as a significant landscape feature with cultural heritage values. No changes are proposed for Magnet Hill in the Gisborne Future Plans.</p> <p>A Planning Scheme Amendment (C126) recently rezoned public land on Magnet Hill from Rural Living Zone to Public Conservation and Resource Zone.</p> <p>The remainder of the hill will remain in Rural Living Zone, there is an existing Significant Landscape Overlay (SLO) on Magnet Hill and a revised schedule to the SLO is proposed through the Macedon Ranges Landscape Assessment Study and Amendment C133, which is also currently underway.</p>

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Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic Western Link Road 	<ol style="list-style-type: none"> Submission does not support traffic lights, concerned with contradiction with 'village' character. Concerned with truck movements and traffic volumes at Aitken Street/Robertson Street roundabout and that medium or long term timing of future infrastructure works are not addressing the problem. Concerned with location of Western Link Road transecting future residential areas and submits that the land needs to be set aside now. 	<ol style="list-style-type: none"> Refer to response in Section 9.1: Road Infrastructure and traffic. The traffic modelling exercise has provided Council with a tool to consider the future need for this road. The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation. Further discussion is provided in Section 9.3 Western Link Road.
Urban Design Framework <ul style="list-style-type: none"> Character and built form 	<p>Concern with loss of 'village' character and that the Urban Design Framework does not go far enough to both describe and protect the character within precincts</p>	<p>The UDF requires more work on defining what the village character is and what elements of this can be protected through planning controls</p> <p>Action</p> <ul style="list-style-type: none"> Revisit definition of 'village character' in the UDF

Submission 140

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission does not support Western Link Road.</p> <p>Concerned with location in Rural Conservation Zone, minimal traffic reduction, loss of business with through-traffic diversion, prohibitive construction costs, impacts on wildlife and environment including an increase in road kill, pollution, impacts on residents, increase in road accidents, fire danger from vehicles emitting sparks.</p> <p>Concerned with consultation process, seeks exploration of alternate routes.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

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Submission 141

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Township boundary 	<p>Submission supportive of inclusion of properties north of railway line in township boundary.</p> <p>Submission includes Concept Structure Plan for the area.</p> <p>Submission does not support use of Urban Growth Zone, believes that a Development Plan Overlay would be more appropriate.</p>	<p>Submission noted. Submission will be reviewed in detail as part of Structure Plan review.</p>
Economic and Employment Growth <ul style="list-style-type: none"> Activity centres 	<p>Submission on behalf of landowner north of railway line indicates a proposed activity centre site (note: not on client's land).</p>	<p>The proposed location is consistent with that provided in the draft Gisborne Structure Plan.</p> <p>Definition of the size, role and timing of this proposed activity centre is subject to further economic work as part of a future Precinct Structure Plan.</p>

Submission 142

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	<p>Support for Glen Junor.</p> <p>Support reasons include walking and cycling paths, Western Link Road, higher density, diversification and affordability, open space. Concerned about Station Road widening.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021.</p>
Landscape and Environment <ul style="list-style-type: none"> Parks and open space Entrances and edges 	<ol style="list-style-type: none"> Submits that new development will need to be balanced by provision of open space and parkland as a requirement of the development. Does not support 'noise barriers' along freeway, would prefer 'landscape buffers'. 	<ol style="list-style-type: none"> Noted, refer discussion on parks and open space at Section 8.5 Parks and open space. Sound attenuation and landscape buffers at township entrances and edges is discussed in Section 8.3 Township edges and entrances.
Movement and Transport <ul style="list-style-type: none"> Duplication of Station Road Western Link Road 	<ol style="list-style-type: none"> Submits that it would be disappointing to see trees removed on Station Street to make way for a road widening. Submission supports Western Link Road. Submits that ideally Gisborne should have an eastern and western bypass to direct traffic around town. 	<ol style="list-style-type: none"> Council rescinded in-principle support for the duplication of Station Road. The Gisborne Futures project has explored alternatives to the duplication, and includes actions to protect significant trees within streets and road reserves.

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<ul style="list-style-type: none"> Walking and Cycling 	<p>3. Supports actions to improve walking and bike paths. Submits that this will be integral to the health and wellbeing of residents.</p>	<p>2. The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p> <p>3. Noted.</p>
<p>Urban Design Framework</p> <ul style="list-style-type: none"> Building heights 	<p>Submission does not support 4 storey development in town centre.</p>	<p>The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response.</p> <p>Refer to response in Section 12.3 Building heights.</p>

Submission 143

Theme	Summary	Response
<p>Settlement Boundary</p> <ul style="list-style-type: none"> Glen Junor Township boundary investigation areas 	<p>1. Submission does not support Glen Junor.</p> <p>Concerned with impacts on Wurundjeri cultural heritage values, environmental impacts on waterways, seeks for the site to be revegetated to grassy woodland species.</p> <p>2. Does not support housing development on 141 Ferrier Road due to potential environmental and cultural heritage impacts.</p>	<p>1. Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p> <p>2. Concerns noted. Refer discussion on the Gisborne Marshlands Reserve in Section 8.2.3 and Township boundary investigation areas in Section 4.4.</p>

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<p>Landscape and Environment</p> <ul style="list-style-type: none"> • Landscape, views • Trees and vegetation • Environmental values, waterways 	<ol style="list-style-type: none"> 1. Raises concern with Viewline 2 in the Structure Plan (section 12.2) and submits that it does not capture Magnet Hill, suggests moving viewpoint to capture view over Marshlands Reserve to Mount Macedon to the north. 2. Requests indigenous planting schedules be mandated for all new housing developments to increase and protect biodiversity, including 2 canopy trees for each house built. 3. Suggests that local environment laws should be used to map significant trees and that overall, a database of the towns trees should be kept. 4. Seeks greater protection of the Jacksons Creek escarpment from over development. 5. Submits that Council acquire 20m of land either side of Jacksons Creek for environmental protection. 6. Does not support development of 141 Ferrier Road (Cathlaw Estate) due to concerns with drainage and impacts on Gisborne Marshlands Reserve, and cultural heritage impacts. 	<ol style="list-style-type: none"> 1. An additional viewline to the north from the edge of the Calder Freeway across the Marshlands Reserve to Mount Macedon can be included in the Structure Plan. 2. Refer to detailed discussion on planting schedules in response to submissions related to trees and vegetation in Section 8.2.4 Trees and vegetation. Trees and landscaping can be considered in Neighbourhood Residential Zone schedules. 3. Council undertakes regular monitoring and updates to its database of trees within streets and reserves. Further information on how Council manages trees in parks and reserves is found in Council's Tree Management Policy and/or Environmental Management Plans. 4. The Structure Plan includes an action to investigate the application of the Significant Landscape Overlay to the Jacksons Creek escarpment. Refer to response found in Section: 8.2 Environmental values. 5. Refer to discussion on waterways within Section 8.2.2. 6. Refer discussion on the Gisborne Marshlands Reserve in Section 8.2.3 Gisborne Marshlands Reserve. <p>Action</p> <ul style="list-style-type: none"> • Include view from Calder Freeway across Gisborne Marshlands Reserve to the Macedon Ranges in the north in the list of views and vistas (Section 12.2 page 34) and Figure 11 on page 35. • Include an action to investigate how to encourage a palette of indigenous or native species in new housing estates to enhance biodiversity and local habitat at Objective 21 (Section 12.3).
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Urban Design Framework <ul style="list-style-type: none"> Character and built form 	<p>Submission does not support 'big box' shops and would like to see greater protection against these.</p>	<p>Concern with 'big box' shops is noted. The plans are seeking to discourage this type of development from the town centre and this is specifically addressed on page 13 of the UDF:</p> <p><i>Support development that accommodates a mix of retail, commercial, community and residential uses within the town centre.</i></p> <p><i>Support location of light industrial, trade supplies, restricted retail and bulky goods to an expanded business park, and discourage their location within the town centre.</i></p> <p>Refer to response provided in Section 12.2 Town centre character and built form.</p> <p>It is the intended role of the expanded business park to accommodate larger format and restricted retail premises. A Design and Development Overlay is proposed for the business park to ensure these are designed to have a sensitive response to the town entrance and surrounding landscape and residential context. Further detail on this is provided in Section 7.5.3: Business park impact on rural character and township entrances.</p>
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Submission 144

Theme	Summary	Response
Landscape and Environment	<p>Submission on behalf of Department of Education, pine plantation site.</p> <p>Requests amendment to plan to indicate future rezoning of pine plantation site.</p>	<p>Note any rezoning of site would be subject to a proponent-led planning scheme amendment.</p>

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Submission 145

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth 	<p>Submission concerned with level of growth proposed and that Council has never pushed back on State Government agenda for growth.</p> <p>Does not support greenfield township expansion, concern with suburban expansion, crime, health and wellbeing impacts.</p>	<p>Gisborne is identified in State and Local policies as a regional centre that is promoted for growth. It is not the role of the Structure Plan to change or alter the position of Gisborne within the Macedon Ranges settlement hierarchy.</p> <p>A key task for the Gisborne Futures project is to establish a longer term framework for that sets out a vision for Gisborne as a 'regional centre' that responds to neighbourhood, landscape and township values, while also setting a settlement boundary that will be protected through state legislation. If the current township boundary was considered sufficient it would have been locked in through the preparation of the Statement of Planning Policy. Refer to further discussion in Section 4 (Setting a protected settlement boundary).</p>
Neighbourhood character <ul style="list-style-type: none"> Precinct controls 	<p>Does not support infill development proposed in NCS.</p>	<p>Character outcomes and proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.</p>
Economic and Employment Growth <ul style="list-style-type: none"> Role of Gisborne as a regional centre Town centre commercial and retail 	<ol style="list-style-type: none"> Submits that an increase in retail and services in the town is unjustified as there has never been full occupation of shop premises in 30 years. Submits that Gisborne is more of a service centre and with Melton and Sunbury nearby there is no justification for transforming it into a regional centre. 	<ol style="list-style-type: none"> Refer response to Key Issue 2: Town centre commercial/retail land supply and demand. The <i>Economic and Employment Analysis</i> (UE 2020) completed for Gisborne Futures notes that Gisborne currently supports approximately 26,000 sqm of occupied retail floor space, increasing by 2,575 sqm between 2009 and 2018. The current vacancy rate is 2% (excluding the Aldi site), indicating strong retail performance. Refer response Section 7.1: Role of Gisborne as a regional centre
Economic and Employment Growth <ul style="list-style-type: none"> Gisborne Business Park 	<p>Submits that extending the industrial estate in New Gisborne to Saunders Road would create an ugly visual entrance from the east of the shire.</p>	<p>The layout and role of the business park will be further reviewed as part of further work on the second draft of the plans, see Section 7.4 (Future direction for the Gisborne Business Park) This is discussed also in Section 4.10 Future urban structure options.</p>

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<p>Landscape and Environment</p> <ul style="list-style-type: none"> • Environmental risks, bushfire • Environmental values, waterways • Wildlife 	<ol style="list-style-type: none"> 1. Submission generally concerned with environmental impacts of growth. Concerns include increased traffic movement, removal of trees and native vegetation, loss of ecosystems, increased human footprint and impact on waterways. 2. Submits that views down onto town have been ignored. 3. Submits that land around Gisborne should be preserved for food production. Farmland at 89 Ross Watt Road should never be developed for residential use because of its close proximity to the Rosslynne Reservoir water supply. 4. Seeks extra protection for areas to be set aside for wildlife corridors and requests that all waterways should be given 100m protection either side to protect the waterway and allow wildlife movement and kangaroo habitat. 5. Advocates for greater protection of the Gisborne Marshland Reserve. 6. Submits that the plans need to make greater reference and response to the many species of flora and fauna are already listed as endangered. 7. Submits that the plans need to provide greater recognition and response to bushfire risk. 	<ol style="list-style-type: none"> 1. Refer response provided in Section: 8.2 Environmental values. 2. Key views include View 3 from the northern escarpment across the Jacksons Creek valley and Gisborne township, toward Mount Gisborne, View 5 across the Jacksons Creek Valley towards Mount Macedon from Melbourne Road, and to the south from Mill Road towards Mount Gisborne and the valley to the east. 3. Land nominated for residential expansion is zoned for Rural Living purposes and is currently providing minimal contribution to food production for the region. The plans do not seek to expand into land zoned for farming purposes. The area to the north and west of Skyline Drive (89 Ross Watt Road, also known as the Barro land) is zoned for residential purposes, forms part of Clause 21.13-1 of the Macedon Ranges Planning Scheme and remains counted towards the quantum of future residential land required as part of the Gisborne Futures project. It is not located in the catchment for Rosslynne Reservoir which is identified through Environmental Significance Overlay Schedule 5 in the Macedon Ranges Planning Scheme (in place to protect water catchments from inappropriate development and protect water quality). 4. Refer to discussion on waterways at Section 8.2.2 Waterways 5. Refer to discussion on Gisborne Marshlands Reserve at Section 8.2.3 Gisborne Marshlands Reserve. 6. Protection of areas with high biodiversity and conservation values was a key consideration in determining the appropriate location for township growth. Refer also to response found in Section 8 Landscape and environment. 7. The revised plans will include a bushfire risk assessment (note that discussion with CFA have previously indicated a preference for growth in New Gisborne as a lower-risk area). This is discussed further in Section 8.1.2: Bushfire.
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<p>Urban Design Framework</p> <ul style="list-style-type: none"> • Character and built form • Building heights 	<ol style="list-style-type: none"> 1. Submits that if Gisborne Futures allows 2-4 storey modern concrete structures, increased concrete infrastructure and over development within the township, sadly Gisborne will no longer be a country town with a village character (does not support 3 or 4 storey building heights in the town centre). 2. Submits that due to increased crime associated with an increased population the 'suburban' style meeting areas around the town would be a waste of investment. Acknowledges that people would utilise low key seating areas along walking routes however states they would only be used for a couple of months of the year due to our cool climate. 	<ol style="list-style-type: none"> 1. Note that currently Gisborne does not have any enforceable built form controls or height limits. Design controls have been prepared to ensure new development does not compromise views to Gisborne's landscape setting, and that it responds to elements identified as contributing to Gisborne's township character. These will give Council greater control over the look and feel of buildings that what is currently provided through the planning scheme. The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response. Refer also to response provided to Section 12.2 Town centre character and built form. 2. This basis of this submission related to crime activity is unfounded. Providing places that are attractive and functional for people to gather and spend increases passive recreation and surveillance in the streets and is used as a deterrent to criminal behaviour in areas that actually experience these issues. Climatic conditions do vary however this not considered to be a determining factor in whether to provide access to these amenities. <p>Action</p> <ul style="list-style-type: none"> • Include discussion related to Crime Prevention through Environmental Design (CPTED) principles in the Urban Design Framework.
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Submission 146

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission does not support Western Link Road.</p> <p>States that the proposal is hypocritical of prior planning decisions.</p> <p>Submits that an alternate truck route should be found, that the proposal is not in keeping with Gisborne's rural atmosphere.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

Submission 147

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	<p>Submission objecting to Precinct 6a neighbourhood character controls.</p>	<p>Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.</p>

Submission 148

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<p>Submission concerned with an increase in traffic and road safety issues in Gisborne South, on McGeorge, Weigall and Couangalt Roads due to township growth.</p> <p>Submits for:</p> <ul style="list-style-type: none"> Safe access tracks for all road users including pedestrians, bike riders and horse riders. Road safety improvements for McGeorge Road. Access to the Calder Freeway from the end of Brooking or Willowbank Roads. 	<p>This submission is primarily concerned with road safety for users in South Gisborne, which is outside the study area and the project did not consider these roads in great detail.</p> <p>DOT are not supportive of creating an additional access point to the Calder Freeway from Brooking Road.</p>

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Submission 149

Theme	Summary	Response
Economic and Employment Growth <ul style="list-style-type: none"> Activity centres 	<ol style="list-style-type: none"> Supports the Draft Gisborne Futures Structure Plan and the actions to rezone the land at 101-105 Willowbank Road from the General Residential Zone to the Commercial 1 Zone. Submits for inclusion of a medium density residential component on the site. Requests modification to the NAC Design Guidelines to appropriately reflect the scale, role and context of the future Neighbourhood Activity Centre on Willowbank Road. 	<ol style="list-style-type: none"> Support noted. Feedback has been provided that support for medium density development will require certainty that the site has the capacity to support an activity centre, and we will work through this as part of any development/rezoning application. To be reviewed. <p>Action</p> <ul style="list-style-type: none"> Review design guidelines in line with preparation of a Design and Development Overlay specific to the site. Explore options for policy guidance or other planning scheme controls regarding commercial land uses to ensure the vision for NACs is embedded in nominated sites.
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<p>Submission requests further information on road intersection upgrades that would be required at intersection of Brady Road and Willowbank Road.</p>	<p>Council's engineering department have advised that an upgrade of the intersection is not required.</p> <p>Action</p> <ul style="list-style-type: none"> Review the status of the proposed intersection upgrade.

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Submission 150

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth 	<p>Claims a 100 year surplus in land in township and surrounding area and that there is no technical justification for this current push for additional lots or higher than the average lot yield</p> <p>Submits that there is some merit in 'infill' rather than 'expansion'.</p>	<p><i>A Residential Land Demand and Supply Assessment (LDSA)</i> was Completed in 2020 and was revised by Council in 2022.</p> <p>The review estimates 10 years worth of land supply for Gisborne under a 'growth' scenario and would require additional lots to achieve a 30 year supply. Refer to Section 4.7: How much residential land do we need? and Section Section: 4.1 Township growth.</p>
Planning for Housing <ul style="list-style-type: none"> Township character 	<p>Submission concerned that the plans do not align with the consultation summary including community's desire to maintain the country feel, decreasing lot sizes will make the area into a 'ghetto', retention of 'village' character, concerns with housing growth.</p>	<p>Submission noted. Refer to response provided in Section 5.2: Township character.</p>
Economic and Employment Growth <ul style="list-style-type: none"> Gisborne Business Park 	<p>Submits that an industrial estate in close proximity to residential zones and contrary to the MRSC Industrial Zone plans and documentation on standards for Industrial Zones.</p>	<p>The layout and role of the business park will be further reviewed as part of further work on the second draft of the plans. Section 7.4 (Future direction for the Gisborne Business Park) includes further response to submissions related to the business park. This is discussed also in Section 4.10 Future urban structure options.</p>
Landscape and Environment <ul style="list-style-type: none"> Environmental risks, climate change Environmental values 	<p>Submits that there is no comment or supporting documentation on this definition of 'sustainable'.</p> <p>No description as to 'this is the last of the growth due to the environmental factors'.</p>	<p>Agree, further work is required to address climate change in greater detail. Refer to Section 8.1:</p> <p>Environmental risks – climate change, flooding, fire.</p> <p>A key task for the Gisborne Futures project is to establish a longer term framework for that sets out a vision for Gisborne as a 'regional centre' that responds to neighbourhood, landscape and township values, while also setting a settlement boundary that will be protected through state legislation. If the current township boundary was considered sufficient it would have been locked in through the preparation of the Statement of Planning Policy. Refer to further discussion in Section 4 (Setting a protected settlement boundary).</p>

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<p>Movement and Transport</p> <ul style="list-style-type: none"> • Road infrastructure and traffic • Public Transport 	<ol style="list-style-type: none"> 1. Submits that there is a lack of infrastructure to support the growing population, concern with additional pressure on freeways and train services. 2. Submits that growth should only occur when the increased demand is aligned with appropriate transport upgrades. Submits that the Gisborne Futures Plans do not address these issues and that Council should lobby for more frequency in services. 	<ol style="list-style-type: none"> 1. The traffic modelling exercise has determined that the Calder Freeway will continue to operate within capacity in vicinity of Gisborne following realisation development scenarios presented in the draft Structure Plan. 2. Public transport is managed through Public Transport Victoria (PTV) which is a State Government agency. Council can advocate to the State Government for improvements and this direction is included in the draft Structure Plan on page 48: <i>Advocate for future service frequency improvements on the Melbourne Bendigo railway line that stop at Gisborne.</i> By planning ahead Council can forecast what improvements to services are needed. Gisborne Futures will provide a tool the advocacy required to receive improved public transport services over time as the town grows. The Gisborne Futures plan also seek to ensure that the town has a strong local economy to provide opportunities for people to live and work in the town, reducing the need for people to commute for work.
<p>Urban Design Framework</p> <p>Car parking</p>	<p>Submits that there is little to no mention of parking in the documents.</p>	<p>The UDF provides direction on car parking at pages 45-46, which summarises analysis and direction provided in the Traffic and Transport Report prepared by Cardno.</p> <p>Refer also to further discussion in Section:12.4:</p> <p>Car parking in this Consultation Report.</p>

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Submission 151

Theme	Summary	Response
Landscape and Environment <ul style="list-style-type: none"> Landscape, views Environmental values, waterways 	<p>Advocates for protection of the Jacksons Creek escarpment, including for controlled residential development set back from the escarpment.</p> <p>Suggests continuous connectivity of the Jacksons Creek corridor as public realm from Rosslyn Reservoir to Glen Junor, including for access for pedestrians and cyclists.</p>	<p>Section 8.4 (Landscape, views and vistas) notes an objective to protect visually sensitive landscapes, views and vistas from development that will compromise their quality and influence on the semi-rural character of Gisborne, and includes an action to assess the Jacksons Creek corridor for potential application of the SLO.</p>
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission does not support Western Link Road.</p> <p>Concerned with lack of prior consultation with affected landowners, impact on property values and amenity.</p> <p>Submits the proposal undermines other key objectives in the plans relating to landscape, views and vistas, protection of Jacksons Creek corridor and escarpment.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

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Submission 152

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Township character Housing diversity, density and affordability 	<p>Submission concerned with decreasing lot sizes and the impact that this will have for the character of the town, does not support small lot sizes in Precinct 6a.</p> <p>Requests that lot sizes on Barro land are designed to fit in with existing residential character of Precinct 6a.</p>	<p>Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.</p> <p>Planning for housing needs to be inclusive and cater for a diverse community, and this involves planning for housing choice to suit a range of household types and budgets. This is discussed in Section 5.3 Housing diversity, density and affordability.</p> <p>Further discussion and response is found in Section 5 Planning for housing.</p> <p>A development plan for 89 Ross Watt Road has been lodged and will be assessed under current planning scheme controls.</p>
Settlement Boundary <ul style="list-style-type: none"> Township growth 	<p>Does not support township growth, submits that no areas not already developed should be developed, primarily concerned with environmental impacts and submits that the current residents of Gisborne like it as a quiet little town. That needs to be protected.</p>	<p>Gisborne is identified in State and Local policies as a regional centre that is promoted for growth. It is not the role of the Structure Plan to change or alter the position of Gisborne within the Macedon Ranges settlement hierarchy.</p> <p>Refer to response provided in Section 4.1: Township growth.</p>
Economic and Employment Growth <ul style="list-style-type: none"> Gisborne Business Park 	<p>Submits that areas not already developed should not be developed due to impacts on environment. This includes development of the business park as Kyneton already offers these services.</p>	<p>The Economic and Employment Analysis provides a detailed overview of Gisborne's commercial and industrial role in the local and regional context. The draft Gisborne Structure Plan seeks to plan for growth over the next 20-30 years. Urban Enterprise have provided a low-growth scenario (0.9ha pa) which estimates there is 9.1 years of existing supply, and a medium-growth scenario (1.6ha pa) that estimates this provides for 5.3 years of supply.</p> <p>The layout and role of the business park will be further reviewed as part of further work on the second draft of the plans. Section 7.4 (Future direction for the Gisborne Business Park) includes further response to submissions related to the business park. This is discussed also in Section 4.10 Future urban structure options.</p>

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<p>Landscape and Environment</p> <ul style="list-style-type: none"> • Environmental risks, climate change, bushfire • Trees and vegetation • Environmental values, waterways • Landscape, views 	<ol style="list-style-type: none"> 1. Submits that the biggest threats to the Macedon Ranges are overpopulation and climate change. 2. Supports plans to maintain the health of street trees, submits that new and replacement street trees should be indigenous or native as they provide habitat and will better cope with climate change. 3. Does not support housing development growth due to loss of environmental values, farmland and bushfire risk, submits that no areas not already developed should be developed. 4. Seeks greater protection of the area around Rosslynne Reservoir and the escarpment of Jacksons Creek. 5. Plans need to address bushfire. 6. Advocates for the expansion of waterway buffers to 200m and stronger protection for the Gisborne Marshlands Reserve. 7. Submits that the plans should acknowledge and build upon all existing strategies for the protection of the environment, including increased mapping of native trees. 8. Submits that the viewline to Gisborne from the top of the escarpment and the viewline to Mount Macedon from the marshland are significant and should be designated as viewlines in the plans. 	<ol style="list-style-type: none"> 1. Noted. Discussion regarding climate change is provided in Section 8.1: 2. Environmental risks – climate change, flooding, fire. 3. Trees are replaced in accordance with Council's Tree Management Policy. Refer also to discussion in Section 8.2.4 Trees and vegetation. 4. Refer to discussion on environmental values found at Section 8.2 Environmental values. 5. The plans include an objective to protect visually sensitive landscapes, views and vistas from development that will compromise their quality and influence on the semi-rural character of Gisborne, and include an action to assess the Jacksons Creek corridor for potential application of the SLO (page 36). Refer to Section 8 Landscape and environment . 6. The revised plans will include a bushfire risk assessment (note that discussion with CFA have previously indicated a preference for growth in New Gisborne as a lower-risk area). This is discussed further in Section 8.1.2. 7. Refer to discussion on environmental values found at Section 8.2 Environmental values 8. A list of reference strategies is provided in the Background Report at page 26. Refer also to discussion on trees and vegetation found at Section 8.2.4 Trees and vegetation. 9. An additional viewline to the north from the edge of the Calder Freeway across the Marshlands Reserve to Mount Macedon can be included in the Structure Plan. View 3 captures the view from the top of the escarpment over Gisborne.
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Movement and Transport <ul style="list-style-type: none"> Western Link Road 	Does not support Western Link Road.	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>
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Submission 153

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission concerned with Western Link Road.</p> <p>Will be seeking further advice and seeks leave to make further submissions in regards to this.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

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Submission 154

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road Walking and Cycling 	<ol style="list-style-type: none"> Submission does not support Western Link Road. Raises concern with the Gisborne Loop cycling path on Bacchus Marsh Road where it requires crossing a 100kmh stretch of road. Notes that this is dangerous as children use this route to ride to school. Requests an extension of the track through Mulbarton Estate with a wooden bridge over the swampy area, which would lead pedestrians and cyclists away from the road, thus increasing safety. 	<ol style="list-style-type: none"> The traffic modelling exercise has provided Council with a tool to consider the future need for this road. The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation. Further discussion is provided in Section 9.3 Western Link Road. A footpath that extends to the off-road cycling path was completed in April 2021. A path connects through the open space/drainage reserve along Mulgutherie Way, it is not clear which area submitter is referring to however footpath connections in the area can be reviewed.

Submission 155

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Land south of Brooking Road 	Submission questions why land south of Brooking Road hasn't been considered.	The selection criteria for inclusion in the township boundary and comment on requests for inclusion south of Brooking Road are provided in Sections 4.2: Submissions on proposed settlement boundary and Section 4.6: Land south of Brooking Road.

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Submission 156

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Housing diversity, density and affordability 	<p>Submission does not support lot sizes of less than 2000m² in Precinct 6a. New townhouses or unit can be accommodated on the Swinburne Ave/Barro land subdivision.</p> <p>Does not support "high density" in Gisborne. Submits that medium density can be accommodated in new development areas where new residents will have purchased them with full knowledge of the type of properties they will be living beside.</p>	<p>Planning for housing needs to be inclusive and cater for a diverse community, and this involves planning for housing choice to suit a range of household types and budgets. This is discussed in Section 5.3 Housing diversity, density and affordability.</p> <p>It is acknowledged that the plan could include further detail on the character outcomes, an action is included in Section 5.2 to prepare precinct plans for Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township.</p>
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	<p>Submission objects to Precinct 6a neighbourhood character controls.</p> <p>Submits that the area east of Precinct 6a is different and should be considered separately.</p> <p>Seeks minimum lot sizes of 2000m², including on 89 Ross Watt Road along Swinburne Avenue to maintain character.</p>	<p>Currently the whole town is zoned General Residential. Under this zone, three storey development is permissible, and there are no minimum lot sizes. Discussion on how local policy guides lot sizes is provided in Section 5.3.2: Lot sizes and medium density in growth areas.</p> <p>Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.</p> <p>Note that a development plan application for 89 Ross Watt Road has been lodged with Council and will need to be assessed against the current controls in the planning scheme.</p>
Economic and Employment Growth <ul style="list-style-type: none"> Activity centres 	<p>Submission concerned with Activity Centre on Swinburne Ave, submits that the plan needs to be more specific about what could be approved for an activity centre considering size, function, traffic, car parking etc.</p> <p>Submits that this could be incorporated into the Ross Watt / Swinburne Ave estate.</p>	<p>Submission raises relevant concerns about the scale and impact of the activity centre. The adopted ODP provides guidance on the size and role of the centre.</p> <p>Detail such as traffic, car parking, amenity etc would be addressed through a future Development Plan or Precinct Structure Plan process.</p> <p>Refer to discussion on the size and role of activity centres in Section 7.3: Neighbourhood activity centres</p>

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Submission 157

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Concern with Western Link Road.</p> <p>Landowner directly affected, submits that there is a lack of supporting information provided. Concerns include impacts on farming, property access arrangements, environmental and aboriginal heritage and an increase in noise and pollution.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

Submission 158

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary 	<p>Submission does not support inclusion of property in the township boundary on Ferrier Road or proposed Urban Growth Zoning.</p>	<p>The Structure Plan in the 2009 ODP indicates this area within 'areas of investigation for possible future expansion of township boundary' and is consistent with policy to focus growth in New Gisborne. Settlement boundary assessment areas are discussed in further detail in Section 4 (Setting a protected settlement boundary).</p>

Submission 159

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary 	<p>Submission supports inclusion of property in township boundary, north of railway line.</p>	<p>Submission noted. For further discussion on township boundary investigation areas and selection criteria refer to Section 4 (Setting a protected settlement boundary).</p>

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Submission 160

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth Township boundary 	<ol style="list-style-type: none"> Submission supports setting of protected settlement boundary to protect natural beauty and farming land in Shire, and developments that give people a sense of place and belonging to the township and the land on which it is built from cultural, indigenous and architectural perspectives. Submits that growth is considered desirable by the State Government and shire council, whereas current residents clearly indicate that they are apprehensive to future developments and higher density living. 	<ol style="list-style-type: none"> Support noted. A key task for the Gisborne Futures project is to establish a longer term framework for that sets out a vision for Gisborne as a 'regional centre' that responds to neighbourhood, landscape and township values, while also setting a settlement boundary that will be protected through state legislation. Refer to response provided in Section 4 (Setting a protected settlement boundary). Submission noted. The draft plans are to be reviewed in response to consultation feedback.
Planning for Housing <ul style="list-style-type: none"> Housing diversity, density and affordability 	<p>Submission concerned with the impact of medium-density development in areas that are now lower density / rural living.</p>	<p>Currently the whole town is zoned General Residential. Under this zone, three storey development is permissible, and there are no minimum lot sizes. Discussion on how local policy guides lot sizes is provided in Section 5.3.2: Lot sizes and medium density in growth areas.</p> <p>Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.</p> <p>It is acknowledged that the plan could include further detail on the character outcomes, an action is included in Section 5.2 to prepare precinct plans for Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township.</p>
Landscape and Environment <ul style="list-style-type: none"> Environmental values, biodiversity Wildlife 	<p>Submission supports any initiatives that enhances the protection and improvement of our natural ecosystems, improving biodiversity and natural corridors.</p> <p>Concerned with loss of biodiversity, habitat with Urban Growth Zoning, and impacts on wildlife.</p>	<p>Support noted. Refer to further discussion provided in Section 8: Landscape and environment.</p>

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Movement and Transport <ul style="list-style-type: none"> Walking and Cycling 	Submission supports active transport initiatives.	Support noted.
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Submission 161

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth 	<p>Submission does not support further township growth, reasons include:</p> <ul style="list-style-type: none"> town is big enough loss of amenity during construction destruction of environment. 	<p>Gisborne is identified in State and Local policies as a regional centre that is promoted for growth. It is not the role of the Structure Plan to change or alter the position of Gisborne within the Macedon Ranges settlement hierarchy.</p> <p>A key task for the Gisborne Futures project is to establish a longer term framework for that sets out a vision for Gisborne as a 'regional centre' that responds to neighbourhood, landscape and township values, while also setting a settlement boundary that will be protected through state legislation. If the current township boundary was considered sufficient it would have been locked in through the preparation of the Statement of Planning Policy. Refer to further discussion in Section 4 (Setting a protected settlement boundary).</p> <p>A high-level assessment of environmental sensitivity and constraints is provided in this section, with further discussion provided in Section 8: Landscape and environment.</p>
Economic and Employment Growth <ul style="list-style-type: none"> Role of Gisborne as a regional centre Town centre commercial and retail 	<ol style="list-style-type: none"> Submission does not support an increase to the size of the town centre, states that there are currently empty shops. Does not support introduction of large, generic businesses (eg. Kmart) due to competition with local businesses and character impacts. Does not support expansion of the Business Park due to similar services being offered elsewhere (Sunbury, Watergardens, Melton, Kyneton). 	<ol style="list-style-type: none"> The Economic and Employment Analysis (UE 2020) completed for Gisborne Futures notes that Gisborne currently supports approximately 26,000 sqm of occupied retail floor space, increasing by 2,575 sqm between 2009 and 2018. The vacancy rate at time of assessment was 2% (excluding the Aldi site), indicating strong retail performance. Refer response to Section 7.1 Role of Gisborne as a regional centre.

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Economic and Employment Growth <ul style="list-style-type: none"> Gisborne Business Park 	<p>Submits that Business Park should be kept in current footprint due to impacts on environment</p> <p>Submits that expansion unnecessary due to these services already being offered in Kyneton, Melton, Sunbury and Watergardens.</p>	<p>Planning for expansion of the business park to provide long-term opportunities for employment and business development is current policy in the Macedon Ranges Planning Scheme and adopted Outline Development Plan (2009).</p> <p>The layout and role of the business park will be further reviewed as part of further work on the second draft of the plans. Section 7.4 (Future direction for the Gisborne Business Park) includes further response to submissions related to the business park. This is discussed also in Section 4.10 Future urban structure options.</p>
Landscape and Environment <ul style="list-style-type: none"> Environmental values, biodiversity 	<p>Submission does not support further township growth due to destruction of the environment.</p> <p>Requests that all future street trees be native/indigenous and assurance that trees have enough soil area and conditions to grow into large, healthy trees.</p> <p>Does not support further development around the Marshland.</p> <p>Seeks mapping/protection of indigenous trees.</p> <p>Submits that the plans should contain greater detail on the protection of the environment, including preventing housing development from going ahead.</p> <p>Submits that the biggest threats to the Macedon Ranges are overpopulation and climate change.</p>	<p>Submission noted. Refer to discussions in the following Sections:</p> <p>Section 8.1.1 Climate change and sustainable design</p> <p>Section 8.2.4 Trees and vegetation</p>
Urban Design Framework <ul style="list-style-type: none"> Character and built form Building heights 	<ol style="list-style-type: none"> Supports the plan to not increase the size of the town centre. Does not support increased building heights/multi-storey buildings. Opposed to 'big box' shops like Kmart. 	<ol style="list-style-type: none"> Response noted. Refer response to Section 12.2 Town centre character and built form. The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response. <p>Refer to response in Section 12.3 Building heights.</p>

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Submission 162

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary Township growth 	<p>Supports discrete growth areas in New Gisborne.</p> <p>Submission supports setting of protected settlement boundary.</p>	Submission noted.
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission concerned with Western Link Road and lack of direct consultation.</p> <p>Will be seeking further advice and seeks leave to make further submissions in regards to this.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

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Submission 163

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Housing diversity, density and affordability 	<p>Raises concern that a lot of damage has occurred with inappropriate subdivisions incorporating substandard lot sizes, submits that future subdivisions must accommodate larger allotments.</p> <p>Provides example of 800m2 blocks next to 2000sqm blocks in Charters Avenue.</p>	<p>Planning for a diverse and inclusive community that includes providing a range of lot sizes and housing choice is discussed in Section 5.3 (Housing diversity, density and affordability).</p> <p>It is acknowledged that the plan could include further detail on the character outcomes, an action is included in Section 5.2 to prepare precinct plans for Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township.</p>
Neighbourhood character <ul style="list-style-type: none"> Precinct controls 	<p>Submission does not agree with inclusion of Charters Avenue in Precinct 5a (Contemporary Suburban) because of larger lot sizes and single dwelling covenants, seeks inclusion in Precinct 4 (Large Lot Residential).</p>	<p>Variation noted and precinct boundary will be reviewed as part of further work on NCS.</p>
Economic and Employment Growth <ul style="list-style-type: none"> Role of Gisborne as a regional centre Activity centres 	<ol style="list-style-type: none"> Agrees with direction for supporting local business. Submission in support of having some local shops and services within walking distance, however concerned that commercial zoning of activity centres won't deliver the desired community benefit from a statutory perspective. 	<ol style="list-style-type: none"> Support noted. It is acknowledged that the planning scheme offers little control over 'as of right' uses in the Commercial 1 Zone, and that further policy support and implementation actions are required to ensure that these activity centres support community and provide local conveniences as intended. Further review of planning controls is required to ensure the vision for activity centres is embedded on the site. A DDO will provide direction for preferred built form outcomes <p>Refer to Section 7.3.1 for further discussion.</p> <p>Action</p> <ul style="list-style-type: none"> Explore options for policy guidance or other planning scheme controls regarding commercial land uses to ensure the vision for NACs is embedded in nominated sites.

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Landscape and Environment <ul style="list-style-type: none"> Landscape, views Open space 	<ol style="list-style-type: none"> Supports environment and landscape objectives in the plans but recommends inclusion of clear policy guidance to avoid visual impact of new development (ie Wallaby Run area), would not like to see Magnet Hill developed. Highlights need for upgrades to skate park. 	<ol style="list-style-type: none"> Agree. No further development is planned for Magnet Hill. This is discussed further in Section 8.4 (Landscape, views and vistas). Subdivision permits for the development in the Wallaby Run were issued by the Shire of Gisborne in 1989. The Structure Plan includes an action to investigate the application of the Significant Landscape Overlay to the escarpment to further protect this from visual intrusion of development. Upgrade to Gisborne Skate Park is in planning stages (as of July 2022).
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission supports initiatives to remove heavy vehicle traffic from the township, however, does not support the indicative location of the Western Link Road through farmland, in proximity to Rosslyn Reservoir and through the undulating landscape.</p> <p>Submission concerned with the visual and environmental impact of the proposed road, and notes that elevated roadways and bridges which may be required due to topography will detrimentally alter the landscape.</p>	<p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

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Submission 164

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth 	<p>Submitter does not support 'doubling of population' in Gisborne as this would turn the township into a city. For example Bacchus Marsh is now referred to as "City of..."</p>	<p>Gisborne is identified in State and Local policies as a regional centre that is promoted for growth. It is not the role of the Structure Plan to change or alter the position of Gisborne within the Macedon Ranges settlement hierarchy.</p> <p>Refer to further discussion in Section 4.1 Township growth.</p>
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission does not support the Western Link Road.</p> <p>Concerned that proposal contradicts other elements of Gisborne Futures including principles on landscape and environmental values, wildlife corridors, waterways, the town boundary, cultural heritage etc.</p> <p>Seeks investigation of alternative route for heavy vehicles.</p>	<p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

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Submission 165

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth Glen Junor 	<ol style="list-style-type: none"> Questions the status of the Residential Land Demand and Supply Assessment and its use for growth planning. Submission raises population growth figure of 20,000 people by 2036, and 50,000 by 2050. Submission does not support Glen Junor. Raises that it was included without strategic justification and will place sprawl across the rural buffer between Gisborne and Riddells Creek. States that instead of avoiding urban sprawl, the plans create it, does not support Glen Junor or development north of railway line. Seeks removal of all rural land from being included in the township boundary. 	<ol style="list-style-type: none"> The LDSA was a key technical input to the Structure Plan, along with other technical investigations. The need to update the data included in this report is discussed in Section 4.7 How much residential land do we need? Population forecasts are discussed in Section 4.9, noting that the plans are not aiming for a population of 50,000. Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this. Gisborne is identified in state and local policies as a regional centre that is promoted for growth. It is not the role of the Structure Plan to change or alter the position of Gisborne within the Macedon Ranges settlement hierarchy. Refer to response provided in Section 4.1 Township growth. Criteria and considerations for setting the protected settlement boundary are also discussed further in Section 4 (Setting a protected settlement boundary).
Planning for Housing <ul style="list-style-type: none"> Housing framework Housing diversity, density and affordability 	<p>Submission seeks to "Remove Gisborne Futures "growth area" vision and mentality and replace with a primary objective for preserving and enhancing the town's rural character and setting, giving full recognition to Gisborne's location within a Distinctive Area and Landscape."</p> <p>Does not support use of Urban Growth Zone, states that from the point of rezoning it can be developed at any time. Seek clarity on reasoning for use of Urban Growth Zone, and submits preference for any land to be included to retain current zoning as a 'future investigation area'.</p> <p>Submits concern that medium density development is a "preferred" housing type across GRZ and NRZ regardless of</p>	<p>Broad response to points raised related to housing are provided in the following Sections:</p> <ul style="list-style-type: none"> Section 4.1 Township growth Section 5.3 Housing diversity, density and affordability Section 5.4 Housing framework change areas. <p>Note that another key point raised by DELWP is that it is no longer acceptable to specify dwelling typologies that are preferred. The planning should be based on a built form outcome and not on whether apartments, units or single dwellings are preferred.</p> <p>It is acknowledged that the plan could include further detail on the character outcomes, an action is included in Section 5.2 to prepare precinct plans for</p>

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	<p>distance from the town centre or sensitivity.</p> <p>Submission does not support 'preferred' medium density on lots over 1000m² due to high visibility or high sensitivity or highly defined low density character and submits that 'Incremental Change' is applied excessively.</p> <p>Seeks to introduce a change area classification with a single storey "preferred" housing type.</p> <p>Does not agree with method for determining 400m buffer around the town centre (ie. from commercial zone boundary) and seeks a specific town centre location as a pin-point.</p> <p>Submits concern that Precinct 3 expands beyond the existing town centre medium density area (defined by DDO17), including the south end of Turanga Road, an area specifically excluded by the C67 panel.</p> <p>Seeks removal of 400m "rings" from all new Neighbourhood Activity Centres and abandon medium density residential development from areas proximate to those locations.</p> <p>Does not support retention of the General Residential Zone or 3 storey development around the town centre.</p> <p>Does not support areas with Development Plan Overlays being retained in the GRZ.</p> <p>Submits all existing General Residential Zones to be rezoned to Neighbourhood Residential Zone and introduction of minimum lot sizes.</p>	<p>Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township.</p> <p>Further detailed review of submission will be considered in review of Neighbourhood Character Study and Structure Plan.</p>
<p>Neighbourhood character</p> <ul style="list-style-type: none"> GRZ / Precinct 3 Precinct controls Design and Development Overlays 	<ol style="list-style-type: none"> Submission does not support application of GRZ and seeks NRZ across all residential areas and seeks minimum lot sizes in the NRZ. Seeks 4000m² minimum lot sizes in the LDRZ to prevent further subdivision of sewered properties and retain the existing valued character. Submits anomalies where precincts that have differing development characteristics have been grouped into the same precinct: 	<ol style="list-style-type: none"> The NRZ was not applied to areas that have minimal anticipated change (ie, newly developed, or those with specific design guidelines, covenants and development plans in place) as the existing planning controls in place guide or have guided the development of these areas. There was concern with rezoning recently developed or developing areas to NRZ as this would be imposing a more restrictive zone that may conflict with the approved plans and building permits that are already in place.

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	<ul style="list-style-type: none"> – Precincts 1a and 1b Station Road, New Gisborne, where 1a is deeply within a more enclosed, heritage dominant environment and 1b is highly exposed visibly and adjacent to the Marshland reserve. – Precincts 2a and 2 b “largely intact” included with Precinct 2c “considerable amount of infill development”. – Precinct 4a Skyline Drive and Frith Road, which merges two areas with distinctly different development standards, outcomes and characteristics into a single ‘incremental change’ precinct – Precinct 4c Sunny Acres. North of Kilmore Road, Sunny Acres Estate has been developed with significantly different standards than development south of Kilmore Road. – Precinct 6a which attempts to marry areas with distinctly different characteristics east and west of Station Road in the vicinity of Cherry Lane. <p>4. Submission identifies anomalies with the treatment of DDOs, in particular DDO3 which covers Skyline Drive and Frith Road (review/retain/replace). Seeks to retain all DDOs.</p> <p>5. Objection to proposed housing change areas, submission seeks to:</p> <ul style="list-style-type: none"> – Review/remove the automatic preference for medium density development on any lot over 1000 sqm. – Introduce a Change Area classification with a single storey “preferred” housing type. – Review the appropriateness of “incremental” change and medium density development in Neighbourhood Residential Zones. <p>6. Submits that there is excessive allowance for medium density development in both General Residential (3 storey) and Neighbourhood Residential (2 storey) zones, regardless of distance from the town centre or sensitivity.</p>	<p>It is acknowledged and agreed that a two storey outcome is preferable in these areas, and that controls should be reviewed to reinforce the intent of the plans that have guided development of these areas. This includes consideration of minimum lot sizes to reduce subdivision speculation and development plan amendment applications in DPO areas as part of the NCS review.</p> <p>In addition, DELWP have raised concern that there are no ‘substantial change areas’ in the housing framework, and the blanket application of NRZ will need to be tested as part of the NCS review.</p> <p>2. Submission noted.</p> <p>3. The neighbourhood character analysis is the starting point in precinct identification and while there is some variation in different areas it is the predominance of common characteristics that groups them. Ultimately similarities in preferred future character outcomes and ResCode variations will group them into the same NRZ schedule. The precinct boundaries and ResCode variations and will be reviewed with consideration given to all feedback.</p> <p>4. Many of the DDOs that have been recommended for removal are in areas that are now developed and have covenants in place. In these locations proposed ResCode variations in the NRZ can achieve the same outcome and avoid replication of controls.</p> <p>5. The conflicting information on DDO3 is valid, there is an error in the Summary of Planning Scheme Changes on page 8 of the NCS, which should be review instead of delete. Original advice was to remove the DDO and this was changed because of the value the DDO adds in setting back development from the escarpment. A review is therefore the most appropriate course of action to ensure the escarpment is continued to be protected while accommodating other design controls through schedules to the NRZ.</p>
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	<p>7. Submission include various issues in individual precincts.</p>	<p>All DDOs will be reviewed in greater detail to ensure the intent of them is not lost in translation.</p> <p>'Preferred' development is highlighted as that which adheres to the ResCode variations and development guidelines which set much more prescriptive built form and open space requirements than those that currently existing in the planning scheme. Note that DELWP have advised that it is no longer acceptable to list preferred typologies, and that the variations should be focussed on overall built form outcomes. ResCode variations and will be reviewed with consideration given to all feedback.</p> <p>6. Medium density as defined as lot less than 500m² remains as per Council's existing policy, however the plans consider that subdivision for more than one dwelling on a lot is permissible provided neighbourhood character objectives are met.</p> <p>7. Feedback on detailed issues will be considered as part of NCS review.</p> <p>Action</p> <ul style="list-style-type: none"> Review NCS in line with detailed feedback.
<p>Economic and Employment Growth</p> <ul style="list-style-type: none"> Gisborne Business Park 	<p>1. Submits that burying details of the Business Park in the Economic and Employment analysis has not been helpful.</p> <p>2. Submission does not support expansion of Business Park, including Industrial 3 Zone rezoning (land area is excessive) and introduction of a Commercial 2 zone 'strip shopping' area on a key gateway next to a significant landscape feature.</p> <p>3. Submits that previous economic studies in Gisborne rejected large scale commercial uses in this sensitive Saunders Road gateway location.</p>	<p>1. The economic analysis was further work identified as necessary following Business Park Development Plan consultation in 2019, and was incorporated into the Gisborne Futures plan in December 2019. As the content is directly relevant to economic and analysis this report is the most logical place for this analysis.</p> <p>2. References to technical documents can be included in the next iteration of the plans to connect objectives and strategies to background work.</p> <p>The layout and role of the business park will be further reviewed as part of further work on the second draft of the plans. This is discussed also in Section 4.10 Future urban structure options.</p> <p>3. It is not clear what previous economic studies are being referred to. Expansion of the Business Park and potential Business 4 Zoning (now Commercial 2 Zone), including</p>

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		<p>a 'high quality development interface', is included in the ODP which is Council's current adopted policy for the area. A summary of previous assessments is provided on p.81 of the Economic and Employment Analysis Report.</p> <p>Action</p> <ul style="list-style-type: none"> • Include references to relevant technical documents to connect objectives and strategies in the Structure Plan to relevant background work.
<p>Landscape and Environment</p> <ul style="list-style-type: none"> • Landscape, views • Entrances and edges • Environmental risks, bushfire, flood 	<ol style="list-style-type: none"> 1. Requests the inclusion of Mount Macedon and the Ranges as 'landscape features important to Gisborne'. 2. Requests a review of all objectives and strategies in the context of maximising recognition of Gisborne's location in a Distinctive Area and Landscape. 3. Requests the inclusion of the Melton Road and Bacchus Marsh Road approaches as key gateways. 4. Requests the plans address flood and bushfire risk. 	<ol style="list-style-type: none"> 1. Views to the Macedon Ranges are mentioned throughout the plans and these can be highlighted more explicitly as a landscape feature important to Gisborne at Section 12.1 (Landscape Setting) in the Structure Plan. 2. Agree, recognition of Gisborne's location in a Distinctive Area and Landscape can be strengthened in the draft plans. 3. Agree, the Melton Road and Bacchus Marsh approaches should be included as key gateways. 4. The revised plans will include a bushfire risk assessment (note that discussion with CFA have previously indicated a preference for growth in New Gisborne as a lower-risk area). This is discussed further in Section 8.1.2 Bushfire. <p>Action</p> <ul style="list-style-type: none"> • Include the Macedon Ranges as a key landscape feature significant to Gisborne in Section 12.1 of the Structure Plan (p.34). • Review content of the plans to strengthen recognition of Gisborne's location in a Distinctive Area and Landscape. • Include Melton Road and Bacchus Marsh approaches as key gateways on Figure 11, p.35 in the Structure Plan.
<p>Urban Design Framework</p> <ul style="list-style-type: none"> • Character and built form • Building heights 	<p>Does not support the Urban Design Framework's promotion of 3 - 4 storey "top shop" apartments.</p> <p>Submits that this would see demolition of existing structures – heritage and character lost – in exchange for boxy,</p>	<p>Note that currently Gisborne does not have any enforceable built form controls or height limits. Imposing built form controls does not encourage demolition but it does give Council greater statutory control over the outcome of new development when an application is</p>

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<ul style="list-style-type: none"> Car parking 	<p>suburban, high rise development in the town centre.</p> <p>Seeks to:</p> <ul style="list-style-type: none"> Delete 3 – 4 storey development in the commercial town centre. Set a maximum height limit of 2 storeys, with a preference for single storey development. Delete identification of existing car parking areas as potential commercial redevelopment sites. 	<p>proposed. Demolition is a building permit matter, and not normally a planning issue.</p> <p>Controls on demolition are provided through the Heritage Overlay which applies to very few buildings in the Gisborne town centre.</p> <p>No high-rise development is proposed in the plans, with a preference for 3 storeys, and mandatory limit of 4 storeys in the event of an exceptional design response. The Australian Bureau of Statistic (ABS) defines building height in accordance with the following categories:</p> <ul style="list-style-type: none"> low rise (1 to 3 storeys) medium rise (4 to 8 storeys) high rise (9 to 19 storeys) <p>Design controls have been prepared to ensure new development does not compromise views to Gisborne's landscape setting, and that it responds to elements identified as contributing to Gisborne's township character. Building heights are to be measured on performance in response to a full suite of design controls and principles including street wall height, materials, articulation, landscape setbacks, activation, pedestrian amenity and protection of views.</p> <p>Refer also to response provided Section 12.2 Town centre character and built form and Section 12.3 Building heights.</p> <p>It is standard planning practice that car parks are considered development opportunity sites as they are relatively unconstrained. The car parks nominated in the plan are mostly privately owned and zoned Commercial 1. Should a development application be submitted it would be appropriate that the same design controls that apply to the remainder of the town centre would also apply to these sites.</p>
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Submission 166

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary 	<p>Submission requests inclusion of property off Melton Road to the south of Gisborne in township boundary.</p> <p>A planning report is included to support submission.</p>	<p>The selection criteria for inclusion in the township boundary and comment on requests for inclusion south of Brooking Road are provided in Sections 4.2: Submissions on proposed settlement boundary and Section 4.6: Land south of Brooking Road.</p> <p>This site did not score highly for consideration, when compared to other areas. Specifically, to focus growth in New Gisborne, minimise consideration of land zoned for rural conservation (note that this site is located on lower slopes of Mount Gisborne and can be seen from a number of vantage points around town), location in proximity to shops and services, fire risk from Lerderberg etc.</p>

Submission 167

Theme	Summary	Response
Covid-19	<p>Concerns with impacts of Covid-19 and that the community will be locked into a 30 year plan that was developed in pre-COVID conditions using Pre-COVID modelling and predictions.</p>	<p>The revised version of the draft Gisborne Futures plans will include consideration of the impacts of the pandemic, using data and advice available at the time of revision, including the 2021 Census data released in mid-2022.</p> <p>This is discussed in Section 2.3 (Feedback on consultation and pandemic response).</p>

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Settlement Boundary <ul style="list-style-type: none"> Glen Junor Township growth 	<ol style="list-style-type: none"> Submission does not support Glen Junor. Submission acknowledges that they have an impressive website and plan but are also sitting on a half a billion dollar development if it is included. Concerned with medium density development located so far from town centre. Submits a preference for apartments in New Gisborne rather than the town centre, that New Gisborne has the potential to take more development than what is included in the plans. This area has the advantage of having the train station. Any apartment development here could be undertaken in conjunction with the development of a second shopping and retail precinct in New Gisborne. 	<ol style="list-style-type: none"> Submission noted. Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this. Current and proposed policy direction is to focus growth in New Gisborne. This is discussed Section 4 (Setting a protected settlement boundary).
Planning for Housing <ul style="list-style-type: none"> Housing diversity, density and affordability 	<ol style="list-style-type: none"> Submits that housing options and affordability are great in theory, but none of the smaller housing stock on the current market is actually affordable. Submission requests clarification on what 'medium-density' means in the context of the framework plan. 	<ol style="list-style-type: none"> This is a valid concern, refer to discussion in Section 5.3 Housing diversity, density and affordability. Local policy at Clause 21.13 describes 'conventional residential' as being between 500-1,500m², therefore 'medium density' is considered to be anything less than 500m². The plans can provide a clearer definition of what is meant by 'medium density' in the Gisborne context, this is included as an action in Section 5.3.2.
Economic and Employment Growth <ul style="list-style-type: none"> Activity centres 	<ol style="list-style-type: none"> Submits that New Gisborne has the potential to take more development than what is included in the plans due to advantage of having the train station. Supports apartment development here in conjunction with the development of a second shopping and retail precinct in New Gisborne. Submission questions the modelling that has been used to purport a deficiency in retail and commercial space. 	<ol style="list-style-type: none"> Noted. The Structure Plan nominates an activity centre in New Gisborne and medium density development around the train station. The Economic and Employment analysis does not outline deficiency in existing space, rather uses current demand and future population projections to arrive at future floor space requirements to support economic and employment opportunities.

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Urban Design Framework <ul style="list-style-type: none"> • Character and built form • Building heights 	<p>Submission does not support 4 storey development in town centre.</p> <p>Does not support 'big box' shops.</p>	<p>Refer response to Section 12.2: Town centre character and built form.</p> <p>The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response.</p> <p>Refer to response in Section 12.3 Building heights.</p>
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Submission 168

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor Township boundary investigation areas 	<ol style="list-style-type: none"> Submission does not support Glen Junor. Concerned with impacts on Wurundjeri cultural heritage values, environmental impacts on waterways, seeks for the site to be revegetated to grassy woodland species. Does not support housing development on 141 Ferrier Road due to potential environmental and cultural heritage impacts. 	<ol style="list-style-type: none"> Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this. Concerns noted. Refer discussion on the Gisborne Marshlands Reserve in Section 8.2.3 and Township boundary investigation areas in Section 4.4.
Landscape and Environment <ul style="list-style-type: none"> Landscape, views Trees and vegetation Environmental values, waterways 	<ol style="list-style-type: none"> Raises concern with Viewline 2 in the Structure Plan (section 12.2) and submits that it does not capture Magnet Hill, suggests moving viewpoint to capture view over Marshlands Reserve to Mount Macedon to the north. Requests indigenous planting schedules be mandated for all new housing developments to increase and protect biodiversity, including 2 canopy trees for each house built. Suggests that local environment laws should be used to map significant trees and that overall, a database of the town's trees should be kept. Seeks greater protection of the Jacksons Creek escarpment from over development. Submits that Council acquire 20m of land either side of Jacksons Creek for environmental protection. Does not support development of 141 Ferrier Road (Cathlaw Estate) due to concerns with drainage and impacts on Gisborne Marshlands Reserve, and cultural heritage impacts. 	<ol style="list-style-type: none"> An additional viewline to the north from the edge of the Calder Freeway across the Marshlands Reserve to Mount Macedon can be included in the Structure Plan. Refer to detailed discussion on planting schedules in response to submissions related to trees and vegetation in Section 8.2.4 Trees and vegetation. Trees and landscaping can be considered in Neighbourhood Residential Zone schedules. Council undertakes regular monitoring and updates to its database of trees within streets and reserves. Further information on how Council manages trees in parks and reserves is found in Council's Tree Management Policy and/or Environmental Management Plans. The Structure Plan includes an action to investigate the application of the Significant Landscape Overlay to the Jacksons Creek escarpment. Refer to response found in Section 8.4 Landscape, views and vistas. Refer to discussion on waterways within Section 8.2.2. Refer discussion on the Gisborne Marshlands Reserve in Section 8.3.2.

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		<p>Action</p> <p>8. Include view from Calder Freeway across Gisborne Marshlands Reserve to the Macedon Ranges in the north in the list of views and vistas (Section 12.2 page 34) and Figure 11 on page 35.</p> <p>9. Include a strategy to encourage a palette of indigenous or native species in new housing estates to enhance biodiversity and local habitat at Objective 21 (Section 12.3).</p>
<p>Urban Design Framework</p> <ul style="list-style-type: none"> Character and built form 	<p>Submission does not support 'big box' shops and would like to see greater protection against these.</p>	<p>Concern with 'big box' shops is noted. The plans are seeking to discourage this type of development from the town centre and this is specifically addressed on page 13 of the UDF:</p> <p><i>Support development that accommodates a mix of retail, commercial, community and residential uses within the town centre.</i></p> <p><i>Support location of light industrial, trade supplies, restricted retail and bulky goods to an expanded business park, and discourage their location within the town centre.</i></p> <p>Refer also to response provided in Section 12 Urban Design Framework.</p> <p>It is the intended role of the expanded business park to accommodate larger format premises. A review of the layout of the Business Further discussion on the business park, including an action to review the layout, is provided at Section 7.5 (Future direction for the Gisborne Business Park).</p>

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Submission 169

Theme	Summary	Response
Consultation and pandemic response	Concerned with consultation during pandemic, inability to speak to neighbours, and availability of times	The pandemic delayed plans for consultation, and the consultation program was altered as a result of the second wave. The plans and all supporting information were made available online, hard-copy deliveries were organised on request and a series of online events and there was opportunity to request one-on-one meetings at a convenient time. Refer to Section 2.3 Feedback on consultation and pandemic response.
Planning for Housing <ul style="list-style-type: none"> Township character 	Submission generally concerned that the plans will lose the townships rural and natural feel.	Section 4.1 (Township growth) of this report discusses the importance of maintaining character while also accommodating change. It is acknowledged that the plan could include further detail on the character outcomes, an action is included in Section 5.2 to prepare precinct plans for Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township.
Economic and Employment Growth <ul style="list-style-type: none"> Activity centres 	Submission does not support 'community centre' (activity centre) on Station Road (neighbouring property) due to: <ul style="list-style-type: none"> mix of housing with business property value privacy during and after construction fencing (currently post and wire) noise levels on weekends, early mornings and evenings, and extra traffic entering and exiting. 	The activity centre was nominated in the 2009 ODP which is Council's current adopted policy, and the size and location was further resolved in the New Gisborne Development Plan, which was formally adopted on 26 March 2014. Amenity concerns are noted, however these need to be balanced with the broader purpose of providing a NAC for New Gisborne and the benefit it will bring to the broader community. Amenity concerns and detailed design can be addressed through permit conditions as part of the application process.
Landscape and Environment <ul style="list-style-type: none"> Wildlife 	Concerned with development impacts on wildlife.	Submission noted. Refer to response provided in Section 8.6 Wildlife

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Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	Submission concerned with additional traffic, trucks and noise.	Submission noted. Refer to response in Section 9 Movement and transport.
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Submission 170

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road Road infrastructure and traffic Duplication of Station Road 	<p>Submission does not support the Western Link Road.</p> <p>Concern with lack of consultation, impacts on rural character, wildlife and environment, increase in traffic and noise.</p> <p>Seeks investigation into alternative truck routes.</p> <p>Submits that the plans will result in continued road widening, upgraded intersections and duplication of Station Road which will destroy the rural character of Gisborne.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road and Section 9.4 Duplication of Station Road</p> <p>The refresh of the Structure Plan will include a review of the movement infrastructure requirements and principles to support the existing and growing community.</p>

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Submission 171

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	<p>Submission on behalf of Glen Junor</p> <p>The Glen Junor consultant team have provided a complete package of information supporting the proposed development. Documents include:</p> <ul style="list-style-type: none"> Attachment 1: Roberts Day, Concept Plan, Context and Movement Network Plans Attachment 2: CJ Arms: Servicing Report Attachment 3: McCrindle, Demographics Attachment 4: McCrindle, Lifestyle Trends in Victoria Attachment 5: Macroplan, A new model for economy, society and environment Attachment 6: Traffix group, Traffic Engineering Advice Attachment 7: Odonata, Biodiversity, Climate and Community Sensitive Urban Design and Implementation Attachment 8: Atlas Ecology, Ecological summary Statement Attachment 9: Terramatrix, Bushfire Development Report Attachment 10: Clarkeology, Review of planning and Aboriginal Heritage considerations Attachment 11: CJ Arms, Landscape Assessment and Renders Attachment 12: RMIT/Icon Science, Biodiversity Sensitive Urban Design @ Glen Junor <p>The submission includes a petition with around 300 signatures seeking to retain the Glen Junor property in the township boundary that was presented to Council prior to the Scheduled Council Meeting on Wednesday, 24 February 2021.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) and Section 4 (Setting a protected settlement boundary).</p>

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Submission 172

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Housing diversity, density and affordability 	<p>Does not support infill development of units or townhouses in existing residential area (Precinct 6b).</p> <p>Concerned that this is contradictory to Council's refusal to grant a permit for subdivision previously.</p> <p>Submits that medium-density development can be provided in new greenfield developments where purchasers will have full knowledge of what is proposed.</p> <p>Have a S173 on property that requires rural-style fencing, would not work with unit/townhouse development.</p>	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	<p>Does not support Precinct 6a.</p> <p>Raises concern that a previous 2-lot subdivision application had been refused on neighbourhood character grounds.</p>	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

Submission 173

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth 	Submission does not support nomination of Gisborne as a Regional Centre.	Submission noted. Refer to response provided in Section 4.1: Township growth.
Planning for Housing <ul style="list-style-type: none"> Housing diversity, density and affordability 	<ol style="list-style-type: none"> Does not agree with population assumptions due to impacts of Covid-19, or method used to determine population growth forecasts. Submits that diversity of housing/townhouses/units is going to negatively impact residents of Gisborne and is out of alignment of a rural living in philosophy. Objects to dual occupancy as this is not protecting the neighbourhood character it is promoting high-density living. Submits that on p.18 (residential growth areas) there is no consideration for environment only subdivisions and urbanisation. There is nothing that retains the rural 	<ol style="list-style-type: none"> The revised version of the draft Gisborne Futures plans will include consideration of the impacts of the pandemic, using data and advice available at the time of revision, including the 2021 Census data released in mid-2022. Planning for housing needs to be inclusive and cater for a diverse community, and this involves planning for housing choice to suit a range of household types and budgets. This is discussed in Section 5.3 Housing diversity, density and affordability. Further discussion and response is found in Section 5 Planning for housing. It is acknowledged that the plan could include further detail on the

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	character the reason why residents moved here in the first place.	character outcomes, an action is included in Section 5.2 to prepare precinct plans for Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township.
Neighbourhood character <ul style="list-style-type: none"> GRZ / Precinct 3 Precinct controls Design and Development Overlays 	<ol style="list-style-type: none"> Submission does not support application of GRZ, seeks NRZ across all residential areas and inclusion of minimum lot sizes. Objects to removing DDOs, including setback requirement and replacing with average of abutting allotments, and general objections to various schedule requirements. 	<ol style="list-style-type: none"> Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character. In addition, DELWP have raised concern that there are no 'substantial change areas' in the housing framework, and the blanket application of NRZ will need to be tested as part of the NCS review. Many of the DDOs that have been recommended for removal are in areas that are now developed and have covenants in place. In these locations proposed ResCode variations in the NRZ can achieve the same outcome and avoid replication of controls. Refer to Section 6.1.4: NCS Design and Development Overlays.
Economic and Employment Growth <ul style="list-style-type: none"> Role of Gisborne as a regional centre Town centre commercial and retail Tourism 	<ol style="list-style-type: none"> Submission notes that there is a lot of effort to create work in the shire however it was noted that 52% travel outside for work the trends and assumptions on this are clearly wrong. Submits that much of the employment that happens in commercial retail premises are workers that come from outside Gisborne to work. Submits that the demand for commercial space is greatly overestimated as most people in Gisborne utilise Sunbury and other towns close to Gisborne to get what they need. Does not support promotion of tourism in Gisborne, submits that residents of Gisborne do not want to see their town turned into the national gateway to the Macedon Ranges. 	<ol style="list-style-type: none"> Refer response to Section 7.1 Role of Gisborne as a regional centre. Clause 21.02 of the Macedon Ranges Planning Scheme highlights the need for local employment to be created to reduce the number of residents commuting outside of the shire for work. The draft Structure Plan uses this figure to further support policy to increase local employment opportunities. Statement is not considered adequate grounds to not encourage local employment growth. As a regional centre it is expected that opportunities will be provided for the broader region in addition to local employment. Refer response to Section 7.2 Town centre commercial and retail The Economic and Employment Analysis (UE 2020) completed for Gisborne Futures notes that

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		<p>Gisborne currently supports approximately 26,000 sqm of occupied retail floor space, increasing by 2,575 sqm between 2009 and 2018. The current vacancy rate is 2% (excluding the Aldi site), indicating strong retail performance.</p> <p>4. Council's Visitor Economy Strategy outlines direction to grow the visitor economy, consistent with its Council Plan vision to work in partnership with the community to protect and enhance life across the Macedon Ranges.</p> <p>The plans make no mention of a 'national' gateway however geographically Gisborne is located at the southern edge of the shire and is often the first town encountered in the Macedon Ranges when travelling from Melbourne. The draft Structure Plan notes that tourism is not an existing economic strength however that there is opportunity to enhance the emerging brand of the town centre as a regional gathering place for food and trade in a village setting to capture some of this market</p>
<p>Economic and Employment Growth</p> <ul style="list-style-type: none"> Activity centres 	<p>Regarding activity centres, submits that the plans:</p> <ol style="list-style-type: none"> fail to mention this will be commercial zones fail to mention medium density with in the 400m zone fail to mention any controls for inappropriate commercial development such as a KFC, Mcdonalds or a Coles express fuel station. 	<p>1. Strategies and actions at Objective 7 on p.22 of the Structure Plan include:</p> <p>Facilitate delivery of Neighbourhood Activity Centres in Station Road, New Gisborne, and Willowbank Road by:</p> <p><i>rezoning land parcels at 101-105 Willowbank Road and Lot 2\PS514860 and 3\PS514860 on Station Road, New Gisborne from General Residential Zone to Commercial 1 Zone; and</i></p> <p><i>preparing a Design and Development Overlay for land parcels at 101-105 Willowbank Road and Lot 2\PS514860 and 3\PS514860 on Station Road, New Gisborne to ensure development delivers on the vision for these NACs.</i></p> <p>It is anticipated that the DDO will provide restrictions on built form that will discourage inappropriate commercial businesses. Options for further policy guidance can be explored as part of a re-draft.</p> <p>2. Promotion of medium density development around activity centres</p>

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		<p>is provided on the Gisborne Framework Plan p.15. Objective 2 on page 18 also includes a strategy for location of medium density:</p> <p>Promote medium density housing within convenient walking distance of the train station and future activity centres.</p> <p>These can be mapped on the activity centres map at Figure 7, p.23 to illustrate this more explicitly.</p> <p>3. It is acknowledged that the planning scheme offers little control over 'as of right' uses in the Commercial 1 Zone. The DDO will be tailored to deliver a preferred built form outcome that may discourage some uses, however investigation into further policy support and implementation actions is required to ensure that these activity centres support community and provide local conveniences as intended.</p> <p>Action</p> <ul style="list-style-type: none"> • Explore options for policy guidance or other planning scheme controls regarding commercial land uses to ensure the vision for NACs is embedded in nominated sites. • Include 'medium density' areas in 400m buffers on Activity Centres map, Figure 7.
<p>Landscape and Environment</p> <ul style="list-style-type: none"> • Parks and open space • Landscape, views • Trees and vegetation 	<ol style="list-style-type: none"> 1. Concerned with the plan not mentioning the future of Gisborne's botanic gardens. 2. Concerned with inclusion of dog friendly parks. 3. Submits for expanded protection of visually sensitive landscapes and concerned with loss of views. 4. Advocates for strong tree and vegetation protection, submits that there is no mention of indigenous tree planting. 	<ol style="list-style-type: none"> 1. Gisborne's Botanic Gardens are guided by a master plan that was adopted by Council in October 2017. 2. Dogs in public places must be on a leash, except in designated off-leash areas. The dog off-leash areas identified in the Structure Plan are consistent with those identified under Council's Local Laws. 3. Submission noted. Refer to Section 8.4 4. Landscape, views and vistas. 5. The Structure Plan contains an action to prioritise use of indigenous species for street trees and public landscaping, and protect and enhance small patches of remnant or planted native vegetation throughout the township on page 38. Refer also response provided in Section 8.2 Environmental values.

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Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic Duplication of Station Road 	<p>Does not support transport upgrades as these will leave Gisborne's rural zone in tatters.</p> <p>Does not support duplication of Station Road.</p>	<p>Submission noted. Refer to Section 9.4 (Duplication of Station Road) and Section 9 (Movement and transport) for response to concerns with road infrastructure, noting that a review of movement network requirements will be undertaken for second draft of plans.</p>
Urban Design Framework <ul style="list-style-type: none"> Character and built form Building heights Car parking 	<ol style="list-style-type: none"> Submits that retail is the largest employment in Gisborne however it's more likely the trades including plumbing electrician and other construction contractors that live and work in Gisborne Submits that the buildings proposed are harsh and look like concrete modular buildings which don't represent the soft warm organic tones of a rural village lifestyle. The description of building frontages is describing the urban design plan of a large city centre that is not aligned with the village in the valley character. Submission does not support 3 or 4 storey building heights in the town centre. Submits that the UDF states that development should maintain current character however the document goes on to say contemporary architecture that complements the character of existing material using glass and hard concrete. There are continued references to carparks and vehicle entrances where the most modern and efficient cities try to remove the cars out of the town centre and provide creative ways for pedestrian access into the town. <p>Submits that multi-story or rooftop car parking is not aligned with the village atmosphere and experience of Gisborne.</p> <p>More thought needs to be given about keeping cars outside of the city centre making it more pedestrian friendly.</p> <ol style="list-style-type: none"> Supports direction for controls on signage and branding. Does not support development near Bunjil Creek. 	<ol style="list-style-type: none"> The <i>Economic and Employment Analysis</i> has identified that retail is the largest industry of employment in Gisborne and uses this data in future retail floor space projections (p.69) however it also acknowledges growth in other sectors and support for these more broadly in the commercial and industrial land projections that are detailed further in Section: 7 Economic and employment growth. Design controls have been prepared to ensure new development does not compromise views to Gisborne's landscape setting, and that it responds to elements identified as contributing to Gisborne's town centre character. These will give Council greater control over the look and feel of buildings than what is currently provided through the planning scheme. The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response. Refer to response in Section 12.3 Building heights. References to materials are outlined on page 24 of the UDF which provides the following directions: <ul style="list-style-type: none"> Minimise the visual impact of new development through use of simple material palettes with muted colours. Use high quality materials that do not generate glare and can withstand the effects of weathering such as brick, painted brickwork, timber and transparent glass for the main body of a building.

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		<ul style="list-style-type: none"> – Glass is considered to be an appropriate building material as most buildings and shopfronts, semi-rural or not, contain windows. The direction is for glass to be transparent to provide activation and visual connection to the street. <p>5. The plans contain direction to enhance the pedestrian experience and provide safe access to encourage walking and cycling, however as a regional centre that services a broader rural area it is not possible to restrict car access from the centre altogether. The UDF provides a strategy to enhance pedestrian amenity, safety and connectivity within the centre to encourage people to walk to destinations at p.46.</p> <p>The planning scheme requires new commercial development to provide for car parking on-site. The UDF contains direction for any multi-level car parking to be sleeved by active uses such as shops or office fronts so that it is embedded in the built form and not constructed as a stand-alone structure.</p> <p>6. Support noted.</p> <p>7. Submission noted.</p>
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Submission 174

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth 	Submission broadly opposing the contents of the plan, concerns include increasing population.	<p>Gisborne is identified in State and Local policies as a regional centre that is promoted for growth.</p> <p>A key task for the Gisborne Futures project is to establish a longer term framework for that sets out a vision for Gisborne as a 'regional centre' that responds to neighbourhood, landscape and township values, while also setting a settlement boundary that will be protected through state legislation. Refer to Section 4.1 Township growth for further discussion.</p>
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	Submission broadly opposing the contents of the plan, concerns include increase in air pollution, and increase in traffic congestion.	Submission noted. Movement and transport impacts are discussed in Section 9.

Submission 175

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Housing framework change areas Covid-19 	<ol style="list-style-type: none"> Submits that allowing infill in Chessy Park area will have negative impacts on the liveability of the area. Submission raises concerns about changes to living and working arrangements post- Covid-19, and raises that these assumptions haven't been considered in the plans. <p>Submits that the plan should be delayed until the outcomes of the pandemic are known.</p>	<ol style="list-style-type: none"> Change areas will be reviewed. It was recommended to remove DDO8 from Chessy Park Drive as the area is fully developed and it was considered that the same built form measures can be replicated through schedules to the NRZ to avoid doubling up on planning controls. It is acknowledged that the DDO also ties development to the existing subdivision plan, and this area will be reviewed in regard to allocation to a minimal change area. <p>Refer also to response provided in Sections 6.1.1 NCS precinct controls and Section 6.1.4 NCS Design and Development Overlays.</p> <ol style="list-style-type: none"> The revised version of the draft Gisborne Futures plans will include consideration of the impacts of the pandemic, using data and advice available at the time of revision, including the

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		2021 Census data released in mid-2022.
Neighbourhood character <ul style="list-style-type: none"> Precinct controls 	Concerned with ambiguity in proposed controls on Chessy Park area, concerned with infill/further subdivision and liveability.	Submission noted. Refer to response provided in Section 6.1.1 NCS precinct controls

Submission 176

Theme	Summary	Response
Urban Design Framework <ul style="list-style-type: none"> Car parking 	<p>Submission states the UDF fails to identify the immediate requirement for increased parking supply in North Brantome Street / Gisborne Central precinct.</p> <p>There is insufficient parking supply for the Aquatic Centre which is being serviced by the privately-owned Gisborne Central Carpark.</p> <p>Submits that vacant council land between the Aquatic Centre and Gisborne Central is underutilised and presents an immediate opportunity to increase parking supply.</p> <p>Requests safe access to John Aitken Reserve car park by installing a new pedestrian crossing in Aitken St, upgrading lighting in reserve car park.</p> <p>Submission includes a survey with feedback on parking.</p>	<p>The vacant Council land between Coles and the Aquatic Centre has been reserved to future-proof for expansion of the centre, as per Council's Sport and Active Recreation Strategy (2018-28):</p> <p><i>Continue to consider an expansion of the Gisborne Aquatic Centre and co-location of the Gisborne Fitness Centre should funding opportunities present (p.54).</i></p> <p>It is acknowledged that safer pedestrian access is required to cross Aitken Street generally and the plans indicate a signalised intersection at the corner of Aitken and Robertson Street. This will improve access to the unrestricted parking in John Aitken Reserve.</p> <p>Further response to car parking concerns, including actions to investigate additional parking opportunities are provided in Section 12.4:</p> <p>Car parking.</p>

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Submission 177

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	<ol style="list-style-type: none"> Submission does not support Glen Junor. Concerned with impacts on Wurundjeri cultural heritage values, environmental impacts on waterways, seeks for the site to be revegetated to grassy woodland species. Does not support housing development on 141 Ferrier Road due to potential environmental and cultural heritage impacts. 	<ol style="list-style-type: none"> Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this. Concerns noted. Refer discussion on the Gisborne Marshlands Reserve in Section 8.3.2 and Township boundary investigation areas in Section 4.4.
Landscape and Environment <ul style="list-style-type: none"> Landscape, views Trees and vegetation Environmental values, waterways 	<ol style="list-style-type: none"> Raises concern with Viewline 2 in the Structure Plan (section 12.2) and submits that it does not capture Magnet Hill, suggests moving viewpoint to capture view over Marshlands Reserve to Mount Macedon to the north. Does not support housing development on 141 Ferrier Road. Concerned with impacts on Wurundjeri cultural heritage values, environmental impacts on waterways, seeks for the site to be revegetated to grassy woodland species. Requests indigenous planting schedules be mandated for all new housing developments to increase and protect biodiversity, including 2 canopy trees for each house built. Suggests that local environment laws should be used to map significant trees and that overall, a database of the town's trees should be kept. Seeks greater protection of the Jacksons Creek escarpment from over development. Submits that Council acquire 20m of land either side of Jacksons Creek for environmental protection. 	<ol style="list-style-type: none"> An additional viewline to the north from the edge of the Calder Freeway across the Marshlands Reserve to Mount Macedon can be included in the Structure Plan. Environmental impacts of development at 141 Ferrier Road related to the Gisborne Marshlands Reserve are discussed in Section 8.2.3. Refer to discussion on planting schedules in response to submissions related to trees and vegetation in 8.2.4 Trees and vegetation. Trees and landscaping can be considered in Neighbourhood Residential Zone schedules. Council undertakes regular monitoring and updates to its database of trees within streets and reserves. Further information on how Council manages trees in parks and reserves is found in Council's Tree Management Policy and/or Environmental Management Plans. The Structure Plan includes an action to investigate the application of the Significant Landscape Overlay to the Jacksons Creek escarpment. Refer to response found in Section 8.3 Landscape, views and vistas.

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		<p>Refer also to discussion on waterways within Section 8.2.2.</p> <p>6. Refer discussion on the Gisborne Marshlands Reserve in Section 8.2.3.</p> <p>Action</p> <ul style="list-style-type: none"> • Include view from Calder Freeway across Gisborne Marshlands Reserve to the Macedon Ranges in the north in the list of views and vistas (Section 12.2 page 34) and Figure 11 on page 35. • Include a strategy to encourage a palette of indigenous or native species in new housing estates to enhance biodiversity and local habitat at Objective 21 (Section 12.3).
<p>Urban Design Framework</p> <ul style="list-style-type: none"> • Character and built form • Building heights 	<p>Summary</p> <ol style="list-style-type: none"> 1. Submission does not support 'big box' shops and would like to see greater protection against these. 2. Submission would like to see single storey building heights along Robertson Street to protect views to/from Jacksons Creek. 	<p>1. Concern with 'big box' shops is noted. The plans are seeking to discourage this type of development from the town centre and this is specifically addressed on page 13 of the UDF:</p> <p><i>Support development that accommodates a mix of retail, commercial, community and residential uses within the town centre.</i></p> <p><i>Support location of light industrial, trade supplies, restricted retail and bulky goods to an expanded business park, and discourage their location within the town centre.</i></p> <p>Refer also to response in Section 12.2: Town centre character and built form.</p> <p>It is the intended role of the expanded business park to accommodate larger format and restricted retail premises. A Design and Development Overlay is proposed for the business park to ensure these are designed to have a sensitive response to the town entrance and surrounding landscape and residential context. Further detail on this is provided in response to the business park in Section 7.5.</p>

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		<p>2. The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response.</p> <p>Refer to response in Section 12.3 Building heights.</p>
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Submission 178

Theme	Summary	Response
Urban Design Framework <ul style="list-style-type: none"> Character and built form 	<p>Submission does not support 'big box' shops and would like to see greater protection against these.</p>	<p>Concern with 'big box' shops is noted. The plans are seeking to discourage this type of development from the town centre and this is specifically addressed on page 13 of the UDF:</p> <p><i>Support development that accommodates a mix of retail, commercial, community and residential uses within the town centre.</i></p> <p><i>Support location of light industrial, trade supplies, restricted retail and bulky goods to an expanded business park, and discourage their location within the town centre.</i></p> <p>Refer also to response in Section 12.2: Town centre character and built form.</p> <p>It is the intended role of the expanded business park to accommodate larger format and restricted retail premises.</p> <p>A Design and Development Overlay is proposed for the business park to ensure these are designed to have a sensitive response to the town entrance and surrounding landscape and residential context. Further detail on this is provided in response to the business park in Section 7.5.3 Business park impact on rural character and township entrances.</p>

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Submission 179

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission does not support the Western Link Road.</p> <p>Concerned with lack of direct consultation with affected landowners.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

Submission 180

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission does not support the Western Link Road.</p> <p>Concerned with lack of direct consultation with affected landowners.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

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Submission 181

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary 	Submission requests the inclusion of property on Mt Gisborne Road in township boundary.	Submission noted. Section 4 (Setting a protected settlement boundary) responds to requests for inclusion in settlement boundary. Note discussion on Land south of Brooking Road in Section 4.6.

Submission 182

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission does not support the Western Link Road.</p> <p>Would like to see investigation into alternative options to manage traffic.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

Submission 183

Theme	Summary	Response
Landscape and Environment <ul style="list-style-type: none"> Environmental values 	<p>Requests that town expansion of Gisborne be kept to a minimum so it doesn't spread out too much especially to minimise negative impacts on the environment and on Indigenous land.</p> <p>Requests that existing nature reserves to be kept as nature reserves, as the name suggests, reserved for nature and not turned into walking paths or parks etc.</p>	Impacts on environmentally sensitive land are a key consideration in setting a protected settlement boundary. Refer to discussion in Section 4 (Setting a protected settlement boundary).

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Submission 184

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Western Link Road 	<p>Submission does not support the Western Link Road.</p> <p>Concerned with impacts on property values, landscape, views, and rural amenity and impact to views of the Jacksons Creek Escarpment. States this is contrary to other elements of the structure plan.</p> <p>Concerned with noise impacts, light pollution and impacts on wildlife.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

Submission 185

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary 	<p>Submission supports inclusion of client's land in township boundary.</p> <p>Submits that the boundary should be extended to Pierce Road to provide enough land for a meaningful PSP, and that the three incremental growth fronts are too fragmented.</p> <p>Submits that this land should be made available in the short term.</p>	<p>Submission noted. Updated investigation areas are provided in Section 4.3 Settlement boundary criteria.</p>
Economic and Employment Growth <ul style="list-style-type: none"> Gisborne Business Park 	<ol style="list-style-type: none"> Does not support land supply and demand figures used to justify expansion of the business park. Submits that the studies of industrial land demand and supply make significant assumptions which have been proven wrong in the past, stating that land that has been rezoned for industrial purposes has remained vacant (refer C104, C67). Submits that the current study makes no attempt to assess land use in the business park much of which is opportunistic low-level storage. Submits that there is no evidence that restricted retail or similar frontage type industrial sales etc will succeed on Saunders Road. There are relatively low traffic volumes, and the 	<ol style="list-style-type: none"> The current assessment of land supply and demand has been informed by recent data trends and figures. The slow uptake of existing land, including the Cullia subdivision (Pioneer Way) is described in the <i>Economic and Employment Analysis</i> on p.89 and includes factors such as lot sizes not meeting market needs (lots are too large), a lack of design standard and quality public realm and limited exposure of the business park <p>The Business Park Development Plan provides a range of measures to mitigate some of these issues, including providing a range of lot sizes, to encourage further uptake of business and employment opportunities.</p>

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	<p>availability of a diversity of offerings in Sunbury means that unless Gisborne grew significantly, there would be insufficient catchment for many higher order service retail or restricted retail type uses.</p>	<p>2. While it is acknowledged that storage may not be the highest and best use for the land, the criteria for designating whether a lot is classified as occupied is consistent with the approach used in the Urban Development Program assessment of industrial land. In order for a site to be considered occupied there needs to be some evidence of the use of land, this included buildings, hardstand storage areas, carparks etc. In order for the site to be considered vacant, there must be no use occurring on the land.</p> <p>3. Analysis on the retail trade context is provided in the <i>Economic and Employment Analysis</i> from p.55. The work identifies that as there is currently no Commercial 2 zoned land in Gisborne provision of this will provide an opportunity for business growth from sectors currently underrepresented and provide opportunity for new business growth and reduce escape expenditure to areas outside the shire.</p> <p>The layout and role of the Business Park will be revised in the next version of the Structure Plan, as discussed in Section 4.8 (How much commercial or industrial land do we need?).</p>
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Submission 186

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Walking and cycling Duplication of Station Road Western Link Road 	<p>Submission from the Department of Transport (DOT).</p> <p>DOT supports the principals and objectives for movement and transport in the draft Structure Plan to provide a range of travel options that are safe, efficient and easy for the Gisborne community, whilst managing freight impacts on amenity.</p> <p>Initial submission expresses a preference for the duplication Station Road and questions some of the assumptions and outputs of the traffic modelling exercise.</p> <p>DOT supports the action to review the Macedon Ranges walking and cycling strategy and highlight the opportunity to incorporate the Victorian Walking and Cycling Strategy 2018-28.</p> <p>DOT submit that the duplication of Station Road may still be necessary, however notes that Council has rescinded support for the project and agrees that further conversations surrounding the investigation and development of options is needed.</p>	<p>Submission noted, discussions with DOT are ongoing. Section 9 (Movement and transport) provides further detail and a review of movement infrastructure requirements and principles to support the existing and growing community will be undertaken during the re-draft of the plans.</p> <p>Action</p> <ul style="list-style-type: none"> Undertake a "Movement and Place" assessment of the Gisborne township and road network. Review movement infrastructure requirements and principles to support the existing and growing community.

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Submission 187

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township growth 	Submission contains general concerns about township growth.	Submission noted. Refer to response provided in Section 4.1: Township growth.
Planning for Housing <ul style="list-style-type: none"> Township character 	Submits that the plans do not address community concerns relating to infill development, small lot sizes and impacts on township character.	<p>It is acknowledged that the plan could include further detail on the character outcomes, an action is included in Section 5.2 to prepare precinct plans for Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township.</p> <p>Planning for a diverse and inclusive community is also discussed in Section 5.3 Housing diversity, density and affordability.</p>
Urban Design Framework <ul style="list-style-type: none"> Character and built form 	Submission references concern with 'overdevelopment of the business precinct'.	Refer to response provided in in Section 12.2: Town centre character and built form.

Submission 188

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Township boundary 	<ol style="list-style-type: none"> Submission does not support Glen Junor. Concerned with impacts on Wurundjeri cultural heritage values, environmental impacts on waterways, seeks for the site to be revegetated to grassy woodland species. Does not support housing development on 141 Ferrier Road due to potential environmental and cultural heritage impacts. 	<ol style="list-style-type: none"> Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this. Concerns noted. Refer discussion on the Gisborne Marshlands Reserve in Section 8.2.3 and Township boundary investigation areas in Section 4.4.

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<p>Landscape and Environment</p> <ul style="list-style-type: none"> • Landscape, views • Trees and vegetation • Environmental values, waterways 	<ol style="list-style-type: none"> 1. Raises concern with Viewline 2 in the Structure Plan (section 12.2) and submits that it does not capture Magnet Hill, suggests moving viewpoint to capture view over Marshlands Reserve to Mount Macedon to the north. 2. Requests indigenous planting schedules be mandated for all new housing developments to increase and protect biodiversity, including 2 canopy trees for each house built. 3. Suggests that local environment laws should be used to map significant trees and that overall, a database of the town's trees should be kept. 4. Seeks greater protection of the Jacksons Creek escarpment from over development. Submits that Council acquire 20m of land either side of Jacksons Creek for environmental protection. 5. Does not support development of 141 Ferrier Road (Cathlaw Estate) due to concerns with drainage and impacts on Gisborne Marshlands Reserve, and cultural heritage impacts. 	<ol style="list-style-type: none"> 1. An additional viewline to the north from the edge of the Calder Freeway across the Marshlands Reserve to Mount Macedon can be included in the Structure Plan. 2. Refer to detailed discussion on planting schedules in response to submissions related to 8.2.4 Trees and vegetation. Trees and landscaping can be considered in Neighbourhood Residential Zone schedules. 3. Council undertakes regular monitoring and updates to its database of trees within streets and reserves. Further information on how Council manages trees in parks and reserves is found in Council's Tree Management Policy and/or Environmental Management Plans. 4. The Structure Plan includes an action to investigate the application of the Significant Landscape Overlay to the Jacksons Creek escarpment. Refer to response found in Section 8.4 5. Landscape, views and vistas. Refer also to discussion on waterways within Section 8.2.2. 6. Refer discussion on the Gisborne Marshlands Reserve in Section 8.2.3. <p>Action</p> <ul style="list-style-type: none"> • Include view from Calder Freeway across Gisborne Marshlands Reserve to the Macedon Ranges in the north in the list of views and vistas (Section 12.2 page 34) and Figure 11 on page 35. • Include a strategy to encourage a palette of indigenous or native species in new housing estates to enhance biodiversity and local habitat at Objective 21 (Section 12.3).
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Submission 189

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Housing framework change areas 	Submission does not support smaller blocks in New Gisborne/Chessy Park Drive area.	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.
Neighbourhood character <ul style="list-style-type: none"> Precinct controls 	Concerned with proposed controls on Chessy Park area, does not support further subdivision/infill.	Submission noted. Refer to response provided in Section 6.1.1 NCS precinct controls

Submission 190

Theme	Summary	Response
•	Blank (repeat submission lodged)	

Submission 191

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

Submission 192

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

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Submission 193

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

Submission 194

Theme	Summary	Response
Landscape and Environment <ul style="list-style-type: none"> Environmental values Wildlife 	Submission seeks greater reference to flora and fauna.	Refer to responses provided in Section 8.2 Environmental values and Section 8.6 Wildlife

Submission 195

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

Submission 196

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

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Submission 197

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

Submission 198

Theme	Summary	Response
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Precinct 6a 	Pro-forma objection letter to Precinct 6a neighbourhood character controls.	Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.

Submission 199

Theme	Summary	Response
Landscape and Environment <ul style="list-style-type: none"> Landscape 	<p>Submission from landowners adjacent to open space reserve on Magnet Hill seeking advice on future works.</p> <p>Submits that they have had a proposal refused by Council because of environmental reasons, native vegetation concerns and views from the freeway. Concerned that the intentions in Gisborne Futures contravene the reasons for their application's refusal.</p>	<p>The protection of Magnet Hill is discussed in Section 8.4</p> <p>Landscape, views and vistas. The Environmental Management Plan for Magnet Hill includes a concept for future works in line with the visual and environmental values identified for the site.</p>
Movement and Transport <ul style="list-style-type: none"> Walking and Cycling 	Asks if there are to be walking tracks to a lookout on the summit of Magnet Hill. Submits that this would be in full view of the freeway and contrary to the character of the area.	A concept plan for Magnet Hill is available on Council's website that was developed in conjunction with the Marshlands Reserve and Magnet Hill Environmental Management Plan. This includes access tracks and future revegetation works. The visual and landscape qualities of Magnet Hill are known and acknowledged by Council. The visual impact of any future infrastructure works would be a consideration at any future detailed design investigation.

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Submission 200

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Neighbourhood Character 	<p>Seeks removal of Development Plan Overlay in neighbourhood character precinct 4f (Wallaby Run.)</p> <p>Submission notes that the setbacks in the DDO1 table contradict the setbacks in the Section 173 Agreement which affects land in the estate</p>	<p>Submission noted. Proposed schedules to the Neighbourhood Residential Zone and housing change areas are to be reviewed. For further detail, refer to Section 6 Neighbourhood character.</p>

Submission 201

Theme	Summary	Response
Movement and Transport <ul style="list-style-type: none"> Road infrastructure and traffic 	<p>Submission concerned that there is an absence of a plan for an improved road network. Concerned with bottleneck at the bridge.</p> <p>Supportive of Western Link Road.</p>	<p>The traffic modelling exercise has provided Council with a tool to consider the future need for this road.</p> <p>The feasibility and design of any future road would be subject to a much more detailed analysis that includes design investigation into potential alignment options, the feasibility and cost of this, environmental and cultural heritage impacts, engineering considerations and further community consultation. The modelling exercise determined whether there is a likely need to begin considering this investigation.</p> <p>Further discussion is provided in Section 9.3 Western Link Road.</p>

Submission 202

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Township Boundary 	<p>Seeks inclusion of property in town boundary.</p>	<p>Submission noted. Section 4 (Setting a protected settlement boundary) responds to requests for inclusion in settlement boundary. Note discussion on Land south of Brooking Road in Section 4.6.</p>

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Submission 203

Theme	Summary	Response
Landscape and Environment <ul style="list-style-type: none"> Environmental Values Wildlife 	<p>Submits that any new residential development must work with as much existing habitat as possible.</p> <p>Advocates for safe travel ways for wildlife between habitats.</p> <p>Submits that landscape buffers should be included of at least 60m around known flora and fauna habitats to protect them from edge effects.</p> <p>Suggests improving the industrial parks ecological value; industrial parks have three valuable properties: open spaces that can be cultivated for vegetation and wildlife; buildings with large flat roofs that can be turned into green areas and used, for example, by ground-nesting birds; and a tendency to be quiet at night, therefore providing havens for nocturnal animals.</p> <p>Create incentives to installing roosting and nesting structures in industrial park buildings for bats and birds.</p> <p>Requests controls which include:</p> <ul style="list-style-type: none"> Require site specific natural resource inventories and/or wildlife assessments. Requiring pre-proposal meetings with MRSC Town Planners where the focus is on understanding the natural resource features of the site and providing input on the potential development plan. Requiring that development proposals demonstrate how they will conserve or improve important habitat features, including native vegetation. Ensuring that the community has an adequate management plan in place. Developing a habitat conservation checklist for development application review. A checklist may increase adherence by applicants to habitat-related objectives and design criteria. 	<p>Refer to responses provided in Section 8.2 Environmental values and Section 8.6</p> <p>Wildlife</p> <p>which includes an action to prepare analysis and mapping of known wildlife habitats and include objectives, strategies and/or actions in the Structure Plan that specifically address these.</p> <p>Submission to be reviewed in detail as part of this work.</p>

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Submission 204

Theme	Summary	Response
Utilities and Servicing <ul style="list-style-type: none"> Water and sewer services 	<p>Submission from Western Water that seeks to ensure that water outcomes are prioritised and consistent with work they are undertaking.</p> <p>Submission notes that Greater Western Water is currently undertaking a significant program of works to the Gisborne Recycled Water Plant (RWP) to ensure it has the capacity to meet future demand and adopts new technology to improve environmental performance.</p> <p>Submission highlights that Western Water and MRSC have partnered with Melbourne Water to prepare the Southern Macedon Ranges Integrated Water Management Plan, and highlights ongoing partnership to ensure appropriate planning controls and policies are implemented to ensure appropriate infrastructure in planned for to continue to efficiently and effectively service the future growth of Gisborne and New Gisborne.</p>	<p>Council will take advice on-board and continue to keep GWW updated on plans, continue discussions on future servicing requirements and consult with GWW as a referral authority on any relevant applications and plans.</p>

Submission 205

Theme	Summary	Response
Settlement Boundary	Detailed submission from DELWP to be reviewed in detail through preparation of next draft.	Submission to be reviewed in detail as part of redraft of plans.
Planning for Housing	Detailed submission from DELWP to be reviewed in detail through preparation of next draft.	Submission to be reviewed in detail as part of redraft of plans. Note discussion in Section 5 Planning for housing.
Neighbourhood character <ul style="list-style-type: none"> Precinct controls Design and Development Overlays 	Detailed comments on NCS from DELWP.	Submission to be reviewed in detail as part of further Neighbourhood Character work.

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<p>Economic and Employment Growth</p> <ul style="list-style-type: none"> • Role of Gisborne as a regional centre • Town centre commercial and retail • Gisborne Business Park • • 	<p>Submission from DELWP:</p> <ol style="list-style-type: none"> 1. Sections 9 and 10 are confusing given that both discuss the town centre and walkability. For example, Objectives 7 and 9 are very similar. Consider revising the material in both sections so that both issues are only discussed in one section. 2. Some of the strategies and actions under Objective 9 do not relate to the objective, for example how does 'Support large format and restricted retail in the business park' implement a compact, walkable town centre? 3. Rather than referring to the urban design guidelines in a strategy consider embedding some of the content of the guidelines as strategies. 4. Explain the existing industrial land supply for Gisborne, the demand and how much land is potentially required for population growth to 2050. It is not clear how much land is being provided in the expansion areas and whether the amount is adequate until 2050. 5. It is not clear why the land north of the railway land on Hamilton Road is now proposed to be rezoned to residential given that there is an adequate supply of residential land until 2040-2044 and a more limited supply of industrial land in Gisborne. This land was only rezoned from rural living to industrial in September 2015 via Amendment C104. 6. The draft structure plan says that the business park will need to accommodate 14-24ha of land over the next 20 to 30 years to support local and regional jobs and services. Where have these figures come from given that the Gisborne Futures Economic and Employment Analysis, May 2020 suggests that 17-28ha of land will be required for the business park for this time period? 7. Consider including as the first strategy 'Protect and support the business and employment role of the Gisborne Business Park.' 8. Is restricted retailing to occur anywhere or just in the expansion area of the business park? 	<ol style="list-style-type: none"> 1. Objective 7 is related to activity centres outside the town centre, including neighbourhood activity centres while Objective 9 is related to the town centre. Objectives in Sections 8 and 9 can be reviewed for clarity of purpose and to avoid repetition. 2. Agree that this is not explicitly stated. Strategy relates to the light industrial uses on Robertson Street that provide a low quality pedestrian environment due to high number of vehicle crossovers. This can also apply to other potential restricted retail uses that require vehicle access and adjacent car parking for operation that conflicts with high quality pedestrian environments. 3. Noted, integration of design guidelines can be reviewed. 4. A summary is provided in the Business Park Land Supply and Demand section of Table 2 that aligns with the analysis provided in the Economic and Employment Analysis. This can be included and clearly articulated in the Structure Plan. 5. The industrial land north of the railway line ranked highly as a potential residential expansion area due to proximity to train station, schools, future regional sports precinct etc. Economic and employment analysis has shown that there is adequate land in the Gisborne Business Park expansion area to cater for future industrial and commercial land demand for the horizon of the plan. Consolidation of industrial land to the Business Park reduces dispersal of potential amenity impacts in other locations. 6. The figure of 14-24ha appears to be an error, future iteration of plan to amend. 7. Agree, re-wording is succinct and clearly states the purpose of the objective. 8. The Business Park is the preferred area for restricted retail primarily as this type of development generally produces a poor pedestrian and streetscape and built form design outcome. Further analysis and
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	<p>9. Rather than 'Ensure the visual and physical amenity of nearby residential etc.' it is suggested that the strategy be more specific like 'Create an interface to protect visual and physical amenity between residential areas to the west of the business park and along Saunders Road.'</p> <p>10. Consider using a stronger verb than 'promote' in the objective like 'Create Gisborne as the gateway to the MR etc.' The first strategy could be slightly reworded to be more specific like 'Support tourism development on the periphery or within the town centre'. Consider rewording the third statement to a strategy 'Create a local and regional linear park and trail system within the Jackson Creek corridor.' The masterplan could be an implementation action.</p> <p>11. It is unclear what the Regional Shared Trails Project is and how it relates to Gisborne.</p>	<p>justification for this can be provided either in the Structure Plan or Urban Design Framework.</p> <p>9. Agree, amend wording in future iteration of plan.</p> <p>10. Feedback noted, wording to be reviewed as part of future iteration of the plan.</p> <p>11. Include further information on the Shared Trails project to support reference.</p> <p>Action</p> <ul style="list-style-type: none"> Review objectives in Sections 8 and 9 for clarity of purpose and avoid repetition. Consider how guidelines provided in the UDF may be incorporated as strategies in the Structure Plan. Summarise and clearly articulate Business Park Land Supply and Demand analysis in the Structure Plan. Amend reference to future land supply in Structure Plan to reflect correct figures. Re-word Objective 10 (p.28) from <i>'Ensure there is adequate land supply for future economic growth and local employment to provide opportunities for people to work where they live, reducing commute times and offering subsequent health and wellbeing benefits'</i> to <i>'Protect and support the business and employment role of the Gisborne Business Park.'</i> Further work on direction for restricted retail in Structure Plan/Urban Design Framework. Re-word strategy under Objective 11 (p.28) from 'Ensure the visual and physical amenity of nearby residential etc.' to be more specific like 'Create an interface to protect visual and physical amenity between residential areas to the west of the business park and along Saunders Road.' Review wording as part of future iteration of the plan and include discussion on Shared Trails Project
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<p>Economic and Employment Growth</p> <ul style="list-style-type: none"> Activity centres 	<p>Submission from DELWP:</p> <ol style="list-style-type: none"> What is the existing retail and commercial floor space for Gisborne, the demand and the potential floor space and land requirements until 2050? What does short, medium and long term equate to in years? Can you provide any direction regarding the role and function of each centre? For example, would you want a supermarket outside of the town centre? Also, it is noted that the Gisborne Futures Economic and Employment Analysis, May 2020 suggests that a commercial role for New Gisborne be considered given its proximity to the train station and existing hospitality uses. Is a neighbourhood activity centre what is intended in all cases, or is it something more like a neighbourhood convenience centre? It is also suggested that you include the following strategy as the first strategy for the town centre 'Support the town centre as the primary location for retail and commercial.' Should the 'Future Gisborne Business Park expansion' be depicted on Figure 7 Activity Centres? 	<ol style="list-style-type: none"> The UDF considers the built form outcome of strategic development sites in the town centre. Clearer guidance on floor space projection, and how additional floor space is to be accommodated can be mapped and included in the Structure Plan. This should also be framed within the building height discussion in the Urban Design Framework (refer Section 3). Short term timing related to immediate implementation actions to rezone existing activity centre sites to serve existing community, while medium to long term actions related to activity centre to be delivered through a future development plan or precinct structure plan. The role and size of NACs is outlined in the ODP and this information can be carried over to the current draft Structure Plan. The Structure Plan does provide a potential location for a NAC in the growth area north of the railway line, this would be subject to further economic analysis as part of a future Precinct Structure Plan process. These activity centres will provide a local, convenience role and as Macedon Ranges does not have an activity centre strategy that provides classifications within townships the use of 'neighbourhood' has been chosen to align with those set by Plan Melbourne (ie. Metropolitan Activity Centres, Major Activity Centres and Neighbourhood Activity Centres). Open to discussion as to whether this is a correct approach. Suggested strategy noted, review inclusion in next iteration of the plans. Agreed, the full business park area including expansion area can be included on the plans. <p>Action</p> <ul style="list-style-type: none"> Provide reference to the land use precincts in the Structure Plan and link back to Figure 8. Prepare a plan that illustrates floor space capacity of strategic development sites and include discussion on how future demand is
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		<p>to be accommodated on key development sites.</p> <ul style="list-style-type: none">• Explore options for policy guidance or other planning scheme controls regarding commercial land uses to ensure the vision for NACs is embedded in nominated sites.• Clarify classifications of activity centres in the hierarchy through discussions with DELWP.
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<p>Landscape and Environment</p> <ul style="list-style-type: none"> • Environmental risks, climate change, bushfire, flood • Landscape, views • Environmental values, biodiversity • Parks and open space 	<p>Submission from DELWP.</p> <ol style="list-style-type: none"> 1. There is no recognition of any risks in the structure plan, i.e. climate change, flooding, bushfire etc. The Loddon Mallee South Regional Growth Plan, May 2014 identifies urban flood and urban bushfire considerations for Gisborne. Clause 13.02-1S Bushfire planning of the PPF seeks to strengthen the resilience of settlements and communities to bushfire etc. 2. The preparation of a structure plan is an ideal time to consider how the resilience of Gisborne and its community to bushfire could be strengthened. Also, note that DELWP has recently released new Design Guidelines – Settlement Planning at the Bushfire Interface, July 2020 which can be applied when preparing structure plans. Submits that the strategy under Objective 16 to apply landscape buffers at the town entrances needs to be tested against Clause 13.02-1S Bushfire planning to ensure that it is not increasing the vulnerability of the community to bushfire. 3. Objective 17, where possible try to write objectives to be positive, i.e. 'Ensure new development reinforces the highly valued character of Gisborne's landscape setting.' 4. Are the town centre entry points referred to in the fifth bullet point under Objective 17 the same as the township gateways showed on Figure 11? 5. Not sure why 'landscape' is being discussed here given it was addressed in the previous section. 6. Identify important areas for biodiversity. 7. Is it appropriate that future residential growth areas about areas affected by VPOs? How will the settlement interface be treated? 8. The first statement under Objective 22 seeks to provide clear direction on current and future open space requirements. This should occur now. The structure plan needs to explain the amount and what type of 	<ol style="list-style-type: none"> 1. Climate change and risks are discussed in the Background Report. Discussion on climate change and environmental risks to be strengthened in Structure Plan. Refer to discussion at Section 8.1: 2. Environmental risks – climate change, flooding, fire. 3. The growth areas were discussed with the CFA however it is acknowledged that further work is required to complete a comprehensive risk assessment for the township, including reference to DELWP guidelines. Refer to discussion at Section 8.1: 4. Environmental risks – climate change, flooding, fire. The revised plans will include a bushfire risk assessment (note that discussion with CFA have previously indicated a preference for growth in New Gisborne as a lower-risk area). This is discussed further in Section 8.1.2 Bushfire. 5. Noted, objective wording to be reviewed. 6. Town centre entry points referred to in the fifth bullet point under Objective 17 are the same as the township gateways, this section can be revised to ensure consistency in wording. 7. Landscape objectives to be reviewed and consolidated where necessary. 8. Biodiversity mapping can be included in background report and areas of high biodiversity value included in Figure 12. 9. Proximity of future residential areas to VPOs can be reviewed as part of a more detailed bushfire risk assessment. Refer to discussion at Section 8.1 10. Environmental risks – climate change, flooding, fire 11. Macedon Ranges Open Space Strategy is underway (as of July 2022). Refer also to discussion in Section 8.5 Parks and open space. 12. In 2017, Council started work on a feasibility study to determine the current and future needs of indoor
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	<p>existing open space is available in Gisborne and what parks and open space are required to meet the population needs of Gisborne to 2050.</p> <p>9. Explain why a regional sports facility is required in New Gisborne.</p> <p>10. Why is a future school shown on Figure 13 Parks & Open Space? Consider relocating to the 'Community Facilities' section.</p>	<p>sports courts in the Macedon Ranges. It looked at the types and level of current use, future growth and demand, concept planning, costs, locations, business models and design approaches. The project is currently in schematic design stage with a commitment of \$11.6 million from the Victorian Government on top of Council's planned \$10 million contribution and \$100,000 in support from AFL Victoria.</p> <p>13. Education facilities shown to provide context to some open spaces, this can be reviewed.</p>
<p>Movement and Transport</p> <ul style="list-style-type: none"> Road infrastructure and traffic Walking and Cycling Public Transport 	<p>Submission from DELWP which includes:</p> <ul style="list-style-type: none"> On p. 42, to clarify the key issues, for example a lack of pedestrian crossings or a lack of pedestrian/cycling connections to key destinations. On p. 42, to consider rewording objective 25 to be more directive – 'to create an accessible town by providing clear and direct movement networks that are safe, connected and well-designed'. On p. 46-48, consider whether any direction around wayfinding signage is also required and consider rewording objective 29 and the strategy to be more directive, for example, 'to support cycling as a healthy and sustainable alternative from Riddells Creek and Macedon to Gisborne' and 'Development the regional shared trail links between Macedon, Gisborne and Riddells Creek'. On p. 48 – Consider rewording Objective 32 so that it focuses on the Gisborne Railway Station. On p.48 – Consider whether the structure plan needs to provide any direction about the location or built form of bus stops and shelters, road crossings to access these facilities and development in the public realm. 	<p>Feedback noted and will be considered in a future draft of the Structure Plan.</p> <p>Action</p> <ul style="list-style-type: none"> Include "Key Issues" related to Movement and Transport in the introduction on page 42. Review wording of Objective 25 on page 42. Include consideration of wayfinding signage in Section 13.2 (Walking & Cycling) and revision of Objective 29 as per DELWPs feedback. Reword Objective 32 so that it focuses on the Gisborne Railway Station. Include discussion on location, design and access requirements for bus stops and shelters in the Urban Design Framework and Structure Plan.

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Urban Design Framework <ul style="list-style-type: none"> Character and built form Building heights 	<p>DELWP comments.</p> <ol style="list-style-type: none"> There is no link to Figure 8 (Structure Plan) in the text, so it is not clear what Figure 8 is showing. Are these the existing and/or the proposed precincts? Consider including specific strategies for each precinct of the town centre from the UDF, for example 'Retain the village feel of the retail precinct' and 'Support healthcare, medical and supporting services in the civic and health precinct' etc. <p>Does the plan identify new locations for retail floorspace as recommended by the Gisborne Futures Economic and Employment Analysis, May 2020?</p> <ol style="list-style-type: none"> DELWP supports the application of the DDO in the town centre but is not convinced that DPOs are necessary for key development sites or that a local policy on signage is necessary. Consider including any built form requirements for the key development sites and general signage requirements in the DDO as well. 	<ol style="list-style-type: none"> Feedback on the connection to Figure 8 is noted and will be considered in the next draft of the plan. The UDF considers the built form outcome of strategic development sites in the town centre however is not specific to the capacity of these. This information can be included. Noted, design and development controls to be reviewed in line with DELWP's comment. <p>Action</p> <ul style="list-style-type: none"> Provide reference to the land use precincts in the Structure Plan and link back to Figure 8. Prepare a plan that illustrates floorspace capacity of strategic development sites. Review proposed design and development controls for the town centre in line with DELWP feedback.
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Submission 206

Theme	Summary	Response
Heritage <ul style="list-style-type: none"> Macedon House site 	<p>Submission concerned with rezoning of Macedon House site.</p>	<p>Refer to discussion at Section 10.2 Macedon House site.</p> <p>Planning controls are to be investigated as part of re-draft, noting that Council will be seeking a design response that respects the landscape character and heritage values of the site.</p>

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Submission 207

Theme	Summary	Response
Planning for Housing <ul style="list-style-type: none"> Housing framework change areas 	Submission does not support Incremental Change Areas 1 and 2, or three storey residential buildings in the town centre.	Submission noted. Refer to response provided in Section 5.4 Housing framework change areas.
Neighbourhood character <ul style="list-style-type: none"> GRZ / Precinct 3 	Does not support 3 storey residential development. Concerned with overlooking and loss of 'old' Gisborne town character.	Submission noted. Refer to response provided in Section 6.1.3 Precinct 3 and the General Residential Zone.

Submission 208

Theme	Summary	Response
Urban Design Framework <ul style="list-style-type: none"> Building heights 	Submission does not support 3 or 4 storey building heights in the town centre.	<p>The 'blanket' application of building heights as depicted in the UDF can be reviewed so that the focus on height remains on the development opportunity sites, with a discretionary control applied under the proviso that higher built form can only be achieved with site consolidation and an appropriate design response.</p> <p>Refer response to Section 12.3 Building heights.</p>

Submission 209

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	Submission opposed to Glen Junor. Concerns with impact of high number of dwellings, impacts on congestion and infrastructure, location outside town boundary and precedent for further development.	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.

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Submission 210

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	<p>Submission opposed to Glen Junor.</p> <p>Concerns with impact of high number of dwellings, impacts on congestion and infrastructure, location outside town boundary and precedent for further development.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>

Submission 211

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	<p>Support for Glen Junor.</p> <p>Support reasons include the design of Glen Junor, community support, alignment with council priorities and policies. Concerned about local governance.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>

Submission 212

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	<p>Submission opposed to Glen Junor.</p> <p>Submits that the population increase will go beyond the requirements for growth. Concerns with distance from services, lack of infrastructure, land fragmentation and high conservation value of the land.</p> <p>Concerned with marketing tactics selling the 'green open spaces' and 'proposed' services, without any mention of the significant amount of small lot residential growth, which could actually end up being extremely expensive to pay for said 'vision'.</p>	<p>Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.</p>

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Submission 213

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	Support for Glen Junor. Support reasons include environmental and community prioritisation, innovative and positive design / development suited for Gisborne.	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.

Submission 214

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	Opposed to Glen Junor. Concerns with excessive supply of residential land, conflicts with Statement of Planning Policy, recent planning scheme amendment C110, too intense a subdivision, sceptical about environmental protection, opposition to Council funding work to include Glen Junor.	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.

Submission 215

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Glen Junor 	Support for Glen Junor. Support reasons include beneficial development for the community and environment, wildlife and land preservation, sustainable design.	Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.

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Submission 216

Theme	Summary	Response
Settlement Boundary <ul style="list-style-type: none"> Population forecasts Glen Junor 	<ol style="list-style-type: none"> Highlights population forecasts and submits that this could bring enormous opportunity or do irreparable damage to the town and its community. Support for Glen Junor. Submits that it sets a point of reference for respecting and sharing space and incorporates further values of today such as renewable energy, recycling, the importance of diverse social connection and physical connectedness by ways other than car. 	<ol style="list-style-type: none"> It is acknowledged that the plan could include further detail on the character outcomes, an action is included in Section 5.2 to prepare precinct plans for Gisborne that articulate the township character, policy direction and urban design drivers for specific parts of the township. Council resolved to remove Glen Junor from the Gisborne Structure Plan at the Scheduled Council Meeting in February 2021. Refer to Section 4.5 (Glen Junor) for further discussion on this.
Landscape and environment Environmental values Landscape, views and vistas Open space	<ol style="list-style-type: none"> Submits that the key environmental aspects should be preserved, enhanced and shared. Identify the creeks, the escarpments, the views, the natural corridors closed off by fences, boundaries, driveways and engage with the owners with a vision of appropriate size and inclusiveness. Submits that much of Gisborne's beauty is based on the historical preservation and enhancement of large open spaces, and that recent developments have increased the population without creating proportionate shared spaces. Highlights the legacy of past decisions that have preserved open spaces, and where other developers have leveraged off this amenity without contributing to the same degree. 	<ol style="list-style-type: none"> Protection and enhancement of Gisborne's landscapes is a key consideration in the development of the plans. This is discussed further in Section 8 Landscape and environment. Agreed. Council's open space strategy is currently being reviewed and will provide an updated vision and appropriate planning controls for open spaces in the shire.

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Submission 217

Theme	Summary	Response
Planning for housing <ul style="list-style-type: none"> Township boundary 	<p>Supports the need for a structure plan for Gisborne.</p> <p>States that there is a need to identify how land outside the township boundary will accommodate the projected residential growth.</p> <p>Does not believe that the PSP pathway is the most effective or efficient approach to implement outcomes of the structure plan as it adds unnecessary complexity.</p> <p>Wanting the site (<i>southern side of Ferrier road</i>) included within the existing zoning (GRZ) and proposes that the land west of New Gisborne be rezoned to GRZ</p> <p>Does not agree with the provision of a 30-50m buffer long Ferrier road and Calder interface and should be 25 to 30 meter inclusive of Ferrier road reserve.</p> <p>Believes the proposed lot sizes are too large (interfacing with Calder Freeway and Ferrier road) and suggests alternative ways to achieve semi-rural character - wants 300 square meter minimums.</p> <p>Believes that the signalling on Ferrier road and station road intersection is not required in the short term.</p>	<p>Submission noted, to be reviewed in detail during re-draft of structure plan.</p> <p>Note that signalisation of Ferrier Road is an existing DCP item.</p> <p>Planning controls for growth areas will be reviewed as part of re-draft of structure plan.</p>

Submission 218

Theme	Summary	Response
Settlement boundary <ul style="list-style-type: none"> Township growth 	<p>Submission on behalf of Westport Park Retirement Estate outlining:</p> <ul style="list-style-type: none"> Support for the planned urban growth of Gisborne. Support for promotion of housing diversity and choice. <p>Prefers the use of a Development Plan Overlay and Developer Contribution Overlay rather than a Precinct Structure Plan in order to address the local specificity of site.</p> <ul style="list-style-type: none"> Submits for expansion of approved Westport retirement village to the west. 	<p>Support noted.</p> <p>Planning controls for growth areas will be reviewed as part of re-draft of structure plan.</p>

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Submission 219

Theme	Summary	Response
Economic and Employment Growth <ul style="list-style-type: none"> Gisborne Business Park Windfall Gains 	Submission does not support the rezoning of property under the proposed business park expansion if the Windfall Gains Tax applies.	<p>Submission noted. The Windfall Gains Tax is a new State Government tax that applies to the uplift in the value of your property as a result of rezoning, and not to the existing value.</p> <p>If the WGT is applied payment can be deferred for 30 years, or until the land is sold (whichever happens first) so there is no immediate liability for payment.</p>

Submission 220

Theme	Summary	Response
Planning for housing <ul style="list-style-type: none"> Township character South of Brooking road 	Submission is concerned with the proposed 220 lot residential village on Brooking Road and further concerned that the regional character of Gisborne is being threatened by continued residential development.	<p>Gisborne Futures is not proposing to make changes to the Rural Living Zone to the south of Brooking road.</p> <p>The proposed retirement living development at 48 Brooking road currently does not reflect the existing or desirable planning direction for Gisborne.</p> <p>Council seeks to retain the semi-rural qualities of the landscape in the southern extent of the Shire and does not support the extension of the urban footprint to the south of Brooking Road under the current and draft future town boundary.</p> <p>For further information please see Section 4.6 Land south of Brooking Road and Section 5.2 Township character.</p>

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DRAFT - Roadside and Footpath Trading Policy





POLICY

Policy Title:	Roadside and Footpath Trading Policy		
Date of Adoption:			
Adoption Method:	<input checked="" type="checkbox"/> Council <input type="checkbox"/> Executive <input type="checkbox"/> Other (please specify)		
CEO Signature:			Date:
Responsible Officer and Unit:	Manager Safer Communities		
Nominated Review Period:	<input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other (please specify) - 5 years		
Last Endorsement Date:	28 August 2019 [Amended 24 June 2020]		
Next Endorsement Date:	2027		
Purpose / Objective:	<p>This Policy provides guidance to individuals, businesses and organisations seeking to place temporary items on Council owned and managed land and roads (including footpaths) for the purposes of trading.</p> <p>The objectives of this Policy are:</p> <ul style="list-style-type: none"> Facilitate opportunities for roadside and footpath trading on Council owned or managed land, which add to the public's enjoyment and use of public places in the municipality, while not reducing safety or access to public land. Provide a consistent and coordinated process for the assessment of applications for roadside and footpath trading within the municipality. To ensure the objectives of Council's Local Laws are achieved in administering this Policy. 		
Background / Reasons for Policy:	<p>Council developed the current Roadside and Footpath Policy in 2019 following extensive consultation with local businesses, disability advocates, and the community. The policy compliments Council's Local Law by providing clear and consistent requirements and processes for roadside and footpath trading permits in the municipality.</p>		
Definitions:	<p>Advertising Sign means a board, notice, banner or similar device used for the purposes of soliciting sales, notifying people where goods and services may be obtained, advising or directing people to an event or festival or promoting elections or political campaigns.</p> <p>Amenity means a desirable or useful feature or facility of a building or place.</p>		

DOCUMENT HISTORY	Version	Date	Author
Initial Draft	1.1	11/07/2022	Allie Jalbert
Second Draft	1.2		
Third Draft	1.3		
Fourth Draft	1.4		
Final Draft	1.5		

	<p>Authorised Officer means a Council officer appointed under section 224 of the <i>Local Government Act 1989</i>.</p> <p>Council means Macedon Ranges Shire Council.</p> <p>Council Land means land owned, occupied, or vested in the Council or in respect of which Council has the care and management and includes roadsides, parks and reserves and footpaths within Macedon Ranges Shire.</p> <p>Footpath zones includes pedestrian zone, trading zone and kerbside zone as defined in this Policy.</p> <p>Kerbside Zone is the area between the face of the kerb and the Trading Zone.</p> <p>Local Law means Macedon Ranges Shire Council General Purposes and Amenity Local Law No 10 of 2013, and subsequent versions adopted by Council.</p> <p>Mobile Trading Any vehicle, caravan, trailer, table, stall or other similar structure for the purpose of selling or offering goods or services for sale including any food and or drink (excluding alcoholic beverages).</p> <p>Median strip means a dividing strip designed or developed to separate vehicles travelling in opposite directions;</p> <p>Pedestrian Zone is the area of the footpath that is measured from the property boundary and is for the exclusive use of pedestrians.</p> <p>Permit in relation to a use or activity, means a permit issued under the Local Law which authorises that use or activity.</p> <p>Public Place means a reserve, public highway, mall, road, street, bridge, footway, footpath, court, alley, passage or thoroughfare, notwithstanding that it may be formed on private property and any other place to which the public may resort.</p> <p>Road has the same meaning as the Local Government Act 1989 and applies to roads for which the Council has responsibility under the Road Management Act 2004 but does not include a State road under the Road Management Act unless a provision in the Local Law is expressly applied to a State road.</p> <p>Trading Zone is the area that the Council may permit for a trading use or activity. It is the area left between the Pedestrian Zone and the Kerbside Zone after these clearances are accounted for.</p> <p>Trading means:</p> <ul style="list-style-type: none"> • Selling or offering or exposing or promoting the sale, supply, exchange or hire of any goods, merchandise, commodity, article, thing or service; or • Advertising for the purposes of soliciting sales, notifying people where goods and services may be obtained, or advertising or directing people to an event or festival; or • A fundraising stall or activity operating to raise money for a community group, charity or not-for-profit organisation (excluding highway collections). <p>Trader means any person, business or organisation that carries out trading activities.</p>
<p>References:</p>	<p>Vision Australia Access Institute Baw Baw Shire Council</p>

	<p>Ballarat City Council Bendigo City Council City of Stonnington VicRoads Australian Standards AS1428 – Design for access and mobility Road Management Act 2004 – Operational Responsibilities For Public Roads The Real Estate Institute of Victoria LTD Rules of Practice 2017</p>
Related Policies:	<p>Smoke Free Outdoor Areas Policy 2017 Economic Development Strategy 2021 – 2031 Municipal Public Health and Wellbeing Plan 2021 - 2025</p>
Related Legislation:	<p>Local Government Act 1989 (Victoria) Local Government Act 2020 (Victoria) Macedon Ranges Shire Council General Purposes and Amenity Local Law No 10 of 2013 (and subsequent Local Laws made by Council) Liquor Control Reform Act 1998 (Victoria) Road Management Act 2004 (Victoria) Road Safety Act 1986 (Victoria) Disability Discrimination Act 1992 (Commonwealth) Equal Opportunity Act 2010 (Victoria) Tobacco Act 1987 (Victoria) Food Act 1984 (Victoria) Macedon Ranges Planning Scheme</p>

1 Introduction

Council recognises the important role and value that roadside and footpath trading contributes to creating vibrant and sustainable towns. This must also be balanced with legislative requirements, such as those found in local laws and complementary policies, which enhance accessibility and protect the safety of motorists and pedestrians alike.

This Policy takes into account the needs of motorists, pedestrians, people of all abilities, footpath and roadside trading, advertising, merchandise displays and kerbside dining.

Where permitted, footpaths may be used by local businesses for the display of goods, signs and outdoor eating areas, which can promote and enhance the vibrancy and diversity of the streetscape and area. In the context of the COVID 19 pandemic, Council recognises the importance of outdoor trading for many businesses to operate safely and sustainably.

While the trading activities on the footpath referred to are important parts of the retail environment, the primary purpose of footpaths is to provide for safe pedestrian access for people with all abilities, ages and genders. Footpath trading activities must be regulated to ensure that access and safety can be maintained. In considering the options that may be available for footpath trading it is important to recognise that any commercial use of public space is not a right, but a privilege that may be granted where access, community safety and amenity of the streetscape can be ensured.

In 2019 this document replaced the Street Furniture Policy 2004 and the 2022 versions now includes new provisions for mobile trading.

2 Council Plans and Policies

The Council Plan 2021–2031 strives to achieve the community’s vision of Macedon Ranges Shire 2021–2031, and is aligned with Council’s four strategic priorities, developed through the Community Vision Assembly’s deliberative engagement process:

- Connecting Communities
- Healthy Environment, healthy people
- Business and tourism
- Delivering strong and reliable government.

The Municipal Public Health and Wellbeing Plan 2021–2025 outlines the role that Council will play in improving the health and wellbeing of Macedon Ranges Shire residents.

The Roadside and Footpath Trading Policy supports the strategic directions of the Council as outlined in these plans.

2.1.1 How does the Policy relate to the Local Law?

The Local Law sets out requirements for the use of Council land and roads including the requirement to obtain a permit for certain uses and activities. The Policy complements the Local Law by setting out requirements and conditions for the use of Council land or roads in regard to roadside and footpath trading, including mobile trading activities.

The renamed Policy amends and provides an updated and enhanced framework and guide against which applications for Local Law permits will be assessed and issued and against which compliance will be measured. Compliance with the Policy is required as a standard condition for permits issued to trade on Council land or roads.

2.1.2 How does the Policy link with other legislation?

Under this Policy, compliance with other legislation relevant to the type of trading activity is also required including the following:

- **Planning and Environment Act 1987** – if liquor is to be consumed within a tenancy including within a Footpath Area or if buildings or works to the retail premises are proposed.

- **Liquor Control Reform Act 1998** – if liquor is to be consumed within a tenancy including within a Footpath Area.
- **Tobacco Act 1987** – smoke free outdoor dining areas.
(Note: Council's Smoke Free Outdoor Areas Policy also prohibits smoking in outdoor drinking areas on council land)
- **Road Management Act 2004** – regarding the placement of hoardings

2.1.3 Statutory Planning and heritage considerations

A planning and/or building permit may be required to install fixed items.. Council's Planning and Building Unit must be contacted in the first instance to seek further information about whether a planning or building permit is required.

Some areas of Council are located within a Heritage Overlay, which may limit what can be permitted and controls the style, appearance, and visual impact created to ensure there is not a detrimental impact on the heritage value of buildings and the streetscape.

A building permit may be required to alter the existing built environment i.e. to install permanent fixtures or fittings attached to buildings (including verandas over the footpath zone) or to project over the street alignment such as awnings, signage, blinds, heaters, etc. Council's Building department must be contacted in the first instance to seek further information about the requirement of and obtaining a building permit.

The building permit process, if required, will ensure the structural stability of the existing and proposed structures, and ensure that any alterations do not detrimentally effect the building, the use of the building or the footpath and built environment generally.

3 Key Policy Principles

The following guiding principles have been used in developing this Policy.

3.1.1 Access

- Unobstructed pedestrian access to footpaths for people of all ages and abilities;
- Appropriate clearances for parking and traffic; and
- Meeting best practice standards as defined in Australian Standard AS1428 for pedestrian areas.

3.1.2 Design

- High quality furniture design and appearance that enhance streetscapes; and
- Enables passive observation; and
- Safe, clean, attractive, functional trading and kerbside dining facilities.

3.1.3 Management

- Complementary to the local business and residential amenity;
- Well maintained and hygienic public space;
- Minimal noise, interference or nuisance; and
- Compatible with low energy use and environmental sustainability policies.

3.1.4 Compliance

- Providing support, information and policy guidance for permit holders and those seeking permits;
- Ensuring traders are familiar with the requirements of roadside and footpath trading; and
- Maintaining a clear and straightforward compliance process; and
- Equitably applying requirements for all businesses.

4 Scope

4.1.1 To whom does this Policy apply?

This Policy applies to any person, business or organisation who uses Council land or roads for trading activities within the Macedon Ranges Shire, where another permit or formal permission is not in place

4.1.2 Who does it not apply to?

- Traders with stalls in a Council approved market, who are carrying out trading within the market footprint;
- Traders permitted as part of a Council approved fair, event, or festival through Council's event notification process;
- Traders on privately owned land;
- Traders with Council consent, such as a seasonal user agreement, lease, or license to use the Council land or road (e.g. sports clubs);
- Council staff or contractors carrying out duties on behalf of Council; and
- Persons, businesses, or organisations using Council land or roads for activities other than trading (e.g. buskers, highway collectors, persons distributing advertising/promotional materials, or other uses not covered by this Policy.)

Note: A requirement to obtain a general local law permit with specific requirements still applies.

4.1.3 What does the Policy cover?

The following furniture and trading categories are covered by this Policy:

Furniture Type / Trading Category	Description
Moveable or temporary advertising signs	Moveable boards, placards, A-frame signs
Real Estate Signs	Any temporary signs relating to the sale, lease, or auction of real estate (includes directional / indicator / auction / inspection signs, property advertising

Furniture Type / Trading Category	Description
	boards, etc, but does not include signs outside the real estate business)
Goods for display	Display tables, shelves, clothes racks, or other furniture item displaying goods (includes fundraising stalls / activities)
Tables and seats	Outdoor dining facilities
Flags	Portable upright banners, advertising flags
Dividing screens/barriers	Café screens, outdoor barriers
Umbrellas	Centrepost style umbrella, cantilever style umbrella
Heaters	Free-standing portable gas heaters
Outdoor Planters	Pot plants, planter boxes, etc.
Fundraising stalls	A site temporarily set up to raise money for a community group, charity or not-for-profit organisation
Mobile Traders	A trader who sets up a van, other vehicle or stall or similar structure for the purpose of trading on Council land or road.

4.2 What does it not cover?

- Advertising signs for community events that are erected in the designated locations across the Shire as per the VicRoads Community Event Signage Guidelines;
- Temporary event/Christmas decorations installed on roads (contact must be made with council to seek permission for this);
- Permanent art installations approved under the Public Arts Policy; and
- Any fixture, fitting, installation, sign, etc. on a building that would require a building and / or planning permit.

4.2.1 Where does this Policy apply?

This Policy applies to all Council land and roads (owned and managed) including roadsides, footpaths, and reserves.

4.2.2 Where does it not apply?

- Private land (including leased land) unless related to the guidelines for Real Estate Signs outlined in Appendix A;
- Public land not under the authority of Council (eg. Crown owned and managed land); and
- Declared roads, which are under the authority and management of VicRoads (e.g. Freeways, Arterial Roads, and Non-Arterial State Roads) under the *Road Management Act 2004*. Information about the VicRoads register of public roads can be found online at: <https://www.vicroads.vic.gov.au/about-vicroads/acts-and-regulations/register-of-public-roads>.

Note: Some declared roads have shared management responsibilities between Council and VicRoads, requiring permissions from both authorities for some uses and activities.

5 How does this Policy apply?

The following zones set out areas with descriptions to assist traders in understanding where furniture and trading activities may be permitted on Council land.

5.1.1 Footpath areas

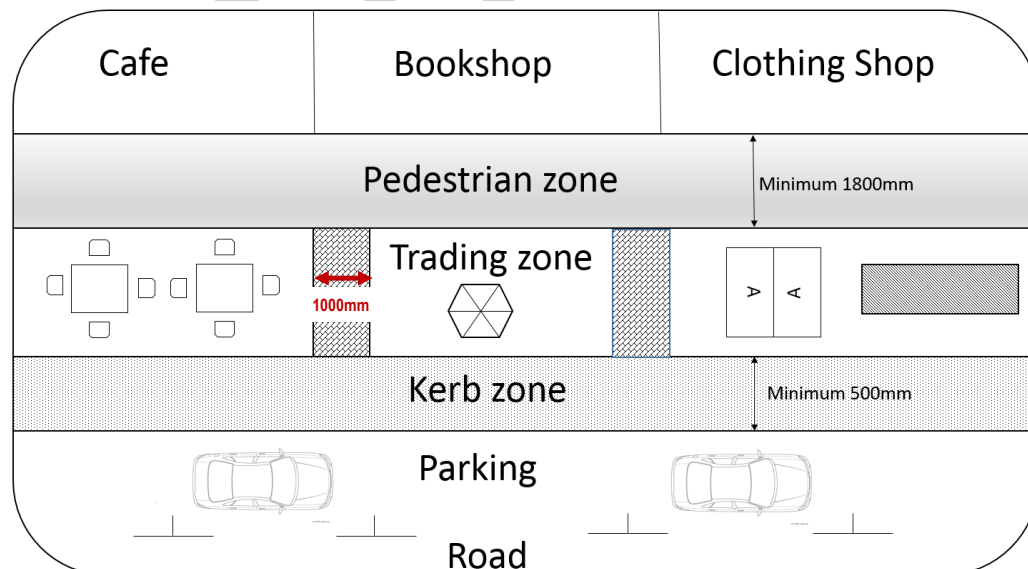
These are areas provided to enable safe, accessible, and defined paths for pedestrians to move along roadsides linking a variety of public, community, and commercial spaces.

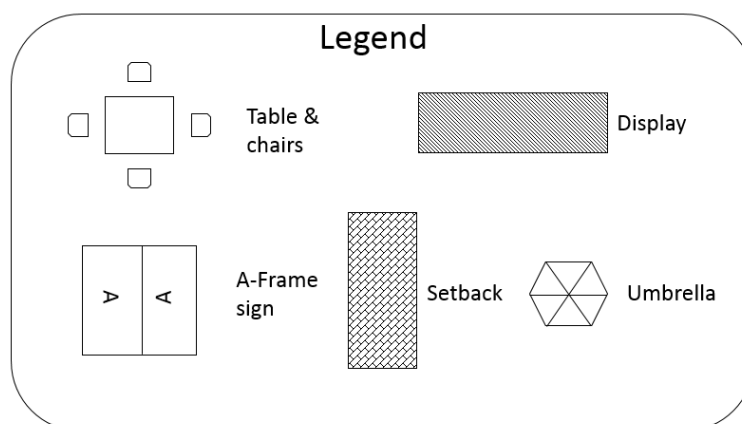
The footpath area has been divided into three zones:

- Pedestrian Zone;
- Trading Zone; and
- Kerbside Zone.

Existing trees, artwork, street furniture, public infrastructure and the footpath width may prohibit or limit footpath trading activity. Council will consider the requirements of this Policy when undertaking any future streetscape or landscaping works.

Due to the footpath width and parking restrictions, footpath trading may not be permitted in some instances.





5.1.2 Pedestrian Zone

The Pedestrian Zone is the area of the footpath that is measured from the property boundary and is for the exclusive use of pedestrians. A minimum width of 1800mm must be available in the Pedestrian Zone or greater if the footpath allows. Council reserves the right to increase the width of the Pedestrian Zone, dependent on pedestrian activity and size of the footpath.

The Pedestrian Zone is the area reserved for unobstructed access for pedestrians. It must be clear to provide for the safety of all pedestrians, including meeting the access needs of people with mobility aids, prams and shopping trolleys. It is also important the Pedestrian Zone is clear and furniture is not placed against building fronts for the safety of people who are visually impaired or have a disability.

A minimum gap of 1000mm must be left between adjoining Trading Zones to ensure that adequate access is provided for pedestrian safety when crossing the road or accessing vehicles.

5.1.3 Trading Zone

The Trading Zone is the area that the Council permits for trading activity and placement of associated furniture items. It is the area left between the Pedestrian Zone and the Kerbside Zone after the specified clearances are accounted for. The Trading Zone will vary in area from street to street depending on the overall width of the footpath, the Pedestrian Zone, the Kerbside Zone and any clearances from infrastructure that is located within the Trading Zone.

Approved items are only permitted within the Trading Zone and must not intrude on the Pedestrian Zone or Kerb Zone at any time.

5.1.4 Kerb Zone

The Kerb Zone is the area between the face of the kerb and the Trading Zone. This zone is important for the safety of pedestrians crossing the road and allowing passengers to gain access to parked vehicles. This zone must be a minimum of 500mm and remain clear of any footpath items approved within a Trading Zone. Parking spaces adjacent to a kerb help to protect footpath trading activity from moving traffic. Where there are no parking spaces next to a kerb, the footpath trading application will be considered taking into account traffic conditions and any safety risks at the site.

Council reserves the right to vary the setback of the Kerbside Zone, dependent on pedestrian activity and parking restrictions adjacent to the area.

5.1.5 Roadside areas

A roadside is a strip of land beside a road including nature strips, dividing strips, and road reserves. Not all roadsides are suitable as trading locations and permits to trade on a roadside will be considered on a case-by-case basis.

5.1.6 Roadside Trading site Requirements

A trading location on a roadside will only be approved if the following conditions are met as a minimum:

- Is readily and safely accessible to customers;
- Provides adequate parking for customers;
- Does not present a traffic hazard or danger to the public;
- Does not breach any regulatory or signposted car parking restrictions;
- Takes place where it will not impede pedestrians or vehicle movements; and
- Will not interfere with access to other facilities and/or businesses (including occupying car parking areas to the detriment of the public).

5.1.7 Council Infrastructure

Clearance from public infrastructure such as bins and public seating is required at all times for access purposes. Businesses may apply to have Council infrastructure

removed, relocated or modified to assist applications in meeting the requirements of this Policy. Any removal, relocation or modification of Council infrastructure will be solely at the cost of the applicant. Where the infrastructure does not belong to Council, the business owner should contact the relevant infrastructure manager to discuss their application.

5.1.8 Clearance from existing public infrastructure

Where public infrastructure exists on the footpath, the following clearances are required:

Public infrastructure	Minimum clearances from object
Disability parking bay	1800mm
Litter bins	1000mm
Public seating	
Bicycle stands (from outer edges of stand)	
Fire hydrants	
Payphones	
Traffic lights	
Pedestrian-operated lights	
Way-finding signs	
Footpath ramps	
Trees and tree pit edge	500mm
Planters installed by Council	
Electricity boxes	
Street infrastructure	
Electricity poles	
Street light poles	

5.1.9 Fixed and semi-fixed furniture

Fixed furniture refers to any item that is affixed (through bolting or other means) to Council infrastructure, including to footpaths and kerbs, making it immovable. Fixed

furniture (except when installed by Council or approved as part of a Planning Permit) is not permitted by Council under this policy for the following reasons:

- Creates an inflexible environment that cannot be changed easily to suit conditions or needs of the Council or businesses.
- Presents obstructions on the footpath and roadside outside of business hours.
- Damages Council infrastructure incurring costs to repair and restore.
- May damage underground utilities infrastructure (eg. power, gas, internet, phone, stormwater).
- Items may attract anti-social behaviours, be damaged, or subject to graffiti creating safety and amenity issues.
- Restricts access for street cleaning and maintenance.
- Affects heritage values for some streetscapes.

Council has a no tolerance approach for items unlawfully fixed to Council assets. Businesses who affix items to Council infrastructure may have their roadside and footpath trading permit suspended or revoked, and may not be eligible for future permits. Council may take enforcement action that can include seizure of items, issuing infringements, and/or initiating court proceedings. The business will also be charged the cost for Council to remove the items, and to repair and restore any damage caused to Council assets by affixed items. Businesses are encouraged to speak with Council about alternative options.

Semi-fixed furniture refers to any item temporarily secured to Council infrastructure by means of a socket and sleeve system installed into the ground. From 2024, businesses may be eligible to install in-ground sockets for securing outdoor dining furniture. Please contact Council for further information about the application process and associated fees.

Where Council approved in-ground sockets have been installed, the business may obtain a roadside and footpath trading permit to use furniture in the sockets in accordance with the requirements of this policy.

Unlawfully installed in-ground sockets will be removed, and reinstatement works undertaken at the business owner's expense.

6 General Permit Information

Before submitting a permit application for roadside and footpath trading, applicants are advised to read this Policy and have an understanding of all requirements, legal obligations, responsibilities and costs associated with trading on Council land and roads. Applicants are encouraged to seek advice from Council before submitting a new application for a permit.

Applications are available via Council's website or at Council service centres.

Traders must submit their application with all necessary documentation, including a current Public Liability Insurance Certificate, and payment of fees.

Once an application for a permit is submitted, an Authorised Officer will consider that application in accordance with the Local Law. The following will also be taken into consideration when a permit application is assessed:

- Compliance with this Policy and other relevant Council policies;
- Compliance with the Local Law and other relevant legislation;
- Whether approvals are required from the Planning or Building department;
- The effect on pedestrian traffic flows and safety;
- The impact on the appearance of the street and its surroundings;
- The impact on residential amenity;
- The duration of use;
- The effect on vehicular traffic flows and safety;
- Compatibility with other uses in the street (including Heritage Overlay value);
- Whether it is complementary to the primary adjoining use;
- Whether it is less intensive than the primary adjoining use;
- The applicant's previous record of compliance;
- Application form is completed correctly and all required documents attached;
and
- Any other matter relevant to the application.

A site inspection may be required in considering a new permit application. An Authorised Officer will either approve or refuse the permit application and advise the

applicant in writing. Permit applications are normally processed within 28 days, but may take longer in some circumstances.

If a permit is refused, advice will be provided about the reasons for refusal. In accordance with the Local Law, the applicant may appeal a decision to refuse to grant a permit within 21 days of being notified. Refunds will not be given for permits that are refused.

6.1.1 Display of permit registrations

Annual permit holders will be issued a permit registration sticker. The current permit registration sticker must be displayed clearly and legibly on the shop-front window or front of the business so that it is visible to the public and Authorised Officers. If the permit registration sticker is damaged a request should be made to council for a replacement.

Fundraising stall permit holders will be issued a temporary trading permit. A copy of the permit must be available at the fundraising site and produced for inspection upon request.

6.1.2 Transfer of ownership

The following points apply:

- A permit for roadside and footpath trading only applies to the permit holder at the premises for which it is issued;
- Permits are not transferable from one premises to another. A new permit must be applied for at the new premises; and
- Permits are not transferrable on the sale or transfer of ownership of a business. The new proprietor must apply for a new permit.

6.1.3 Period of Permit

The following points apply:

- The Local Law prescribes the maximum time a Local Law permit may be issued for;
- The duration of a permit is at the discretion of an Authorised Officer;
- Permits related to roadside and footpath trading (excluding fundraising stall permits and mobile trading permits) expire on the date designated by the

issuing Authorised Officer and must be renewed annually unless specified otherwise on the permit;

- Permits automatically expire upon expiry of Public Liability Insurance for the business holding the permit;
- No refunds will be given for permits if the business has transferred ownership, the permit is no longer required, the permit expires due to insurance expiry, or if the permit is cancelled or amended by Council or an Authorised Officer; and
- Upon expiry of a permit, it is the permit holder's responsibility to remove all furniture and cease trading on Council land or road until such time a permit is renewed or re-issued for the premises.

6.1.4 Renewal of existing permit

The following points apply:

- It is the permit holder's responsibility to renew a permit prior to the expiry date. Renewal notices will be issued to the permit holder approximately one (1) month before expiry;
- Renewal applications must be completed correctly with a certificate of currency for public liability insurance supplied to Council at time of renewal; and
- All fees must be paid to Council at the time of renewal.

6.1.5 Amendments to an existing permit

A new permit application must be submitted where any amendment to an existing permit is required.

6.1.6 Permit Fees

Fees apply for permits issued for roadside and footpath trading. The fees are determined by Council as part of its annual budget process. Information about fees for permits is available on Council's website mrsc.vic.gov.au.

Applicable permit fees are payable in full before a permit will be issued.

6.1.7 Public Liability Insurance

The business must supply a current copy of their Public Liability Insurance on application for the permit. The minimum amount of Public Liability Insurance required is \$10,000,000. If the Public Liability expires during the Permit period, the business must supply a new certificate before the expiry or the permit is no longer valid.

6.1.8 Compliance and Enforcement

Traders will be regularly audited for compliance against the Local Law, permit conditions and this Policy. Authorised Officers also investigate if Council receives a complaint from a member of the public or has any reason to believe a trader is not adhering to requirements.

If non-compliance is identified, an Authorised Officer may take enforcement action in accordance with the Local Law and Council policies and procedures. Council will attempt to work with permit holders in the first instance to achieve compliance.

Failure to comply with conditions of the permit or this Policy may result in cancellation of the permit.

If a permit expires or is cancelled, the permit holder is responsible for immediately ceasing use of Council's land or road for trading. All furniture items must immediately be removed by the trader. It is an offence under the Local Law to use Council land or road without a permit. Failure to comply with the Local Law may lead to enforcement action resulting in fines, prosecution in court, and/or impoundment of furniture items.

Appendix A – Guidelines for Footpath and Roadside Trading**All furniture and trading categories - General requirements**

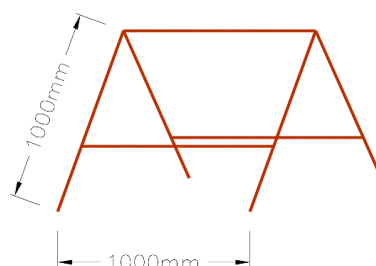
- Any signage, goods or furniture must only be displayed during business operating hours to assist with creating a safe environment, especially after dark. All items must be removed within 30 minutes of the business closing time (excluding real estate signs that are placed according to the Real Estate Signs additional requirements below);
- Items may only be displayed in the Trading Zone unless permitted in an alternative location to the trading zone. Items must not be placed in the Pedestrian Zone at any time;
- Generally, items will not be permitted to be placed within 10 metres of a road intersection so as not to interfere with traffic visibility (except Real Estate Signs) – applications for items within 10 metres will require a site distance inspection assessment by an Authorised Officer;
- No items may be placed against the building line at any time as this interferes with accessibility requirements;
- All items on the footpath must be placed in front of the business' building and not impede on the trading area of any other business unless an expanded trading area is approved by Council in consultation with neighbouring businesses;
- All items displayed on Council land or roads must be self-supporting, windproof and/or weighted down. Displays must not be affixed to any footpath, building, furniture, pole or other structure; except for flags in approved sleeves or brackets;
- All items must be of a safe design, clearly visible, and constructed without sharp edges, projecting pieces, or any other hazard that could cause injuries to pedestrians;
- Items must not cause damage to any Council infrastructure, land or roads. Any damage caused by signage, goods or furniture will be repaired at the cost of the permit holder;

- All items must be kept in a state of good repair and promptly removed or replaced if damaged, faded, or deemed unsafe or unsightly by an Authorised Officer;
- All items must be regularly maintained so as to be clean, tidy, litter free and graffiti free;
- Items must not be offensive in any way, negatively impact on amenity or contain any words or illustrations that could be considered offensive, disrespectful or discriminatory; and
- The use of any sound amplification equipment (including speakers) is not permitted.

Movable or Temporary Advertising Signs - Additional requirements

The following conditions must be met in order to display movable signage (excluding real estate signs – refer to Real Estate Signs – Additional requirements):

- Signs must not be affixed or attached to any infrastructure including footpaths, street furniture, buildings or poles;
- Signs must not be placed in the pedestrian zone;
- Signage must not exceed 1000 mm x 1000mm in size;
- A maximum of two (2) signs are permitted per business;
- Signs may be single or double sided;
- Signs must not be displayed when the business is closed; and
- No sign or display is to have any moving, rotating, illuminated or reflective components.



Movable signage must be placed within the trading zone. Applications may be considered, granting special conditions for businesses to place signage outside of the Trading Zone. Businesses that are set back from the roadside or are adjacent to a service road outer separator may apply to place a movable sign on the roadside, outer separator or road reserve. Signs are not permitted on median strips or

roundabouts. Applications will be considered on a case by case basis taking into consideration traffic conditions and any safety risks at the site.

See Appendix B for visual representation.

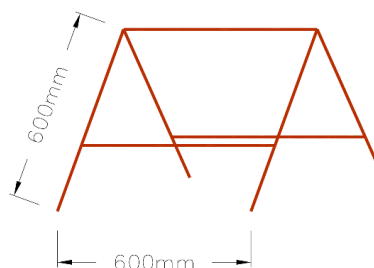
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Real Estate Signs - Additional requirements

Real estate agents can apply for a Local Law permit to place signs for advertising or promoting properties they are selling or leasing when they wish to use Council land or roads for this purpose. Other advertising is not permitted. In addition to complying with the Real Estate Institute of Victoria LTD Rules of Practice 2017, real estate agents and their representatives must adhere to the following conditions when placing out Real Estate Signs:

Moveable Real Estate Signs (e.g. A-Frame or sandwich board style open for inspection, auction, and directional / indicator signs)

- Signs must be identified with the name of the business of the acting agent and the contact details of the Permit Holder or the current Local Law Permit number; and
- Signs may only be placed out on the day of the Open for Inspection or Auction;
- Signs must not be placed out before 6:30am or sunrise (whichever is later) on the day of the Open for Inspection or Auction and must be removed within 45 minutes after the inspection or auction has concluded; and
- Signs must not exceed 600 mm x 600 mm in size; and
- Signs may be single or double sided; and
- Signs must not have any animated, moving, rotating, illuminated or reflective components; and
- Signs must not be anchored, affixed or attached into the ground or onto any Council / Utility Company infrastructure including trees, footpaths, street furniture, buildings or poles; and
- Signs must not be placed on any roundabout, median strip, traffic island, pedestrian refuge, Council reserve, footpath, footpath ramp, or within the pedestrian zone; and
- Signs must not be placed in a way that impairs the vision of road users or impedes the safe use of footpaths and roads in any way; and
- Only two (2) signs may be placed at any corner of an intersection at any one time; and



- A maximum of four (4) signs are permitted to be placed out per open for inspection or auction event, which may be placed at nearby intersections and directly outside the property being sold or leased.

Property Advertising Boards (e.g. onsite boards and estate signage)

The Macedon Ranges Shire Council Planning Scheme in conjunction with the Local Law prescribe the legal requirements for property advertising boards. The following summarises requirements, but agents are responsible for ensuring Planning Scheme requirements for signs are complied with and planning permits are obtained when legally required.

- Advertising boards are not allowed on Council land or roads; and
- Only one (1) advertising board can be displayed on the land that is for sale or lease (except for apartments that may display one (1) board per unit); and
- The board must be securely erected on the land; and
- The board must not exceed 10 square metres in size; and
- The board must not have any animated, internally illuminated, floodlit, or reflective components; and
- The board may have a mounting point for a flag provided it is on or within the boundary of the property; and
- A flag not exceeding two (2) square metres in size may be displayed from the mounting point on the board provided it meets the following conditions:
 - The flag must be safely secured in the mounting point placed upright at a 45 degree angle or less from the sign; and
 - The flag must not be placed in the mounting point prior to 6:30am or sunrise (whichever is later), on the day of the Open for Inspection or Auction and must be removed directly following the inspection or auction time; and
 - When the agent is not attending the property, the flag must not overhang or protrude into any footpath or pedestrian zone; and
 - The flag must not impair the vision of pedestrians and/or road users; and
 - The flag must not impede the safe use of footpaths and roads in any way; and
- The board must be removed within seven (7) days of the sale or letting of the property.

Note: a planning permit may be sought for signs that would not comply with the conditions outlined (e.g. for illumination, additional signs, larger signs, etc). Refer to the Macedon Ranges Shire Council Planning Scheme for further information about sign requirements: <http://planningschemes.dpcd.vic.gov.au/schemes/macedonranges>.

Goods for display - Additional requirements

Display of goods gives the businesses the opportunity to display items that are sold within the premises. The following conditions apply:

- Displays must not exceed a height of 1200mm, width of 800mm and a length of 1500mm;
- Where the business has multiple displays a gap of 1000mm between each display must be allowed for access;
- Displays must not cause a tripping hazard to pedestrians; and

If food is displayed the permit holder must comply with the Food Act 1984.

Tables and Seats - Additional requirements

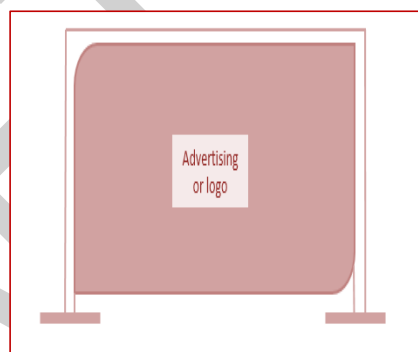
- A permit is issued subject to the premises being registered under the Food Act 1984, proof of which must be supplied to an Authorised Officer of Council on request;
- The number of tables and seats permitted on the footpath is determined by the size available in the Trading Zone. Table dimensions and size must be specified in the application process;
- Tables and seats must be portable, yet sturdy and windproof;
- The feet on tables and chairs must not be a type that causes damage to the footpath; and
- No alcohol can be served on Council land unless the footpath area is included in the Liquor Licence Redline plan and has planning approval; and
- Number of tables and seats permitted may be restricted by numbers approved under the Planning Permit. Smoking is banned in all outdoor areas with tables and seats on the footpath including outdoor drinking areas under Council's Smoke Free Outdoor Areas Policy 2017. The permit holder is responsible for ensuring patrons comply with these provisions.

Flags - Additional requirements

- Pre-existing sleeves or brackets which have been approved by Council are permitted to be used.
- Flags must not overhang a roadway or parking bay at a height less than 3 metres.
- Flags must not be located within 20m of an intersection.
- Flags must not be of a size, shape, quantity or placement that, in the opinion of an Authorised Officer, impedes traffic or create a hazard.

Dividing screens or barriers - Additional requirements

- Dividing screens or Barriers must not exceed 1200mm in height;
- Dividing screens or Barriers must not adversely impact the openness of the streetscape;
- Dividing screens or Barriers must only be positioned in the Trading Zone; and
- Advertising on screens must be kept to a minimum. The name of the business or of the sponsor of the screen is acceptable.
- Glass screen barriers are discouraged, but may be approved on a case-by-case basis for use with a Council approved / installed in-ground sleeve system. Glass screen barriers must be made of toughened glass and meet Australian New Zealand safety standards.
- Dividing screens secured to in-ground sockets must be removed at the end of business each day, and the socket lid must be closed flush to the ground so as to prevent a trip hazard.

**Umbrellas - Additional requirements**

- Umbrellas will only be approved where existing shelter such as verandas, canopies or trees do not provide protection from the elements;
- Umbrella circumference must be wholly contained in the Trading Zone; and

- Advertising on umbrellas must be kept to a minimum. The name of the business or of the sponsor of the screen is acceptable.
- Umbrellas secured to in-ground sockets must be removed at the end of business each day, and the socket lid must be closed flush to the ground so as to prevent a trip hazard.

Heaters - Additional requirements

Council encourages Permit holders to consider limiting the use of outdoor gas heaters due to reducing the contribution to greenhouse gas emissions. Only gas heaters will be permitted.

- Heaters must be free standing, stable and capable of automatically shutting down if overturned;
- Heaters must comply with the Australian Standards;
- Heaters must only be used a safe distance from flammable items;
- Heaters must be removed and stored appropriately when the business is closed;
- Permit holder must ensure the safe use of gas heaters and have written operating instructions available to all staff;
- All gas heaters must have a registered Australian Gas Association Number (AGA No.) or SAI Global approval;
- Gas heaters must only be used outdoors in a well ventilated area;
- Gas heaters must be serviced every 12 months or earlier as required; and
- Permit holder must comply with Gas Safety (Gas Installation) Regulations 1999, Dangerous Goods Act 1985, Australian Standard for Gas Cylinders, Occupational Health and Safety Regulations 2007 and any other relevant policies and code of practice.

Outdoor Planters - Additional requirements

Council encourages permit holders to consider drought resistant, native plants. Plant species should be chosen for their hardiness, evergreen type and that are slow growing for easy maintenance.

- Plants must not be allowed to stain the ground where the planter box sits;

- Plants must not be declared noxious weeds or toxic plants;
- Area around outdoor planters must be kept clean and clear of any fruit or flowers that may fall from the plant;
- Plants with needles or thorns are not permitted; and
- Planter boxes must be a portable design and where on wheels or casters, must have a lock/brake.

Fundraising stalls - Additional requirements

- Fundraising stalls must only occupy the approved fundraising site location identified in the permit and operate according to the requirements set out in this Policy and the permit;
- Fundraising stalls must only occupy and operate on the days and times specified in the permit;
- If applying to set up in front of an existing business, written permission from that business must be submitted with the permit application;
- Stalls / displays must not be set up against the building line and can only be positioned in the Trading Zone;
- Stalls / displays must not exceed a height of 1200mm, width of 800mm and a length of 1500mm;
- If food is displayed the permit holder must comply with The Food Act 1984; and
- Members of the public must not be badgered or harassed in any way whilst undertaking fundraising activities.

Mobile Trading - Additional requirements

From 1 July 2023, mobile trading may be permitted on Council land and roads subject to the following requirements.

- Mobile traders can apply to operate at a specific site on Council land or roads, which will be considered on a case-by-case basis. It is important that use of public space for commercial activities is complimentary to the area's purpose and is not detrimental to fixed businesses in the area. In deciding whether to grant permits for mobile trading, the general location, safety of road users, safety of

pedestrians, visual amenity, litter control and nature of the vehicle, stall or other structure will be considered. The issue of a permit is at the discretion of a Council Authorised Officer

- A permit may be granted for a period of up to three (3) months to operate at an approved site during specified days and times. Ice cream vans may be granted a permit to operate in a specified region at specified times. Council may also determine to promote/activate a public site within the municipality, and may nominate sites as determined.

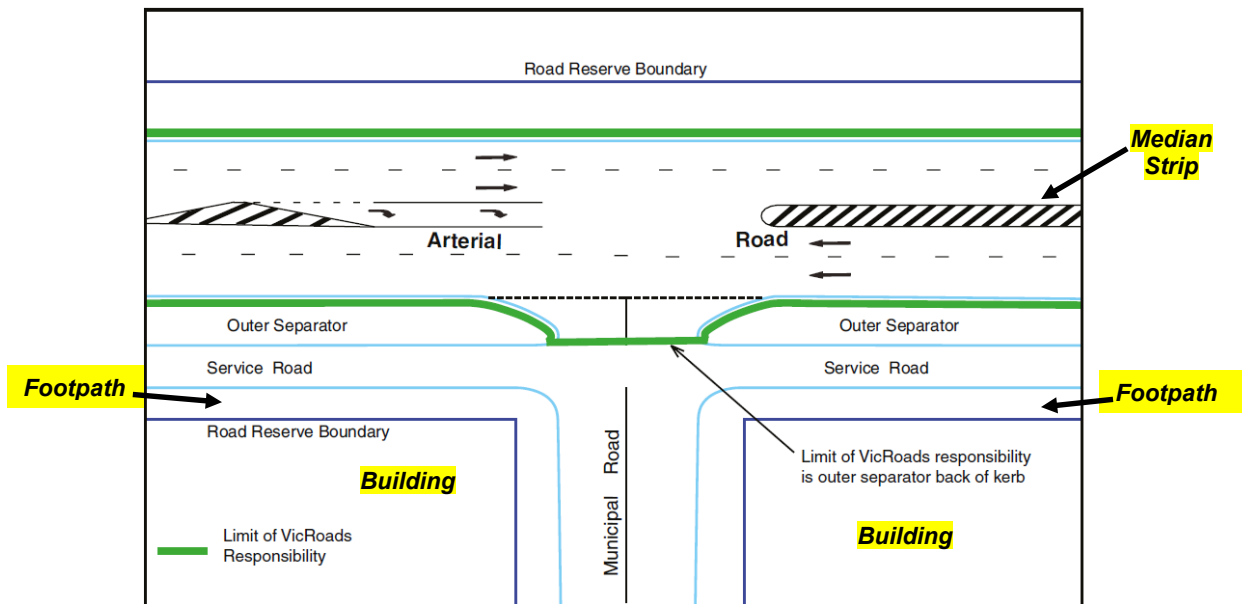
Mobile trading as defined in the Local Law is currently permitted on private land where allowable under the Macedon Ranges Planning Scheme and may also be approved as part of events, festivals, markets, and recreational lease agreements. This policy does not limit mobile trading in these circumstances.

Mobile Trading Site Location

- Sites must not be located within 100 metres of an existing and operating hospitality or like business, unless its hours of operation are outside the existing trading hours of nearby businesses;
- Sites must be at least 15 metres away from bus stops and taxi ranks;
- Sites must be at least 25 metres away from a school crossing, traffic control device, or intersection;
- Sites must comply with the requirements of the *Road Safety Act 1986* and *Road Safety Road Rules 2017* with respect to (but not limited to) the obstruction of sight lines, traffic signals and road signage as well as comply with any parking restrictions;
- Sites cannot be located on or interfere with a footpath or shared path;
- The site and general area should be able to be monitored at all times and provide an inviting, clean and safe place for people to use; and
- Mobile traders must only operate at the site/s permitted and must leave the site outside of permitted operating hours. In addition to the general requirements, the following conditions will also apply to Mobile Trading to ensure safety and amenity:

- A permit for Mobile Trading will be issued to a specified vehicle/stall and is non-transferrable to additional vehicles/stalls;
- Trading that includes the use of a mobile food truck/van/cart, must have a current Registration under the *Food Act 1984* with their principle Council, be registered on the Streatrader website, and lodge a Statement of Trade nominating the location and date/s of trading;
- The food truck/van/cart must meet the requirements of the *Food Act 1984* and requirements of the FSANZ Food Standards Code;
- All electrical and gas fittings must comply with Energy Safe requirements;
- The operator must not create or allow an obstruction on any road, thoroughfare, or footpath;
- The vehicle opening for the service of customers shall open toward the footpath/nature strip and at no time open out to the road;
- Any noise generated from the mobile trading activity must be kept to a minimum at all times and must not create a nuisance;
- The operator is responsible for keeping the area immediately surrounding the vehicle or stall free of litter during the hours of operation;
- The operator must supply suitable bins for deposit of rubbish by patrons and will remove the bins for disposal offsite upon leaving the site each day;
- Wastewater must be collected and removed from the site;
- Mobile Trading activities must not adversely affect nearby residents or businesses; and
- Operators must not place any furniture items or signs on Council land or roads without a permit for the item/s (with the exception of bins approved as part of the Mobile Trading permit).

Appendix B – Visual Representation





Macedon Ranges Shire Council Governance Rules

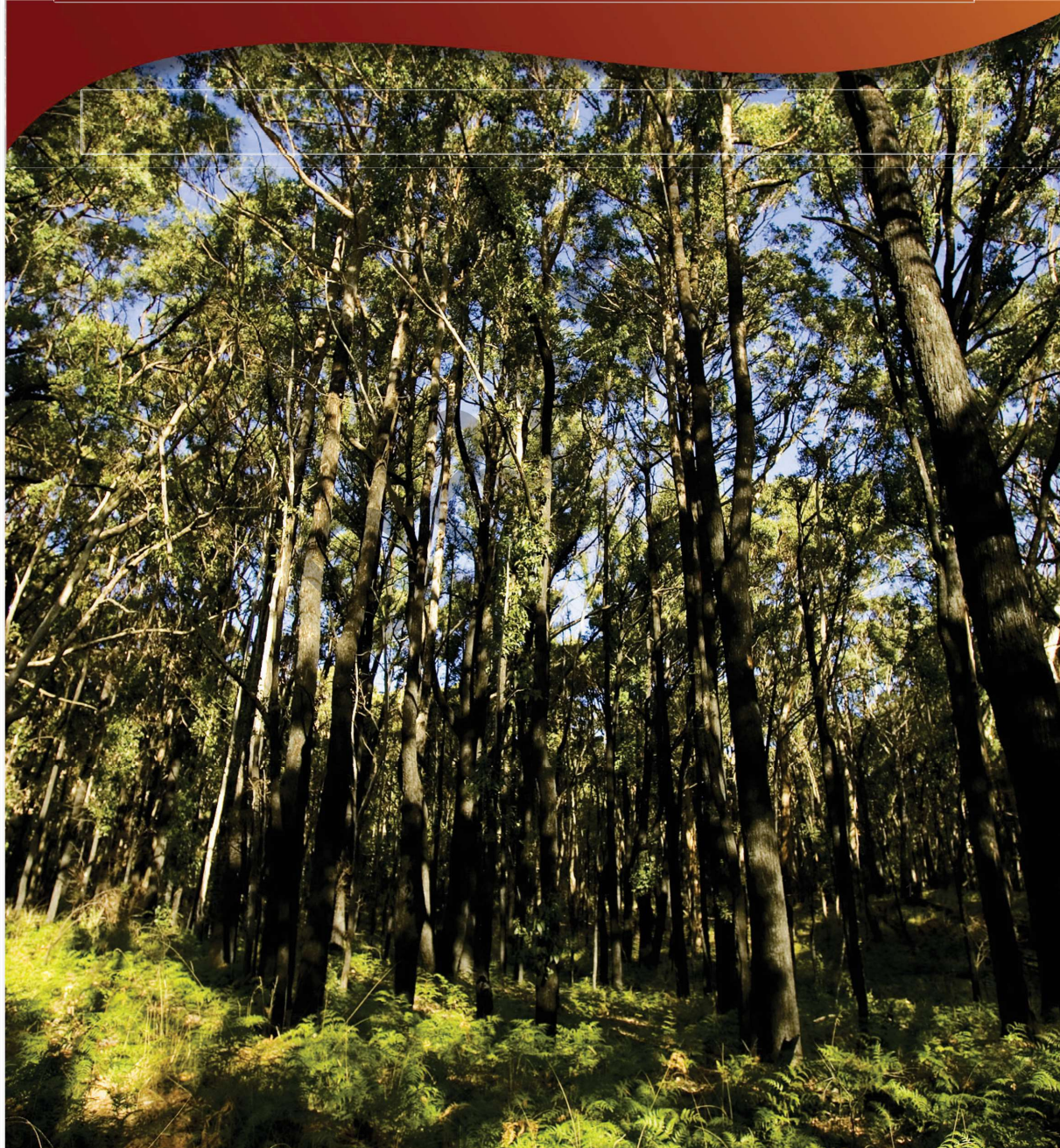


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PART 1: PRELIMINARY

1. Purpose

The purpose of these Governance Rules is to provide for:

- (a) the conduct of Council meetings;
- (b) the conduct of meetings of delegated committees;
- (c) the form and availability of meeting records;
- (d) the election of the Mayor and the Deputy Mayor;
- (e) the appointment of an Acting Mayor;
- (f) an election period policy;
- (g) the procedures for the disclosure of a conflict of interest by a Councillor or a member of a delegated committee at a meeting of the Council or a delegated committee;
- (h) the procedure for the disclosure of a conflict of interest by a Councillor at a meeting under the auspices of Council that is not a meeting of the Council or a delegated committee;
- (i) the disclosure of a conflict of interest by a member of Council staff when providing information in respect of a matter;
- (j) the consideration and making of decisions on any matter being considered by the Council fairly and on the merits;
- (k) the institution of decision-making processes to ensure that any person whose rights will be directly affected by a decision of the Council is entitled to communicate their views and have their interests considered; and
- (l) any other matters prescribed by the regulations made under the Act.

2. Role of Council

- (1) The role of Council is to provide good governance in its municipal district for the benefit and wellbeing of the Macedon Ranges municipal community.
- (2) Council will provide good governance through —
 - (a) the performance of its role in accordance with the overarching governance principles and supporting principles of the Act; and
 - (b) the Councillors of the Council performing their roles in accordance with the requirements of the Act.
- (3) In performing its role, Council may—
 - (a) perform any duties or functions or exercise any powers conferred on Council by or under the Act or any other Act; and
 - (b) perform any other functions that Council determines are necessary to enable Council to perform its role.
- (4) If it is necessary to do so for the purpose of performing its role, Council may perform a function outside its municipal district.

3. Overarching governance principles and supporting principles

- (1) Council will in the performance of its role give effect to the overarching governance principles.
- (2) The following are the overarching governance principles—
 - (a) Council decisions are to be made and actions taken in accordance with the relevant law;
 - (b) priority is to be given to achieving the best outcomes for the municipal community, including future generations;
 - (c) the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
 - (d) the municipal community is to be engaged in strategic planning and strategic decision making;
 - (e) innovation and continuous improvement is to be pursued;
 - (f) collaboration with other Councils and Governments and statutory bodies is to be sought;
 - (g) the ongoing financial viability of the Council is to be ensured;
 - (h) regional, state and national plans and policies are to be taken into account in strategic planning and decision making; and
 - (i) the transparency of Council decisions, actions and information is to be ensured.
- (3) In giving effect to the overarching governance principles, Council will take into account the following supporting principles—
 - (a) the community engagement principles (section 56 of the Act);
 - (b) the public transparency principles (section 58 of the Act);
 - (c) the strategic planning principles (section 89 of the Act);
 - (d) the financial management principles (section 101 of the Act); and
 - (e) the service performance principles (section 106 of the Act).

4. Council decision making

1. Council will consider, and make decisions on, any matter being considered by Council fairly and on the merits.
2. Any person whose rights will be directly affected by a decision of the Council is entitled to:
 - (a) communicate their views by written submission; and
 - (b) have their interests considered.
3. For the purposes of subrules (1) and (2), a decision of Council means the following—
 - (a) a resolution made at a Council meeting;
 - (b) a resolution made at a meeting of a delegated committee; or
 - (c) the exercise of a power or the performance of a duty or function of Council by a member of Council staff or a Community Asset Committee under delegation.

5. Definitions

In these Governance Rules, unless inconsistent with the context:

Absolute majority	Means the number of Councillors which is greater than half the total number of the Councillors of Council.
Act	Means the <i>Local Government Act 2020</i> .
Agenda	Means the notice of meeting setting out the business to be transacted at the meeting
Authorised Officer	Means a member of Council staff appointed under section 224 of the <i>Local Government Act 1989</i> , who is authorised by the Council to carry out specific functions under this Local Law
Broadcast	Means the visual or aural transmission of proceedings on any medium, including radio, television and the internet.
Carried	Means that the relevant motion or amendment is determined in the affirmative.
Chairperson	Means the person who chairs a meeting and includes the Mayor who chairs a Council meeting.
Chief Executive Officer	Means the Chief Executive Officer or Acting Chief Executive Officer appointed under section 94 of the Local Government Act 1989 or section 44 of the Local Government Act 2020. If the Chief Executive Officer or Acting Chief Executive Officer is absent or unable to perform a function required under these Governance Rules, the Director of Corporate and Community must perform that function.
Community Asset Committee	Means a community asset committee established by Council under section 65 of the Act
Council	Means Macedon Ranges Shire Council.
Councillor	Means a Councillor of the Council.
Council Meeting	Includes scheduled and unscheduled meetings of the Council.
Delegated Committee	Means a delegated committee established by Council under section 63 of the Act.

Hybrid	Means a combination of in-person and electronic format (usually for a meeting) undertaken concurrently at the same time.
Majority	Means a number of votes that is more than one-half of the number of Councillors or members in attendance in the meeting when the vote is taken.
Member	Means a member of a delegated committee.
Minister	Means the Minister responsible for administering the Act.
Penalty unit	Means penalty units as prescribed in the <i>Sentencing Act 1991</i> .
Quorum	Means the minimum number of Councillors or members who must be present in order to constitute a valid meeting of the Council or committee.
Recording	Means a recording of proceedings made using any device that is capable of recording speech or actions, including a tape recorder, video camera, mobile phone and portable computer.
Scheduled Council meeting	Means a Council meeting fixed by Council from time to time in accordance with rule 10(a).
Unscheduled Council meeting	Means a Council meeting called by the Mayor or 3 Councillors in accordance with rule 10(c).
In writing / written	<p>When referring to a notice of motion, amendment or rescission submitted by a Councillor, includes a notice that is conveyed by an electronic means and that can be identified as originating from the Councillor. This includes an email from a Councillor's Council email address.</p> <p>When referring to a notice issued by the Council, includes a notice that is published on the Council website or a notice issued by a member of Council staff authorised to issue the notice and sent from an email address with a Council domain address.</p>

Part 2: ELECTION OF MAYOR

6. Meeting to conduct an election

- (a) An election to fill a vacancy must be conducted under this Part when a vacancy in the position of Mayor is required to be filled under section 26 of the Act.
- (b) At any meeting to elect the Mayor the Chief Executive Officer must open the meeting and chair the election.
- (c) At the conclusion of an election under this Part, the Mayor shall take the chair.
- (d) Any election by Council of a Deputy Mayor will follow the same procedure as that for an election of the Mayor save that the Mayor will chair the election.

7. Determining the election of Mayor

- (a) The Chief Executive Officer must invite nominations for the office of Mayor (each of which must be seconded):
 - (i) if there is only one (1) nomination, the nominated candidate must be declared to be elected;
 - (ii) if there is more than one (1) nomination, the Chief Executive Officer must conduct an election in the following manner;
 - (a) each Councillor present at the meeting and wishing to vote must vote for one (1) of the candidates and if one (1) candidate receives an absolute majority of the votes, that candidate must be declared to be elected;
 - (b) if no candidate receives an absolute majority of the votes, the candidate with the fewest number of votes must be declared to be a defeated candidate. Each Councillor present at the meeting and wishing to vote must then vote for one (1) of the remaining candidates;
 - (c) if one (1) of the remaining candidates receives an absolute majority of the votes, that candidate must be declared to be elected. If none of the remaining candidates receives a majority of the votes, the process of declaring the candidates with the fewest number of votes a defeated candidate and voting for the remaining candidates must be repeated until one (1) of the candidates receives an absolute majority of the votes. That candidate must then be declared to be elected;
 - (d) if none of the remaining candidates receives an absolute majority and two (2) or more candidates have an equal number of fewest votes, each Councillor present at the meeting who wishes to vote must vote for one (1) of the candidates with the equal fewest votes. The candidate who receives the fewest of those votes must be declared to be a defeated candidate.
 - (e) if after conducting a vote to declare a candidate defeated under paragraph (d), two (2) or more candidates receive the equal fewest votes, the determination of which of those candidates must be declared to be defeated must be determined by lot.

- (f) if an absolute majority of the Councillors cannot be obtained at the meeting, the Council may resolve to conduct a new election at a later specified time and date.
- (g) in this rule, **absolute majority** means the number of Councillors which is greater than half the total number of the Councillors of Council.
- (h) if a lot must be conducted under this rule, the Chief Executive Officer shall arrange for the conduct of the lot and the following provisions must apply:
 - (i) each candidate will draw one (1) lot;
 - (j) the order of drawing lots will be determined by the alphabetical order of the surnames of the candidates who received an equal number of votes except that if two (2) or more such candidates' surnames are identical, the order will be determined by the alphabetical order of the candidates' first names; and
 - (k) as many identical pieces of paper as there are candidates who received an equal number of votes must be placed in a receptacle. If the lot is being conducted to determine which is a defeated candidate, the word "Defeated" shall be written on one (1) of the pieces of paper, and the candidates who draws the paper with the word "Defeated" written on it must be declared the defeated candidate (in which event a further vote must be taken on the remaining candidates).
- (b) Any election by Council of a Deputy Mayor will follow the same procedure as that for a Mayor.

8. Precedence of Mayor at Meetings

- (a) The Mayor takes precedence at all municipal proceedings within the municipal district and must chair all meetings of the Council at which they are present.

9. Acting Mayor

- (1) Council must appoint a Councillor to be the Acting Mayor when—
 - (a) Neither the Mayor nor any elected Deputy Mayor is able for any reason to attend a Council meeting or part of a Council meeting; or
 - (b) the Mayor and any elected Deputy Mayor are both incapable of performing the duties of the office of Mayor and Deputy Mayor respectively for any reason, including illness; or
 - (c) the office of Mayor and Deputy Mayor are vacant.
- (2) An appointment under sub-rule (1) must be for a period specified by Council.
- (3) If—
 - (a) an appointment has not been made under sub-rule (1) or has expired; and

(b) any of the circumstances specified in sub-rule (1)(a), (b) or (c) apply—

Council must appoint a Councillor to be the Acting Mayor for a period specified by Council.

(4) An Acting Mayor—

(a) must perform the role of the Mayor; and

(b) may exercise any of the powers of the Mayor—
until the circumstances specified in sub-rule (1) no longer apply or the
period of the appointment expires, whichever first occurs.

(5) If an Acting Mayor has been appointed, unless inconsistent with the context or subject matter, a reference in the Act (except in sections 20 and 23, Division 4 of Part 2 and sections 61(6) and 236(4)) to the Mayor includes a reference to the Acting Mayor.

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Part 3: MEETING PREPARATION

Calling meetings

10. Calling and scheduling council meetings

- (a) The dates, times and places of scheduled meetings will be fixed by the Council from time to time.
- (b) Subject to the requirements of sub-rule (a), the date, time or place of a scheduled Council meeting may be altered by resolution of the Council.
- (c) In addition to sub-rule (a):
 - i. Council may by resolution call an unscheduled meeting of the Council
 - ii. the Mayor or 3 Councillors may by a written notice delivered to the Chief Executive Officer call an unscheduled meeting of the Council
 - iii. the CEO, following consultation with the Mayor, may call an unscheduled meeting
- (d) A notice delivered under sub-rule (c)(ii) must specify the date and time of the meeting and the business to be transacted.

11. Notice of meetings

- (a) Public notice will be given at least seven (7) days before:
 - (i) a scheduled or unscheduled meeting of the Council; or
 - (ii) a meeting of any delegated committee comprised entirely of Councillors.
- (b) If an extraordinary circumstance prevents the giving of seven (7) days' notice, the Chief Executive Officer will provide as much notice as is practicable and the nature of the extraordinary circumstance will be specified in the minutes.
- (c) If a delegated committee is not comprised entirely of Councillors, the Chairperson must provide reasonable notice of a meeting of the delegated committee to the public.

12. Agenda

- (a) This rule applies to Council meetings and meetings of delegated committees.
- (b) At least five (5) days before a meeting is scheduled to occur, an agenda must be:
 - (i) delivered to each Councillor's or Member's residence or usual place of business or if determined by Council by electronic means; and
 - (ii) published on Council's website.
- (c) An agenda must include:
 - (i) a description of the date, time and place of the meeting;
 - (ii) a description of the matters to be considered at the meeting;

- (iii) any validly lodged notice of motion, amendment or rescission; and
- (iv) reports prepared for consideration at the meeting.
- (d) If it is not possible to comply with sub-rule (b) for any reason, the Chief Executive Officer must ensure delivery and publication of the agenda as soon as is reasonably possible.
- (e) If a Councillor is on leave or absent from the municipality, an agenda does not have to be delivered to the Councillor unless he or she has requested delivery.

13. Adjourned meeting notices

- (a) If a Council or delegated committee meeting is adjourned to another day for any reason:
 - (i) rule 10(a) and 10(c) apply to the adjourned meeting; and
 - (ii) rule 10(b) applies to the adjourned meeting to the extent that it is reasonably practicable.

14. Giving a notice of motion

A 'notice of motion' is a formal notice by a Councillor or Member of their intention to propose a motion to be resolved upon at a meeting. The process is a direct method for a Councillor or Member to ensure a particular matter is brought before the meeting. The rules of this Division outline the formal process to be followed.

Councillors and Members will also give consideration to the following advice in the 'Good Governance Guide' produced by the MAV, VLGA and LGPro on the appropriate use of notices of motion:

[A notice of motion] can be a useful way for a councillor or member to raise an issue, which doesn't require advice or a lot of consideration on a council agenda. For example, it might involve asking the council to recognise a significant achievement of a local community member which is already generally well-known.

If a Councillor or Member proposes to use a notice of motion for a significant item, consideration should be given to a motion requesting that a report on the matter be presented to a subsequent meeting.

- (a) A Councillor may give a notice of motion on any matter the Councillor wants to be considered at a scheduled Council meeting.
- (b) A notice of motion given by a Councillor must be given in writing to the Chief Executive Officer no later than 5.00 pm on the seventh (7) day before the meeting at which it is to be proposed to be considered.
- (c) A member of a delegated committee may give a notice of motion on any motion the member wants to be considered at a meeting of the delegated committee.
- (d) A notice of motion given by a member must be given in writing to the Chief Executive Officer in sufficient time for the Chief Executive Officer to include it in the agenda for the meeting at which it is proposed to be considered.

15. Notice may be rejected

- (a) The Chief Executive Officer must reject a notice of motion if:
 - (i) it appears to be contrary to the Act or any other law;
 - (ii) it is vague or unclear in its intention; or
 - (iii) it is not lodged in accordance with rule 13.
- (b) If the Chief Executive Officer rejects a notice of motion, they must:
 - (i) notify the Councillor or member of the reason for the rejection; and
 - (ii) if reasonably possible before the agenda is published, give the Councillor or member an opportunity to amend the notice.

16. Notice must be listed on the agenda

- (a) A notice of motion from a Councillor or a member of a delegated committee must be included on the agenda for the next scheduled Council meeting or delegated committee meeting, unless it has been rejected under rule 15.

Notice of amendment or rescission**17. Giving a notice of amendment or rescission**

- (a) A Councillor or member may give notice of a motion to amend or rescind a resolution of the Council or delegated committee provided that the resolution has not been acted on.
- (b) A notice of amendment or rescission:
 - (i) must specify the resolution that it proposes to amend or rescind;
 - (ii) must be clear in its intent;
 - (iii) must be in writing; and
 - (iv) must be given to the Chief Executive Officer no later than 5.00pm on the seventh (7th) day before the meeting at which it is to be proposed.
- (c) The Chief Executive Officer must reject a notice of amendment or rescission that does not comply with sub-rules (a) and (b).
- (d) The Chief Executive Officer or an appropriate member of Council staff is entitled to implement a resolution of the Council or delegated committee at any time after the close of the meeting at which it was made. A resolution of the Council or delegated committee will therefore be deemed to be acted on if:
 - (i) its contents have or substance has been communicated in writing to any person whose interests are materially affected by it; or
 - (ii) statutory processes have commencedso as to vest enforceable rights in or obligations on Council or any other person.

- (e) The lodgement and acceptance by the Chief Executive Officer of a notice of amendment or rescission does not prevent the Chief Executive Officer or an appropriate member of Council staff from giving notice to any person that a notice to rescind or amend has been lodged.

18. Notice of amendment or rescission must be listed on the agenda

- (a) Unless a notice of amendment or rescission has been rejected under rule 17, it must be included on the agenda for the next available meeting of the Council or delegated committee.
- (b) If more than one notice of amendment or rescission is received in regard to a particular matter, the notices must be listed on the agenda in the order they were received.

General Matters regarding Notices of Motion and Notices of Rescission and Amendment

19. Conduct of Debate

Debate on Notices of Motion and Notices of Rescission and Amendment shall be conducted in accordance with Part 6

20. Majority to rescind a resolution

For a resolution of Council to be rescinded or amended, the motion for rescission or amendment must be carried by a majority of the votes cast.

21. If lost or lapsed

If a notice of motion or motion for rescission or amendment is lost or lapses for want of a seconder, a similar motion may not be put before the Council or delegated committee for at least three (3) months from the date it was last lost or lapsed, unless the Council or delegated committee resolves that the motion be re-listed at a future meeting.

22. If not moved

If a notice of motion or motion for rescission or amendment is not moved at the meeting for which it is listed, it lapses.

23. May be moved by any Councillor or member

A notice of motion or notice for rescission or amendment listed on an agenda may be moved by any Councillor or member present but where the notice is moved by a Councillor or member other than the Councillor or member listed for the notice in the meeting agenda, that Councillor or member cannot amend the notice.

24. When not required

- (a) A motion for rescission or amendment is not required where Council wishes to change policy.
- (b) Notwithstanding sub-rule (a), the following standards should generally apply if the Council wishes to change policy:
 - (i) if the policy has been in force in its original or amended form for less than 12 months, a notice of rescission should be presented to the Council; and

- (ii) any intention to change a Council policy, which may result in a significant impact on any person, should be communicated to those affected and this may include publication and consultation, either formally or informally.

The Council may determine the extent to which these standards should be followed, which will depend on the circumstances of each case.

Part 4: GENERAL CONDUCT OF MEETINGS

General matters

25. Matters not provided for

Where a situation has not been provided for under these Governance Rules, the Council or delegated committee may determine the matter by resolution.

26. Addressing the meeting

- (a) Councillors and members must conduct themselves in a courteous and respectful manner during meetings.
- (b) Any person addressing the Chair should refer to the Chairperson as:
 - (i) Madam Mayor;
 - (ii) Mr Mayor;
 - (iii) Mayor 'surname'
 - (iv) Madam Chairperson; or
 - (v) Mr Chairperson;-as the case may be.
- (c) All Councillors, other than the Mayor, should be addressed as Cr.....(name).
- (d) All members of Council staff should be addressed as Mrs, Ms, Miss or Mr(name).

Business of meetings

27. Order of business

- (a) An agenda for a meeting of a delegated committee which is not comprised solely of Councillors must be prepared by or on behalf of the Chief Executive Officer, and be provided to each member at least 48 hours before the meeting.
- (b) Subject to these Governance Rules, the order of business of meetings of the Council and delegated committees will be determined by the Chief Executive Officer to facilitate and maintain open, efficient and effective processes of government.
- (c) The Chief Executive Officer may include any matter on an agenda for consideration by the meeting following consultation with the Mayor.

- (d) Once an agenda has been published, the order of business for the meeting may only be altered by resolution of the meeting.

28. Urgent business

- (a) At a scheduled Council meeting, business that is not included in the agenda must not be considered unless a majority of Councillors present at the meeting resolve to admit the business.
- (b) Despite sub-rule (a), a matter that is not included in the agenda for a scheduled Council meeting must not be considered at the meeting if it will:
 - (i) directly and significantly affect the exercise of a person's rights;
 - (ii) alter the Council Plan or the Budget; or
 - (iii) commit the Council to any direct expenditure.
- (c) At an unscheduled Council meeting, business that has not been included on the agenda may only be considered if all the Councillors are present and unanimously resolve that the matter is urgent.
- (d) At a delegated committee meeting, business that is not included in the agenda must not be considered unless the committee solely comprises all the elected Councillors, in which case sub-rules (a) and (b) apply.

Minutes and other meeting records

29. Keeping of minutes

- (a) The Chief Executive Officer must ensure that minutes of Council and delegated committee meetings are kept.
- (b) The draft (unconfirmed) minutes of Council meetings, excluding those parts of meetings that are closed to the public, must be published on the Council's website within five (5) working days after the relevant meeting.

30. Confirmation of minutes

- (a) The Chief Executive Officer must ensure that the draft (unconfirmed) minutes of Council meetings are submitted to the next scheduled Council meeting for confirmation.
- (b) No discussion or debate on the confirmation of minutes will be permitted except where their accuracy as a record of the proceedings of the meeting to which they relate is questioned.
- (c) If a Councillor is dissatisfied with the accuracy of the minutes, then the Councillor must propose a motion specifying the alternative wording to amend the minutes.
- (d) Following confirmation, the confirmed minutes are to be displayed on Council's website.

31. Other meeting records

- (a) The Chief Executive Officer must ensure that a written record of the matters discussed at other specified meetings organised by Council, which involve Councillors and Council staff, will be kept using the template in Appendix 1.
- (b) For the purposes of sub-rule (a) the specified meetings are as follows:
 - (i) An advisory committee of the Council, if at least one Councillor is present; or
 - (ii) A planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be -
 - i. the subject of a decision of the Council; or
 - ii. subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committeebut does not include a meeting of the Council, a delegated committee of the Council, a meeting of the audit and risk committee, a club, association, peak body, political party or other organisation.
- (c) For the purposes of sub-rule (a), the written record of meetings must include:
 - (i) the names of attending Councillors, staff members and other persons;
 - (ii) a short title of the matters discussed; and
 - (iii) any conflicts of interest disclosed by Councillors or Council staff and whether they temporarily left the meeting whilst the subject matter of their disclosed conflict of interest was discussed.
- (d) The Chief Executive Officer must ensure that the written record of meetings is, as soon as practicable, reported at a scheduled meeting of the Council and incorporated in the minutes of that Council meeting.

Quorums**32. Defining a quorum**

- (a) A quorum for a meeting of the Council or a delegated committee is a majority of the members of the Council or delegated committee.

33. Inability to Gain a Quorum

If after 30 minutes from the scheduled starting time of any Council or delegated committee meeting, a quorum cannot be obtained:

- (a) those Councillors or members present; or
- (b) if there are no Councillors or members present, the Chief Executive Officer, or, in the absence of the Chief Executive Officer, an authorised officer,

may adjourn the meeting for a period not exceeding seven (7) days from the date of the adjournment.

34. Inability to Maintain a Quorum

If during any Council or delegated committee meeting or any adjournment of such meeting, a quorum cannot be maintained:

- (a) those Councillors or members present; or
- (b) if there are no Councillors or members present, the Chief Executive Officer, or, in the absence of the Chief Executive Officer, an Authorised Officer,

may adjourn the meeting for a period not exceeding seven (7) days from the date of the adjournment.

35. Inability to Achieve or Maintain a Quorum Due to Conflicts of Interests of Councillors

- (1) This rule applies if Council cannot maintain a quorum because of the number of Councillors who have a conflict of interest in a decision in regard to a matter.
- (2) Council must consider whether the decision can be made by dealing with the matter in an alternative manner.
- (3) For the purposes of sub-rule (2), an **alternative manner** may include—
 - (a) resolving to split the matter into 2 or more separate parts, so that a quorum can be maintained for each separate part; or
 - (b) making prior decisions on component parts of the matter at a meeting for which a quorum can be maintained, before deciding the overall matter at a meeting for which a quorum can be maintained.
- (4) Subject to complying with any requirements under any other Act, if Council is unable to use an alternative manner, Council must decide to establish a delegated committee to make the decision in regard to the matter consisting of—
 - (a) all the Councillors who have not disclosed a conflict of interest in regard to the matter; and
 - (b) any other person or persons that Council considers suitable.
- (5) Section 63(2) of the Act applies to a delegated committee established under sub-rule (4) to the extent possible after excluding all the Councillors who have disclosed a conflict of interest in regard to the matter.

36. Notice of Adjourned Meeting

The Chief Executive Officer must provide written notice of a meeting adjourned under rule 33, 34 or 35 but where this is not practicable because time does not permit that to occur, then, provided every reasonable attempt is made to contact every Councillor or member, notice by telephone, facsimile, email, in person or by some other means is sufficient.

37. Time limits for Meetings

- (a) A scheduled or unscheduled Council meeting must not continue after 10.30 pm unless a majority of Councillors present vote in favour of its continuance.
- (b) In the absence of such continuance, the meeting must stand adjourned to a time, date and place to be then and there announced by the Chairperson.
- (c) The Council may adjourn any meeting.
- (d) The Chief Executive Officer must give notice to each Councillor of the date, time and place to which the meeting stands adjourned and of the business remaining to be considered.

Suspension of standing orders**38. Suspension of standing orders**

The Council or a delegated committee may, by resolution, suspend standing orders for:

- (a) the purposes of enabling a full discussion of an issue;
- (b) the purposes of allowing a member of the public to address the meeting;
- (c) the purposes of providing for public question time; or
- (d) any other reasonable purpose determined by the meeting.

39. Arrangements when standing orders suspended

- (a) During a period when standing orders are suspended, no decision, motion or other formal proceeding may be allowed, other than:
 - (i) the raising of a point of order; or
 - (ii) a motion to resume standing orders.
- (b) The minutes of a meeting do not have to include a detailed account of matters considered during a period when standing orders are suspended.
- (c) The suspension of standing orders should not be used purely to dispense with the processes and protocol of the government of the Council. An appropriate motion is contained in Appendix 2.
- (d) Once the discussion has taken place and before any motions can be put, the resumption of standing orders will be necessary. An appropriate motion is contained in Appendix 2.

Public participation**40. Addressing meetings**

- (a) At a scheduled meeting of the Council or at a meeting of a delegated committee, standing orders may be suspended to enable any member of the public to address the meeting.
- (b) A member of the public addressing the Council or a delegated committee must extend due courtesy and respect to the Councillors or members and the Council or delegated committee, and must take direction from the Chairperson.
- (c) Unless otherwise resolved by the Council or delegated committee the maximum speaking time for a member of the public addressing the Council or committee is three (3) minutes.

41. Public question time

- (a) Any member of the public may submit up to two questions to a scheduled Council meeting. Questions from a member of the public:
 - (i) must be in writing and state the name and address of the person submitting the question and generally be in a form approved or permitted by the Council; and
 - (ii) may relate to a matter of business on the agenda or another matter that is generally accepted to be within the jurisdiction of the Council, either directly or indirectly.
- (b) Questions must be received no later than 5.00pm on the business day prior to the meeting.
- (c) If the Council has received a question from the public under sub-rule (a), the Council must suspend standing orders at an appropriate time for the question to be read.
- (d) The Mayor or a member of Council staff nominated by the Mayor may read a question to those present.
- (e) The Mayor or nominated Council staff member may reject a question that does not comply with sub-rule (a), or if it:
 - (i) relates to a matter outside the duties, functions and powers of the Council;
 - (ii) is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
 - (iii) relates to personnel matters;
 - (iv) relates to the personal hardship of any resident or ratepayer;
 - (v) relates to industrial matters;
 - (vi) relates to contractual matters;
 - (vii) relates to proposed developments;

- (viii) relates to legal advice;
- (ix) relates to matters affecting the security of Council property; or
- (x) relates to any other matter which the Council considers would prejudice the Council or any person.
- (f) Notwithstanding the provisions of sub-rule (e) the Council will endeavour to, and where appropriate shall, answer questions from the public that relate to these matters in a way that does not disclose confidential information and or compromise any other parties.
- (g) The Mayor may nominate a Councillor or member of Council staff to respond to a question.
- (h) All questions and answers must be as brief as possible, and no discussion may be allowed other than for the purposes of clarification.
- (i) If multiple questions related to a decision made by the Council or a matter to be considered by the Council at the meeting are asked and it is appropriate to do so, the Mayor or nominated staff member may collectively summarise these questions and make reference to the decision or the impending consideration of the matter.
- (j) If a question cannot be dealt with adequately or appropriately during public question time, the Mayor or a nominated staff member may advise the Council that they will provide a written answer in response to the question.

42. Petitions and joint letters

- (a) A member of the public may give a petition or a joint letter to a Councillor or the Chief Executive Officer.
- (b) A petition or joint letter must:
 - (i) state the name of the person forwarding the petition and an address to which notice of the Council's response may be forwarded;
 - (ii) contain the name, full address (either postal or electronic) and signature of each person signing the petition or letter;
 - (iii) clearly state the request or describe the action that the Council is asked to undertake on each page of the petition or in the joint letter (whichever is applicable);
 - (iv) not include any statement that is offensive, defamatory or disrespectful to the Council or any Councillor or member of Council staff;
 - (v) be legible, in ink or other permanent marker and not pencil;
 - (vi) not contain alterations; and
 - (vii) not have any letters or other documents attached to it.
- (c) A petition or joint letter generated via an online or electronic process that does not contain the signatures of the persons who are represented as

having supported it will be accepted only if it complies with all other provisions of sub-rule (b).

- (d) A petition or joint letter that complies with the provisions of sub-rule (b) must be tabled at a scheduled Council meeting at the first reasonable opportunity.
- (e) A petition may only be presented to a scheduled Council meeting by a Councillor, and it is incumbent on the Councillor to acquaint themselves with the contents of the petition or joint letter and to ascertain that it complies with sub-rule (b).
- (f) A Councillor presenting a petition or joint letter to the Council must write their name at the beginning of the petition or joint letter.
- (g) A petition or joint letter tabled at a Council meeting may be dealt with as follows:
 - (i) a motion may be proposed to accept the petition or joint letter and that it lay on the table until the next scheduled Council meeting or a future meeting specified by the Council (at which a report on the matter will be presented); or
 - (ii) a motion may be proposed to accept and note the petition or joint letter and resolve to deal with it earlier or refer it to another process.

Disruptions

43. Chairperson may call a member to order

- (a) The Chairperson may call to order any Councillor or member:
 - (i) who is disruptive or acting in an unruly manner during a meeting; or
 - (ii) who makes a statement that is offensive, insulting or defamatory.
- (b) Without detracting from sub-rule (a), the Chairperson may call to order any Councillor who is acting contrary to the Councillor Code of Conduct in a Council meeting or a meeting of a delegated committee comprised solely of Councillors.
- (c) If the Chairperson calls a Councillor or member to order, the Chairperson may direct the Councillor or member:
 - (i) to cease the actions for which the Councillor or member has been called to order; or
 - (ii) to retract a statement or apologise for a statement or action.
- (d) If a Councillor or member fails to comply with a direction under sub-rule (c), the Chairperson may direct the Councillor or member to leave the meeting for a specified time.
- (e) The direction by the Chairperson under sub-rule (d) may be overruled by a resolution of the meeting.

- (f) Unless sub-rule (e) applies, a Councillor or member who is directed by the Chairperson to leave the meeting for a specified time must comply with that direction.

44. Mayor may remove a member of the public

- (a) The Chairperson may direct a member of the public to leave a meeting if, in the opinion of the Chairperson, the person is disrupting the orderly conduct of the meeting.
- (b) A person directed to leave a meeting under sub-rule (a) must not return to the meeting unless authorised by the Chairperson.

45. Mayor may adjourn a meeting

- (a) The Chairperson may adjourn a meeting at any time if a disruption is preventing the meeting from conducting its business in an orderly manner.
- (b) Unless otherwise resolved by the Council or delegated committee, an adjournment under sub-rule (a) will be for a period of 15 minutes.

Recording meetings

46. Council may record meetings

- (a) Council may resolve to broadcast its scheduled and unscheduled meetings in any form.
- (b) Despite sub-rule (a), a meeting that is closed to the public under section 66 of the Act must not be broadcast or a recording made available to the public in any form.

47. No recording or broadcasting without authority

Without the authority of Council or a delegated committee (as the case may be) a person must not:

- (a) make or distribute a recording of any Council or delegated committee meeting; or
- (b) broadcast any Council or delegated committee meeting.

Part 5: DISCLOSURE OF CONFLICTS OF INTEREST

48. Procedure for the disclosure of a conflict of interest by a Councillor or a member of a Delegated Committee at a meeting of the Council or a Delegated Committee

- (1) If a Councillor or member of a delegated committee has a conflict of interest in a matter which is to be considered or discussed at a meeting of the Council or the delegated committee, the Councillor or member must, if they are attending the meeting, disclose the conflict of interest in accordance with sub-rule (2), and if applicable, sub-rule (3).

- (2) A Councillor or member of a delegated committee who has a conflict of interest and is attending the meeting of the Council or delegated committee must make a full disclosure of that interest by either advising:
- (a) the Council or delegated committee at the meeting immediately before the matter is considered at the meeting; or
 - (b) the Chief Executive Officer in writing before the meeting-
- whether the interest is a general conflict of interest or a material conflict of interest, and the nature of the interest.
- (3) If the Councillor or member advised the Chief Executive Officer of the details under paragraph (b) of sub-rule (2), the Councillor or member must make a disclosure of the class of interest only to the meeting immediately before the matter is considered at the meeting.
- (4) The Chief Executive Officer must—
- (a) keep written disclosures received under this rule in a secure place for 3 years after the date the Councillor or member of a delegated committee who made the disclosure ceases to be a Councillor or member of a committee; and
 - (b) destroy the written disclosure when the 3 year period referred to in paragraph (a) has expired.
- (5) While the matter is being considered or any vote is taken in relation to the matter, the Councillor or member of a delegated committee must—
- (a) leave the meeting and notify the Mayor or the Chairperson of the delegated committee of their departure; and
 - (b) remain outside the room and any gallery or other area in view or hearing of the meeting.
- (6) The Mayor or the Chairperson of the delegated committee must cause the Councillor or member of a delegated committee to be notified that they may return to the meeting after—
- (a) consideration of the matter; and
 - (b) all votes have been cast on the matter.
- (7) If a Councillor or member of a delegated committee discloses a conflict of interest, the Chief Executive Officer or the Chairperson must record in the minutes of the meeting—
- (a) the declaration of the conflict of interest; and
 - (b) the classification of the interest that has given rise to the conflict, and if the Councillor or member has disclosed the nature of the interest to the meeting, the nature of the interest.

49. Procedure for the disclosure of a conflict of interest by a Councillor at a meeting under the auspices of Council that is not a meeting of the Council or a Delegated Committee

- (1) At a meeting under the auspices of Council that is not a meeting of the Council or delegated committee, the Chief Executive Officer must ensure that a written record is kept of—
 - (a) the names of all Councillors and members of Council staff attending;
 - (b) the matters considered;
 - (c) any conflict of interest disclosures made by a Councillor attending under sub-rule (3);
 - (d) whether a Councillor who has disclosed a conflict of interest as required by sub-rule (3) leaves the meeting.
- (2) The Chief Executive Officer must ensure that the written record of a meeting held under this rule is, as soon as practicable—
 - (a) reported at a meeting of the Council; and
 - (b) incorporated in the minutes of that Council meeting.
- (3) If a Councillor attending a meeting held under this rule knows, or would reasonably be expected to know, that a matter being considered by the meeting is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest, the Councillor must, at the time set out in sub-rule (4), disclose to the meeting that they have a conflict of interest and leave the meeting whilst the matter is being considered by the meeting.
- (4) A Councillor must disclose the conflict of interest either—
 - (a) immediately before the matter in relation to which the Councillor has a conflict of interest is considered; or
 - (b) if the Councillor realises that they have a conflict of interest after consideration of the matter has begun, as soon as the Councillor becomes aware that they have a conflict of interest.

50. Disclosure of a conflict of interest by a member of Council staff

- (1) A member of Council staff who is providing information to:
 - (a) a meeting of the Council, a delegated committee or a community asset committee; or
 - (b) another member of Council staff exercising a power of delegation or performing a statutory function –

and who has a conflict of interest in a matter to which the information relates, must disclose the conflict of interest when providing the information and before the information is considered by the applicable meeting referred to in paragraph (a) or another member of staff referred to in paragraph (b).

- (2) A disclosure made by a person under sub-rule (1) must be recorded:
 - (a) in the minutes of the applicable meeting referred to in paragraph (a); or
 - (b) in a conflict of interest disclosure register maintained by the Chief Executive Officer if the information is provided to another member of Council staff referred to in paragraph (b).
- (3) A member of Council staff who has a conflict of interest in a matter in which they also have delegated power, duty or function must—
 - (a) not exercise the power or discharge the duty or function; and
 - (b) in the case of the Chief Executive Officer, disclose the type of interest and the nature of the interest to—
 - (i) the Mayor, in writing, as soon as they become aware of the conflict of interest in the matter; and
 - (ii) the Council by no later than the next meeting of the Council; and
 - (c) in the case of any other member of staff, disclose the type of interest and the nature of the interest to the Chief Executive Officer, in writing, as soon as they become aware of the conflict of interest in the matter.
- (4) The Chief Executive Officer does not have a conflict of interest in a matter if the matter only relates to—
 - (a) the adoption or amendment of a policy relating to Council staff generally;
 - (b) the adoption of a code of conduct for Council staff; or
 - (c) a decision to delegate a power, duty or function to a member of Council staff.

Part 6: CONDUCT OF DEBATE

General debate matters

51. Rejecting a motion

- (a) The Chairperson must reject any motion or amendment which:
 - (i) is offensive or defamatory;
 - (ii) is outside the powers of the Council or delegated committee or otherwise contrary to the Council's legal obligations or is not relevant to the item of business on the agenda and has not been admitted as urgent business under rule 27; or

- (iii) purports to be an amendment but would have the effect of negating the principal intent of the motion it seeks to amend.
- (b) If it appears to the Chief Executive Officer that a proposed motion or amendment is contrary to the Council's legal obligations, the Chief Executive Officer must advise the Chairperson in a timely manner.

52. Lapsed motion or amendment

- (a) If a motion or amendment lapses under these Governance Rules:
 - (i) the motion or amendment is no longer debated or voted upon at that meeting;
 - (ii) if it is an amendment, debate on the principal motion resumes; and
 - (iii) if it is a motion, the meeting proceeds to the next matter on the agenda.
- (b) Nothing in these Governance Rules prohibits a lapsed motion from being considered at a later meeting of the Council or delegated committee.

Motions and amendments

53. Moving a motion

- (a) In relation to moving a motion:
 - (i) the Councillor or member moving the motion must state the motion without speaking to it;
 - (ii) the motion must be seconded by another Councillor or member; and
 - (iii) if a motion is not seconded, it lapses.
- (b) The Chairperson may require any motion to be submitted in writing where it is lengthy or unclear or for any other reason. The Chairperson may suspend the meeting while a motion is being written or request that the matter be deferred until later in the meeting.
- (c) If a motion is moved and seconded, the Chairperson must ask if the motion is opposed by any Councillor or member, and:
 - (i) if the motion is not opposed the Chairperson must declare the motion carried; or
 - (ii) if the motion is opposed the Chairperson must invite the members to debate the motion.
- (d) Before a motion or amendment is declared carried (if not opposed) or put to the vote, a Councillor or member may with leave of the Chairperson ask for clarification from the Chairperson or the Councillor or member moving the motion or amendment of:
 - (i) the principal intent; or
 - (ii) some other aspect

of the motion or amendment.

- (e) A table containing the suggested wording of certain motions is contained in Appendix 2.

54. Debating the motion

- (a) When debating a motion:
 - (i) the mover of the motion is invited to speak first;
 - (ii) the seconder of the motion is invited to speak second, however they may reserve the right to speak later in the debate;
 - (iii) the Councillor or member who opposed the motion is invited to speak third; and
 - (iv) any other Councillors or members may speak for or against the motion.
- (b) When inviting other Councillors or members to speak to the motion the Chairperson must ask for speakers for and against the motion in turn, however no Councillor or member may be refused the right to speak because there is no contrary speaker.
- (c) No Councillor or member may speak more than once in debating a motion, except where the mover of the motion has a right of reply.
- (d) Debate must always be relevant to the motion and the Chairperson may:
 - (i) request a speaker to confine debate to the subject motion; or
 - (ii) direct a speaker to cease speaking if he or she continues to debate irrelevant matters. The speaker must then cease speaking.
- (e) Once the debate has been exhausted, the mover of the motion is entitled to exercise a right of reply, but may not raise any new matter.
- (f) Immediately after the mover's right of reply, the Chairperson must put the motion to a vote without further discussion or debate.
- (g) A Councillor or member with leave of the Chairperson may briefly make comment on a motion adopted by the Council or delegated committee for the purposes of informing the gallery and or highlighting the significance of the decision.

55. Moving an Amendment

- (a) Any Councillor or member debating the motion, except the mover and seconder of the motion, may move an amendment to the motion.
- (b) There is no limit on the number of amendments that may be proposed to a motion. However, no amendment may be proposed while another amendment is being proposed or debated.
- (c) An amendment:

- (i) must be relevant to the motion; and
 - (ii) must not have the effect of negating the principal intent of the motion.
- (d) An amendment must be seconded by another Councillor or member. If an amendment is not seconded, it lapses.
- (e) If an amendment is moved and seconded, the Chairperson must invite the Councillors or members to debate the amendment in the same order and manner as a motion under rule 54(a), except that the mover of an amendment does not have a right of reply.
- (f) A Councillor or member speaking to an amendment is not deemed to be speaking to the motion, so speaking to an amendment does not alter a Councillor's or member's right to speak to the principal motion.
- (g) If an amendment is carried then the motion is altered accordingly and becomes the matter before the meeting.

56. Foreshadowing motions or amendments

- (a) At any time during debate, a Councillor or member may foreshadow their intention to move a motion or amendment at a later stage in the meeting. This does not extend any special right to the foreshadowed motion.
- (b) A foreshadowed motion is not required to be recorded in the minutes until or unless it is proposed.

57. Withdrawal of motion or amendment

Before any motion or amendment is put to the vote it may be withdrawn by the mover with leave from the meeting.

58. Separation of motions

Where a motion contains more than one part the Chairperson may decide to put the motion to the vote in separate parts.

Speaking times

59. Speaking times

- (a) Unless a motion for extension of time has been passed, a Councillor or member must not speak longer than the time set out below:
 - (i) the mover of a motion or an amendment: five (5) minutes and any other Councillor or member three (3) minutes; and
 - (ii) the mover of a motion exercising a right of reply: two (2) minutes

60. Extension of speaking time

- (a) An extension of speaking time for any member may be granted by resolution of the meeting.
- (b) A motion to extend speaking time must not be permitted after another Councillor or member has commenced speaking.

- (c) An extension of speaking time:
 - (i) must not exceed three (3) minutes;
 - (ii) may only be granted once for each speaker on a motion or amendment.

Voting

61. Voting process

- (a) All members of the Council or of a delegated committee are entitled to a single vote on each motion and each amendment, except:
 - (i) when the Chairperson is entitled to a second vote under section 61 of the Act.
- (b) When putting a motion or amendment to a vote, the Chairperson will first call for those in favour of the motion and then those opposed to the motion.
- (c) Unless the meeting resolves otherwise, all voting must be by a show of hands.
- (d) If a majority of the Councillors or members in the meeting votes in favour of the motion or amendment the Chairperson must declare the motion or amendment carried.
- (e) As provided in section 61 of the Act, if exactly half the Councillors or members in the meeting vote in favour of a motion or amendment the Chairperson may cast a second vote to determine whether the matter is carried.
- (f) If the motion or amendment is not carried under this rule, the Chairperson must declare the motion or amendment lost.
- (g) Any Councillor or member may request that the way they voted on a motion or amendment be recorded in the minutes.

62. Secret ballot

- (a) As provided in section 61 of the Act, voting in a meeting that is open to the public must not be by secret ballot.

63. Division

- (a) Any Councillor or member may request a division:
 - (i) immediately before a vote is taken under rule 61; or
 - (ii) immediately after a vote is taken under rule 61.
- (b) A division cannot be requested after the next item of business has commenced.
- (c) If a division is requested, the Chairperson must conduct a vote in the manner specified in rule 61(c), and the names of Councillors or

members voting for or against the motion or amendment must be recorded in the minutes.

- (d) If a prior vote has been taken on the motion or amendment, a Councillor or member is not prevented from changing his or her original vote at the division.
- (e) Once a vote has been taken under a division, no further vote may be taken on the relevant motion or amendment in that meeting.

Points of order

64. Raising a point of order

- (a) A Councillor or member may raise a point of order if he or she considers that:
 - (i) the Act or these Governance Rules are not being complied with; or
 - (ii) a Councillor or member should be called to order under rule 43.
- (b) A Councillor or member raising a point of order must:
 - (i) state the point of order; and
 - (ii) state the relevant rule or provision supporting the point of order.
- (c) A Councillor or member raising a point of order is not deemed to be speaking to the motion or amendment before the meeting.
- (d) All other matters before the Council or delegated committee are suspended until the point of order is decided.

65. Chairperson to decide

- (a) The Chairperson must decide all points of order without entering into discussion or debate.
- (b) The Chairperson may adjourn the meeting to consider a point of order or otherwise must rule on it as soon as it is raised.
- (c) The decision of the Chairperson in respect to a point of order is final and conclusive unless the meeting dissents.

66. Dissenting a decision

- (a) A Councillor or member may move a motion of dissent from the Chairperson's decision on a point of order.
- (b) A motion of dissent on a point of order will take precedence over all other business and if carried must be acted on instead of the ruling given by the Chairperson.
- (c) A motion of dissent in relation to a point of order is not a motion of dissent in the Chair. The Chairperson remains in the Chair and may exercise a second vote if exactly half the members vote in favour of the motion of dissent.

Procedural motions**67. Procedural motions generally**

- (a) Subject to sub-rule (b), a procedural motion may be moved at any time and must be dealt with immediately by the Chairperson. A procedural motion may propose:
 - (i) to adjourn a debate;
 - (ii) to set aside a question;
 - (iii) to put the question; or
 - (iv) to adjourn the meeting.
- (b) A procedural motion must not be moved:
 - (i) during the election of the Chairperson; or
 - (ii) while any Councillor or member is speaking.
- (c) A procedural motion cannot be moved:
 - (i) by the Chairperson; or
 - (ii) by a Councillor or member who has moved, seconded or spoken on the motion or amendment to which the procedural motion relates.
- (d) A procedural motion must be seconded.
- (e) The suggested wording of various procedural motions is contained in Appendix 2.

68. Adjourning a matter

- (a) A Councillor or member may move that the matter be adjourned.
- (b) If a motion to adjourn a matter under this rule is passed the motion under consideration and any amendments proposed to that motion are adjourned.
- (c) A motion under sub-rule (a) may specify that the matter be adjourned until a specific meeting or until a specific time or place.
- (d) If a motion under sub-rule (a) does not state when debate will be resumed, it may be included on the agenda for another meeting:
 - (i) if resolved by the Council or delegated committee; or
 - (ii) at the discretion of the Chief Executive Officer.
- (e) A motion under this rule may be debated, but may only be amended in respect to the time and place when debate will be resumed.

69. Setting aside a question

- (a) A Councillor or member may move that the question be NOT put.
- (b) A motion under sub-rule (a) that relates to a motion:
 - (i) if carried, prevents the motion from being dealt with and the meeting proceeds to the next matter; or

- (ii) if lost, allows debate on the motion to continue.
- (c) A motion under sub-rule (a) that relates to an amendment:
 - (i) if carried, prevents the amendment from being dealt with and the meeting proceeds with debate on the motion; or
 - (ii) if lost, allows debate on the amendment to continue.
- (d) A motion under this rule must not be debated.

70. Putting the question

- (a) A Councillor or member may move that the question be now put.
- (b) A motion under sub-rule (a):
 - (i) if carried, requires the motion or amendment that is currently before the meeting to be voted upon immediately; or
 - (ii) if lost, allows debate on the motion or amendment to continue.
- (c) The Chairperson may reject a motion to put the question if the Chairperson considers that the matter is contentious and has not been adequately debated.
- (d) A motion under this rule must not be debated.

71. Adjourning a meeting

- (a) A Councillor or member may move that the meeting be adjourned.
- (b) A motion under sub-rule (a) may specify when the meeting will resume, which may be:
 - (i) at a specific time, date and place;
 - (ii) at the conclusion of another scheduled meeting; or
 - (iii) at a time to be determined by the Chief Executive Officer.
- (c) A motion to adjourn a meeting may be debated, but may only be amended in respect to the time and place when meeting will be resumed.

Part 7: ELECTION PERIOD (CARETAKER) POLICY

72. Election Period (Caretaker) Policy

Council's Election Period (Caretaker) Policy adopted under section 69 of the Act is contained in Appendix 3.

Part 8: COMMUNITY ASSET COMMITTEES

73. Community Asset Committees

A community asset committee established by Council under section 65 of the Act:

- (i) is not required to comply with these Governance Rules unless the committee is exercising delegated authority conferred by the Chief Executive Officer in

which case rule 48 will apply concerning the disclosure of a conflict of interest, and a reference to "Councillor" in rule 48 is to be construed as a reference to a member of the community asset committee;

- (ii) is however required to keep meeting minutes which must be submitted to the Chief Executive Officer following confirmation of the minutes at the next meeting; and
- (iii) must act in accordance with its Charter, Instrument of Delegation and any Terms of Reference adopted by Council or the Chief Executive Officer.

Part 9: ELECTRONIC MEETINGS

74. Determine to hold an electronic meetings

- 1) Council may determine by resolution, the proposed and preferred format style of meetings (in-person, electronic, or hybrid).
- 2) Council may determine certain meetings that must be held solely as face-to-face (in-person) meetings. Council must determine, by resolution, if a meeting is to be held solely in person, prior to public notice being given of the meeting.
- 3) An agenda must include the proposed format, where determined to be electronic or hybrid.
- 4) If Council determines that a meeting is to be conducted electronically, the Mayor (or Chair) may, with consent of the meeting, modify the application of any of these Governance Rules to facilitate the most efficient and effective transaction of the business of the meeting.

74.75. Conduct of electronic meetings

For all Council meetings:

- 1) Councillors and members of Delegated Committees who wish to attend a meeting via electronic means must submit a written request to the Mayor (or Chair) by 5pm on the day of the meeting **except when attending electronic only meetings.**
- 2) The Mayor (or Chair), must grant any reasonable request from a Councillor or member to attend a meeting by electronic means, except for attendance at those resolved to be in-person.
- 3) At the commencement of each meeting, the Mayor (or Chair), will advise the meeting of any Councillors or members that have been granted approval to attend the meeting by electronic means.
- 4) It will remain the responsibility of the Councillor or member attending electronically to ensure that they have the required access and environment suitable for electronic communications. This includes ensuring that they are in a private and secure place when attending a closed meeting.
- 5) A Councillor or member that has applied to attend electronically can only be recorded as present where the member can confirm that:
 - a. They can hear proceedings
 - b. They can see other members in attendance and can be seen by other members; and
 - c. They can be heard (to speak).

- 6) If a Councillor or member is unable to meet the conditions in accordance with Rule 5(a)-(c) they will be recorded as absent.
- 7) Where a Councillor or member loses connection when they are attending a meeting electronically they will be recorded as having left the meeting for the purpose of continuing the meeting. If they rejoin the meeting their attendance will be noted.
- 8) If a Councillor or member that loses connection is the Mayor or Chair, then the Deputy Mayor (or alternative Councillor) will become the temporary chair until the Mayor or Chair is able to reconnect, at which time they will resume the Chair.
- 9) The Mayor, or Chair, or temporary chair, may adjourn the meeting at any time, in accordance with Rule 45, if a lost connection is preventing the meeting from conducting its business.
- 4)10) A Councillor or member attending a meeting by electronic means of communication with the approval of the Mayor (or Chair) is deemed present for the purposes of a quorum.

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APPENDIX 1



Record of Meeting involving Councillors and Council staff

This template will be used to comply with Council's Governance Rules.

Date of Meeting:/...../20..... Time:

Location of Meeting:

Responsible Officer completing this form:

Councillors present (circle all Councillors in attendance)

Cr NAME	Cr NAME	Cr NAME
Cr NAME	Cr NAME	Cr NAME
Cr NAME	Cr NAME	Cr NAME

Officers present (list all Council staff attending the meeting)

Name	Title
NAME	CEO
NAME	Director Assets and Operations
NAME	Director Corporate and Community Services
NAME	Director Planning and Environment
NAME	Coordinator Governance

Other persons present

Name	Title
NAME	
NAME	
NAME	

Matters considered at the meeting

1.		7.	
2.		8.	
3.		9.	
4.		10.	
5.		11.	
6.		12.	

Disclosure of Conflicts of Interest

Name of Councillor/Officer:	
Nature of Interest: (Provide full details of interest as disclosed by Councillor/Officer)	
Did the Councillor/Officer leave the meeting: Yes / No	
Time departed:	Time returned:

Name of Councillor/Officer:	
Nature of Interest: (Provide full details of interest as disclosed by Councillor/Officer)	
Did the Councillor/Officer leave the meeting: Yes / No	
Time departed:	Time returned:

Name of Councillor/Officer:	
Nature of Interest: (Provide full details of interest as disclosed by Councillor/Officer)	
Did the Councillor/Officer leave the meeting: Yes / No	
Time departed:	Time returned:

Name of Councillor/Officer:	
Nature of Interest: (Provide full details of interest as disclosed by Councillor/Officer)	
Did the Councillor/Officer leave the meeting: Yes / No	
Time departed:	Time returned:

If further space is required for recording of declarations, please use another form and attach.

Office Use

1. This form must be completed by the Responsible Officer at any meeting, other than a meeting of Council or a delegated committee, as specified in Rule 31 of the Governance Rules.
2. This form once completed must be forwarded to the Governance Coordinator within 2 days of the Meeting.

APPENDIX 2


Motion	Form	Mover/ Seconder	When prohibited	Effect if Carried	Effect if Lost	Debate Permitted
Deferral of a matter (to a future meeting) (Rules 67, 68)	'That the debate on this matter be deferred until (insert meeting/date) to allow (purpose of deferral) ...'	Any Councillor who has not moved or seconded the original motion or otherwise spoken to the original motion	(a) During the election of the Mayor/Deputy Mayor; (b) During the election of a <i>Chairperson</i> ; or (c) When another Councillor is speaking	Consideration/debate on the motion and/or amendment is postponed to the stated date and the item is re-listed for consideration at the resolved future meeting, where a fresh motion may be put and debated	Debate continues unaffected	Yes
Closure (of debate) (Rules 67, 70)	'That the motion now be put'	Any Councillor who has not moved or seconded the original motion or spoken for/against the original motion	During nominations for a <i>Chairperson</i>	Motion or amendment is put to the vote immediately without further debate, subject to any Councillor exercising his or her right to ask any question concerning or arising out of the motion	Debate continues unaffected	No
Laying a motion on the table (pausing debate)	'That the motion be laid on the table'	A Councillor who has not spoken for/against the motion	During the election of the Mayor/Deputy Mayor	Motion not further discussed or voted on until Council resolves to take the question from the table at the same meeting	Debate continues unaffected	No
Take a motion from the table (resume debate on a matter)	'That the motion in relation to xx be taken from the table'	Any Councillor	When no motion is on the table	Debate of the item resumes	Debate of the item remains paused	No
Alter the order of business (Rule 27)	'That the item listed at xx on the agenda be considered before/after the item listed as xy'	Any Councillor	(a) At a Meeting to elect the Mayor; or (b) During any debate	Alters the order of business for the meeting	Items are considered in the order as listed in the <i>Agenda</i>	No

Motion	Form	Mover/ Second	When prohibited	Effect if Carried	Effect if Lost	Debate Permitted
Suspension of Standing Orders (Rule 38)	'That Standing Orders be suspended to ...' (reason must be provided)	Any Councillor		The rules of the meeting are temporarily suspended for the specific reason given in the motion No debate or decision on any matter, other than a decision to resume Standing Orders, is permitted	The meeting continues unaffected	No
Resumption of Standing Orders (Rule 39)	'That Standing Orders be resumed'	Any Councillor	When Standing Orders have not been suspended	The temporary suspension of the rules of the meeting is removed	The meeting cannot continue	No
Consideration of confidential matter(s) (Close the meeting to members of the public)	That, in accordance with section 66(2)(a) of the <i>Local Government Act 2020</i> the meeting be closed to members of the public for the consideration of item xx is <i>confidential as it relates to [insert reason]</i>	Any Councillor	During the election of the Mayor/Deputy Mayor	The meeting is closed to members of the public	The meeting continues to be open to the public	Yes
Reopen the meeting	'That the meeting be reopened to members of the public'	Any Councillor		The Meeting is reopened to the public	The meeting remains closed to the public	No

Appendix 3



POLICY PROCEDURE

Policy Title:	Election Period (Caretaker) Policy
Date of Adoption:	26 August 2020
Adoption Method:	<input checked="" type="checkbox"/> Council <input type="checkbox"/> CEO <input type="checkbox"/> Other (<i>please specify</i>)
CEO Signature:	 <div style="float: right;">Date: 28 August 2020</div>
Responsible Officer and Unit:	Coordinator Governance
Nominated Review Period:	<input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other: 12 months prior to each General Election
Last Review Date:	25 September 2019 ¹²
Next Review Date:	To be completed by 23 September 2023. (At least once in each Council term and, no later than 12 months prior to the commencement of an election period)
Purpose / Objective:	To ensure that the ordinary business of Council continues throughout the election period in a responsible and transparent manner, and in accordance with statutory requirements and established 'caretaker conventions'.
Background / Reasons for Policy:	<p>Section 69 of the <i>Local Government Act 2020 (Vic)</i> (The Act) requires Council to include an election period policy in its Governance Rules. The Act stipulates that: the policy prohibit certain decisions during the election period (ss.69(2) and (3); that certain decisions if made in the election period will be invalid (69(4)) and that any person who suffers loss or damage as a result of acting in good faith on an invalid Council decision is entitled to compensation (69(5)).</p> <p>These statutory requirements are minimum governance standards only and this policy, to be read in conjunction with the Councillor Code of Conduct, further defines the expectations on Council, Councillors and Council staff during the period prior to the conduct of Council elections.</p>
Related Policies:	Councillor Code of Conduct Staff Code of Conduct Councillor Support and Expenses Policy Community Consultation Framework Media Policy Social Media Policy Social Media Guidelines
Related Legislation:	<i>Local Government Act 1989 (Vic)</i> <i>Local Government Act 2020 (Vic)</i> (the Act) Local Law 10 – General Purposes and Amenities Local Law Local Law 11 – Meeting Procedure Local Law

¹ Minor amendment made 7 November 2019 and approved by CEO to correct date of commencement of election period

² Amendments made June 2020 and approved by CEO to replace repealed provisions and terminology from the *Local Government Act 1989* and incorporate new provisions of *Local Government Act 2020*

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Introduction

The election period starts at the time that nominations close on nomination day; and ends at 6pm on election day.

The election period for the upcoming elections will therefore apply from 12pm (noon) on the day nominations close, Tuesday 22 September 2020, until 6pm on election day, Saturday 24 October 2020, inclusive.

1. Definitions

Term	Definition
Caretaker conventions	Arrangements implemented in the period prior to an election that aim to ensure Council actions do not interfere with the integrity of the election process and aim to protect the authority of the incoming Council.
Election manager	The Victorian Electoral Commission (VEC) or a person appointed in writing by the VEC.
Election period:	The period that starts at the time that nominations close on nomination day and ends at 6pm on election day. This period is commonly referred to as the caretaker period.
Electoral material	An advertisement, handbill, pamphlet or notice that contains electoral matter, but does not include an advertisement in a newspaper that is only announcing the holding of a meeting.
Electoral matter:	<p>Matter which is intended or likely to affect voting in an election but does not include any electoral material produced by or on behalf of the election manager for the purposes of conducting an election.</p> <p>Without limiting the generality of the definition, electoral matter is to be taken to be matter intended or likely to affect voting in an election if it contains an express or implicit reference to, or comment on –</p> <ul style="list-style-type: none"> a) The election; or b) A candidate in the election; or c) An issue submitted to, or otherwise before, the voters in connection with the election.
Events and functions:	Gatherings of internal and external stakeholders to discuss, review, acknowledge, communicate, celebrate or promote a program, strategy or issue which is of relevance to Council and its community and may take the form of conferences, workshops, forums, launches, promotional activities and social occasions such as dinners, receptions and balls.
Prohibited decision	<p>Any Council decision during the election period for a general election that—</p> <ul style="list-style-type: none"> (a) relates to the appointment or remuneration of the Chief Executive Officer but not to the appointment or remuneration of an Acting Chief Executive Officer; or (b) commits the Council to expenditure exceeding one per cent of the Council's income from general rates, municipal charges and service rates and charges in the preceding financial year [<i>estimated at \$509,000 as at June 2020</i>]; or (c) the Council considers could be reasonably deferred until the next Council is in place; or (d) the Council considers should not be made during an election period; and

	Any Council decision during the election period for a general election or a by-election that would enable the use of Council's resources in a way that is intended to influence, or is likely to influence, voting at the election.
Publish:	Any means, including by publication on the internet.

2. Scope

This policy applies during an election period to cover:

- decisions that are made by Council, a committee having Council delegated power, or person acting under delegation by Council
- any material that is published by Council or on Council's behalf
- public consultation activities
- scheduling, attendance and participation in functions and events
- the use of Council resources
- access to Council information
- media services issues (including media advice, media releases / spokespersons) and publicity campaigns.

Any such decisions or actions, if allowed at all, must only be made or taken subject to the following principles.

3. Policy principles

This policy must be complied with during an election period, or such longer period as resolved by Council, if any of the following apply:

- a prohibited decision is being considered
- written material which has reference in it to a candidate (which includes sitting Councillors) or the election or an issue before the voters in connection with the election) is about to be published
- a Council publication is being created
- a public consultation process is being considered
- a sitting Councillor is planning to attend a function or event
- Council staff supply administrative or resource support to Councillors
- a Councillor requests access to Council information
- a sitting Councillor requests media advice or services.

4. Decisions during the election period

Council, a committee acting under delegation given by Council, or a person acting under delegation given by the Council or the Chief Executive Officer, must not make a prohibited decision during the election period for a general election.

4.1 Prohibited decisions during election period

Section 69(2) of the Act requires that the election period policy prohibits Council making certain decisions during the election period for a general election. These are defined in clause 1 of this policy and are outlined further below in clauses 4.1.1 to 4.1.4.

Additionally, section 69(3) of the Act requires that the policy prohibit any Council decision during the election period for a general election or a by-election that would enable the use of Council's resources in a way that is intended to influence, or is likely to influence, voting at the election.

These matters are considered below in clauses 5-10 of this policy.

4.1.1 Decisions regarding appointment and remuneration of the Chief Executive Officer

Decisions that relate to the appointment or remuneration of the Chief Executive Officer will not be made during the election period for a general election.

4.1.2 Decisions regarding Council expenditure

Decisions that commit the Council to expenditure exceeding one per cent of the Council's income from general rates, municipal charges and service rates and charges in the preceding financial year will not be made during the election period for a general election. [As at 19 June 2020, this figure was \$509,000]

4.1.3 Decisions that could be reasonably deferred until the next Council is in place

Decisions that could reasonably be deferred until the next Council is in place will be scheduled for determination by the incoming Council. In determining whether a decision could be reasonably deferred, consideration will be given to whether the matter under consideration is urgent and cannot be deferred without having a negative impact on the Council, the municipality or the local community.

4.1.4 Decisions that should not be made during the election period

The following is a non-exhaustive list of decisions (whether made by Council, a delegated committee of Council or a staff member with delegated authority) that Council considers should not be made during the election period:

- allocation of community grants or other direct funding to community organisations
- allocation of discretionary funding
- major planning scheme amendments
- sale or discontinuance of roads
- sale or exchange of land
- leasing of land
- changes to strategic objectives and strategies in the Council Plan.

4.2 Scheduling of Decisions

Unless 'extraordinary circumstances' apply the CEO will ensure that the types of decisions outlined in 4.1.3 and 4.1.4 are either:

- considered by Council prior to the election period, or
- scheduled for determination by the incoming Council.

4.3 Decisions by the CEO

In the case of a decision referred to the CEO for approval during the election period, in deciding whether to give approval, the CEO will have regard to a number of factors including:

- the urgency of the issue (that is, can it wait until after the election)
- the possibility of financial repercussions if it is deferred
- whether the decision is likely to be controversial
- the best interests of Council.

4.4 Announcement of decisions made prior to the election period

This policy applies only to the actual making of decisions, not the announcement of decisions which have been made prior to the election period. However, as far as practicable such announcements should be made before the election period begins.

4.5 Conduct of Council Meetings

The following adjustments will be made to the conduct of Council Meetings during the election period:

- public question time will be suspended.
- councillors will limit their discussion during debate to the topic under consideration and will avoid raising electoral matter where possible.
- councillors will not raise items that contain or relate to electoral matter.
- no officer report shall be presented to Council during the election period unless it contains an express statement by the CEO that a decision on the matter would not constitute a prohibited decision.

5. Council publications

5.1 Prohibition on publishing materials during the election period

It is prohibited under section 304(2) of the Act for a Councillor or a member of Council staff to use Council resources to intentionally or recklessly print, publish or distribute, or cause, permit or authorise to be printed, published or distributed any electoral material during the election period on behalf of, the Council, unless the electoral material only contains information about the election process or is otherwise required in accordance with, or under, any Act or regulation.

Councillors are, however, able to publish campaign material on their own behalf and at their own cost, but must assume responsibility for compliance with the relevant sections of the Act and cannot purport for that material to be originating from, or authorised by Council (i.e. by use of Council logos).

The word 'publication' should be read broadly to include printed material, electronic information and web-based productions.

5.1.1 Publication approval process

The CEO will ensure that information is provided to Councillors, staff and contractors prior to the election period to preclude unauthorised publication of materials during an election period.

All advertisements, handbills, pamphlets or notices for printing, publication (including updates to Council's websites) or distribution during the election period will be approved by the CEO using the *Request for approval of publication* form (Attachment 1) during the election period and the process for approval will be as follows:

- publication authors are to check that no electoral matter is included when preparing a publication and submit the completed publication to the Coordinator Governance for review
- the Coordinator Governance is to confirm that no electoral matter is included, and return the publication to the author (if electoral matter is present) or submit it to the CEO for approval (if it complies with the requirements of the Act).
- the CEO is to approve or reject the publication and return it to the Coordinator Governance
- the Coordinator Governance is to maintain a register of all documents approved under this section.

5.2 Considerations of CEO in granting publication approval

Except as described more specifically elsewhere in this policy, in considering whether to grant approval for the publication of material during the election period, the CEO will not permit any materials to be published which include reference to the following:

- a candidate in the election
- a current Councillor
- the strengths or weaknesses of a candidate
- response to claims made by a candidate
- advocacy for, or criticism of, the policies of Council or of a candidate

- publicity for the achievements of the elected Council
- an issue before the voters in connection with the election.

5.3 Council websites

During the election period Council websites will not contain material precluded by this policy under clause 5.2. Any references to the election will only relate to the election process. Information about Councillors will be restricted to names and contact details.

5.4 Social media

For the duration of the election period, administrator access to Council's social media channels will be restricted to the Communications Unit to ensure the risk of publishing material in breach of the policy is minimised. The CEO will determine any other processes and resourcing necessary to moderate social media in accordance with this policy.

5.5 Email usage

The CEO will ensure that information is provided to Councillors, staff and contractors prior to the election period to preclude unauthorised publication of materials via the Council email system during an election period. Such information will include support in recognition of material that may be defined as 'electoral material', such as described in clause 5.2, and instruction to ensure that material that may be considered pertinent to the election is not circulated more widely than normal without authorisation.

5.6 Annual Report

Should the publication date of the Annual Report occur during the election period, information about Councillors will be restricted to what is required by *the Local Government (Planning and Reporting) Regulations 2014* and membership of special committees and other bodies to which they have been appointed by Council.

5.7 Council publications

Any Council publication which is potentially affected by this policy will be reviewed by the Coordinator Governance, Manager Communications or the CEO to ensure that any circulated, displayed or otherwise publicly available material during the election period does not contain content that may be construed as 'electoral matter'.

5.8 Council noticeboards and buildings

During the election period Council noticeboards and buildings will only be used for display of material that only contains information about the election process itself or information that would not reasonably be determined to be 'electoral material'.

6. Consultations

Public consultation of a limited kind normally associated with the routine administration of planning, building, traffic, or other matters will continue through the election period. However, significant community or ward-wide consultation on major strategy or policy issues will not occur, or if already commenced should be discontinued during the election period.

Public consultations required by Section 223 of the *Local Government Act 1989* or by the *Planning and Environment Act 1987* may need to occur during the election period.

7. Events and functions

Councillors are able to continue to attend meetings, events and functions during the election period which are relevant to the Council and the community.

Council's annual program of events will continue during the election period however speeches will be limited to a short welcome, and should not contain any express or implied reference to the election. Any publicity will be mindful of the controls on electoral material outlined in these guidelines.

Councillors are able to attend events or functions conducted by external bodies during the election period, however when attending as a representative of Council, Councillors must be mindful that they do not use that opportunity to promote their election campaign.

8. Council resources

Council will ensure that due propriety is observed in the use of all Council resources, and Council staff are required to exercise appropriate discretion in that regard. Council staff should avoid assisting Councillors in ways that could create a perception that they are being used for electoral purposes.

Staff, including support staff for the Mayor and Councillors, must not be asked to undertake any tasks connected directly or indirectly with an election campaign.

In any circumstances where the use of Council resources might be construed as being related to a candidate's election campaign, advice will be sought from the Coordinator Governance or the CEO.

8.1 Council resources

Council resources, including officers, support staff, hospitality services, equipment (including mobile telephones, computers and any other technology), email addresses, and stationery should be used exclusively for normal Council business during the election period, and should not be used in connection with an election.

8.2 Correspondence

Councillors will sign only the necessary minimum, if any, correspondence during the election period. Consistent with current standard practice, correspondence addressed to Councillors that relates to operational matters will be referred to the relevant Director for response.

Correspondence in respect to significant, sensitive or controversial matters, or to policy matters, should be signed by the CEO. Replies will be prepared in all cases to protect Council staff from any perception of political bias.

8.3 Expenses incurred by Councillors

Payment or reimbursement of costs relating to Councillors' out-of-pocket expenses incurred during the election period should only apply to necessary costs that have been incurred in the performance of normal Council duties, not campaigning, and not for expenses that could be perceived as supporting or being connected with a candidate's election campaign. In the case of Councillor claims that cover a combination of Council and electoral business, the CEO will only approve a partial reimbursement to cover Council activities.

8.4 Council branding and stationery

Council logos, letterheads, or other Council branding must not be used for, or linked in any way, to a candidate's election campaign.

8.5 Photographs and images

Photographs and images taken by or provided by Council are not to be used by Councillors for the purpose of electioneering or in support of their election campaign.

This applies equally to images on the Council website that may be able to be copied.

8.7 Forums

No local community forums, ward meetings or any other forums where matters affecting Council services, major projects, planning matters and issues with Shire-wide impacts will be held by Councillors during the election period.

9. Access to Council information

All candidates have equal rights to access public information relevant to their election campaign from the Council administration. Neither Councillors nor candidates will be provided information or advice from Council staff that might be perceived to support and advise them during the election period.

9.1 Information and briefing material

Information and briefing material prepared or secured by staff for a Councillor during the election period must be necessary to the carrying out of the Councillor's role and must not be related to election issues or to issues that might be perceived to be of an electoral nature.

9.2 Information requests from Councillors and candidates

The Coordinator Governance will maintain an Information Request Register during the election period. This Register is a public document and will record all requests for information by Councillors or candidates, and the response given to those requests. Staff will be required to provide details of requests and responses to the Coordinator Governance for inclusion in the register.

Any enquiries by staff regarding information requests or briefing material perceived to be of an electoral nature or related to election issues will be referred by staff in the first instance to the Coordinator Governance for a determination. The *Submission to information request register form* (Attachment 2) is to be completed for this purpose.

10. Media and media services

Council's media services are intended to promote Council activities or initiatives and must not be used in any way that might favour a candidate.

10.1 Media advice

Any requests for media advice or assistance from Councillors during the election period will be channelled through the CEO or the Manager Communications. No media advice or assistance will be provided in relation to election issues or in regard to publicity that involves specific Councillors.

10.2 Media releases/spokespersons

Media releases will not refer to specific Councillors. Where it is necessary to identify a spokesperson in relation to an issue the CEO or the Manager Communications will determine the appropriate person.

10.3 Publicity campaigns

During the election period, publicity campaigns, other than for the purpose of conducting the election will be avoided wherever possible. Where a publicity campaign is deemed necessary for a Council activity, it must be approved by the CEO or Manager Communications. Council publicity during the election period will be restricted to communicating normal Council activities and initiatives.

10.4 Councillors

Councillors will not use their position as an elected representative or their access to Council staff and other Council resources to gain media attention in support of an election campaign.

10.5 Council staff

During the election period no Council staff members may make any public statement that relates to an election issue unless statements have been approved by the CEO or Manager Communications.

11. Equity in assistance to candidates

All candidates for the Council election will be treated equally.

11.1 Candidate assistance and advice

Any assistance and advice to be provided to candidates as part of the conduct of the Council election will be provided equally to all candidates. The types of assistance that are available will be documented and communicated to all candidates in advance.

11.2 Election process enquiries

All election process related enquiries from candidates, whether sitting Councillors or not, will be directed to the Election Manager or, where the matter is outside the responsibilities of the Election Manager, to the Coordinator Governance.

11.3 Misuse of position

Using Council resources for campaigning may be a criminal misuse of a Councillor's position under Section 76D of the *Local Government Act 1989*³. Serious penalties are prescribed for any Councillor who inappropriately makes use of their position or information obtained in the role of Councillor, to gain an advantage for themselves or for any other person.

12. Council staff member standing for election

In accordance with section 34(2)(d) of the Act, a person is not qualified to be a Councillor if they are a member of Council staff of the Council. However, staff members are not prevented from nominating as a candidate (s.256(8)).

In the event that a member of Council's staff stands for election as a Councillor for the Macedon Ranges Shire, they are required to:

- take leave from their position to stand for election to the office of Councillor for the duration of the election period (with leave commencing, at the latest, from the time of nominating as a candidate);
- not perform any duties of their position for the duration of the election period; and
- if elected, resign from their position before taking the oath or affirmation of office.

13. Election signage

The content of election signage must meet the requirements for electoral material under section 291 of the Act. Council provides guidance in relation to the rules which apply to signage that promotes candidates in an election, or relates to election issues.

13.1 Election signs on private land

Election signs are allowed to be displayed on private land without a permit with permission from the owner of the land, subject to the following restrictions which are set out in clause 52.05-10 of the Macedon Ranges Planning Scheme:

- the advertisement area of the sign must not exceed 5 square metres
- only one sign may be displayed on the land
- the sign must not be animated or internally illuminated, and it must not be displayed longer than 14 days after the event is held or 3 months without a permit. (whichever is sooner).

13.2 Election signs on public land and roads

The placement of election signs on land that is owned or managed by Council (including recreation reserves, halls, facilities, nature strips, median strips, and road reserves) is prohibited. The erection of such signs will be dealt with as a breach of the Council's General Purposes and Amenities Local Law No.10.

³ This provision of the *Local Government Act 1989* remains in force until it is repealed on 24 October 2020.

In relation to roads and road infrastructure, penalties may also apply under section 66 of the *Road Management Act 2004*, which outlines the controls on advertising, signs and bills on roads and road infrastructure.

13.3 Election signs on vehicles and trailers

Portable or moveable election signs that are attached to a vehicle, trailer or similar may only be displayed if a permit is granted in accordance with Council's General Purposes and Amenity Law Local Law No. 10 and provided that:

- the sign does not unreasonably restrict the use of the road, or endanger the safety of members of the public
- the relevant parking restrictions and requirements are observed.

14. Notification and distribution of policy

A copy of this policy will:

- be given to each Councillor as soon as possible after it is adopted
- be available for inspection by the public at the Council Customer Service Centres
- be published on Council's website.

Additionally, as soon as possible and no later than 30 days prior to the commencement of the election period, the CEO will ensure that all staff are informed of the requirements of this policy.

15. Suspension of matters during election period

In accordance with the Act⁴, any applications made, or proceedings before a Councillor Conduct Panel or the Victorian Civil and Administrative Tribunal regarding the misconduct or serious misconduct of a person who is a Councillor, must be suspended during the election period.

If an application is made to a Councillor Conduct Panel for a finding of serious misconduct against a person who is a Councillor before a general election, and that person is not returned to the office of Councillor as a result of the general election, the application made against that person who was a Councillor before the election lapses.

If an application is made to a Councillor Conduct Panel for a finding of serious misconduct against a person who is a Councillor before a general election, and that person is returned to the office of Councillor as a result of the general election, the application made against the Councillor may resume, whether or not any applicant was returned to the office of Councillor as a result of the general election.

16. Monitoring, enforcement and amendment

The implementation of this policy shall be overseen by the Coordinator Governance.

Breaches of the policy shall be brought to the attention of the CEO without delay. Breaches of the policy sufficient to constitute a breach of the Act shall be referred to the Local Government Inspectorate.

The CEO has the discretion to introduce additional provisions to this policy where they believe the new provisions are necessary to support the achievement of its stated policy objectives.

Any changes made by the CEO will be reflected in an update to this policy and published on Council's website and a notification of this change will be sent to all Councillors and candidates.

⁴ This clause is to be read in accordance with section 81N of the *Local Government Act 1989* until the repeal of this provision on 24 October 2020; thereafter it is to be read in accordance with section 173 of the *Local Government Act 2020*.

Attachment 1

Request for approval of publication during the election period

1 Author to complete

Document description (<i>attach document</i>):	
Intended distribution channel:	

I declare that this material contained in the attached document has been checked by me and to the best of my knowledge does not contain any electoral matter.

Name and title:	
Signature:	
Date:	

2 Coordinator Governance (or delegate) to complete

- ☐ I have reviewed the material contained in the attached document and have returned the document to the author as I am of the view it contains electoral matter.
- ☐ I have reviewed the material contained in the attached document and can advise that to the best of my knowledge it does not contain any electoral matter.

Name and title:	
Signature:	
Date:	

3 CEO to complete

- ☐ I have reviewed the material contained in the attached document and do not approve that it be printed, published or distributed during the election period on behalf of Macedon Ranges Shire Council.
- ☐ I approve that the attached advertisement, handbill, pamphlet or notice may be printed, published or distributed during the election period on behalf of Macedon Ranges Shire Council.

Name and title:	
Signature:	Chief Executive Officer
Date:	

Attachment 2



Submission to information request register form

1 Council officer to complete

Name of Councillor or candidate making the request:	
Date of request:	
Information requested (<i>attach documents if required</i>):	
Was information provided? Yes <input type="checkbox"/> No (if no, go to 2) <input type="checkbox"/>	
Date information provided:	
Information provided (<i>attach documents if required</i>):	

2 Submit to Coordinator Governance (or delegate) within 24 hours

3 Coordinator Governance (or delegate) to place on register



Quarterly Report

1 April to 30 June 2022



The Quarterly Report is presented for Council's consideration and information.

The Quarterly Report presents summary financial statements and a series of other progress reports on matters that will inform both Council and the Community on the organisational and governance performance of Council in the preceding three months.

The Quarterly Report comprises the following sections.

SECTION 1 - Financial Statements

SECTION 2 - Capital Works Progress Report

SECTION 3 - Council Plan Actions - Progress Report

SECTION 4 - Customer Service

SECTION 5 - People Risk & Wellbeing Report

SECTION 6 - Implementation of Council Resolutions

SECTION 7 - Governance Schedule

SECTION 8 - Councillor Expenditure

SECTION 9 - Councillor Activities in the Community



SECTION 1

Financial Statements

Included in this section are the following financial statements:

<i>Summary of Financial Results</i>	<i>Commentary on budget variances for operational revenue and expenditure and capital revenue and expenditure</i>
<i>Income Statement</i>	<i>Summary of year to date financial performance against budget</i>
<i>Balance Sheet</i>	<i>Balance of assets, liabilities and equity as at the reporting date</i>
<i>Capital Works Statement</i>	<i>Summary of year to date capital expenditure by asset type</i>
<i>Financial Reserves</i>	<i>Summary of balances and movement in Council reserves</i>
<i>Investments</i>	<i>Summary of investments by institution with rate and maturity date</i>

Summary of Financial Results

12 months ended 30 June 2022

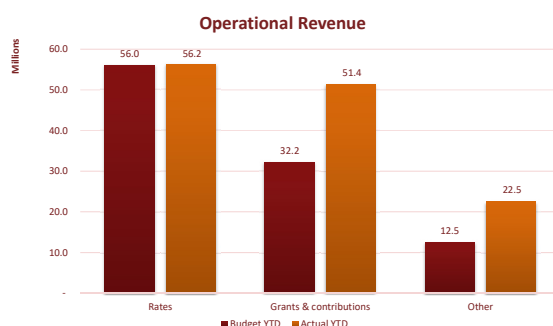
The Income Statement reports an operating surplus of \$32.4m for the twelve months of the financial year ending 30 June 2022.

The operating surplus for the 12 months ending 30 June 2022 is \$8.4m favourable to budget. This is due to Grants and Contributions income being \$19.1m above budget and other income being \$10m above budget due to storm recovery income. This additional income is offset by the increased expenditure of \$24.4m from within materials and services. The higher expenditure relates to contractors undertaking storm recovery work as a result of the June 2021 storm event. Capital expenditure totalled \$24.8m for the twelve month period which was \$32m under budget.

Despite the unbudgeted expenditure relating to the June storm event Council remains in a strong financial position for the financial year to 30 June 2022. Council will continue to submit claims seeking reimbursement for eligible costs incurred from the storm event. There will be a cost to Council, this will not be finalised until all claims have been assessed and processed.

The cash balance of \$44.3 m has increased by \$11.3 m, this is due to the value of carry forward Capital Works projects carried forward into the 2022/23 financial year.

Below is a summary of the income and capital works statements compared to budget. Please see the financial statements on the following pages for further information on Council's financial performance.

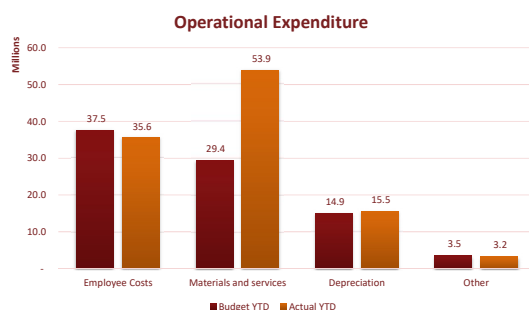


Key budget variances:

Rates and charges: Actual income of \$56.2m is slightly above budget for the twelve months to 30 June 2022.

Grants & Contributions: Income is \$19.1m favourable to budget for the twelve months to June 2022. \$5m has been received for June 2021 storm recovery costs, Federal Government grants of \$6.2million were received for the 2022/23 year.

Other: Income from June 2021 storm clean-up (offset by contractor costs) along with planning and Engineering fees higher than anticipated.



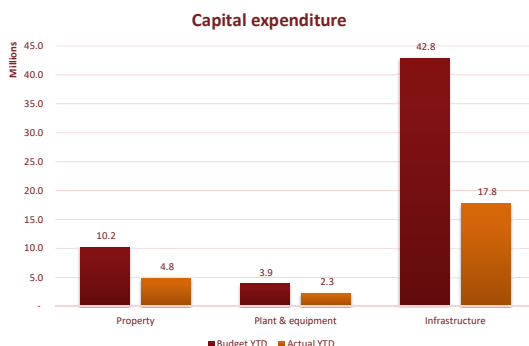
Key budget variances:

Employee costs: Expenditure of \$35.6m is less than budget for the twelve months to 30 June 2022 due to vacant positions throughout the organisation. This saving is offset by an overspend on contractors which is included in Materials and services.

Materials and services: Expenditure of \$53.9m is unfavourable to budget for the twelve months to 30 June 2022 due mainly to the June storm event (\$15.2m). These costs are in the process of being reimbursed by the Victorian State Government.

Depreciation: Depreciation of \$15.5m is over budget by \$0.6m.

Other: Other expenditure of \$3.2m is slightly favourable to budget for the twelve months to 30 June 2022.



Key budget variances:

Property: Expenditure of \$4.8m is under budget of \$10m as works are being delayed due to Covid-19 and the availability of contractors and materials.

Plant and equipment: Plant purchases of \$2.3m is lower than budget of \$3.9m due to the lack of availability of new replacement plant as a result of Covid-19.

Infrastructure: Expenditure of \$17.8m is below the budget of \$43.1m, as works are being delayed due to Covid-19 and the availability of contractors and materials.

INCOME STATEMENT

12 months ended 30 June 2022

	2021/22 June YTD Adjusted Budget* \$'000	2021/22 June YTD Actuals \$'000	2021/22 June YTD Variance \$'000
Income			
Rates and charges	56,030	56,178	148
Statutory fees and fines	4,785	5,252	467
User fees	6,177	5,484	(693)
Grants - operating	14,400	26,433	12,033
Grants - capital	17,211	24,715	7,504
Contributions - monetary	623	249	(374)
Other income	1,551	11,779	10,228
Total income	100,777	130,090	29,313
Expenses			
Employee costs	37,502	35,568	1,934
Materials and services	29,441	53,881	(24,440)
Depreciation and amortisation	14,917	15,511	(594)
Borrowing costs	222	222	-
Other expenses	3,315	2,999	316
Total expenses	85,397	108,181	(22,784)
Surplus/(deficit) Ex other adjustments	15,380	21,909	6,529
Other adjustments			
Contributions - non monetary	7,920	10,300	2,380
Fair value adjustments for investment property	-	64	64
Share of net profits/(losses) of Regional Library	-	-	-
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	700	33	(667)
(Increase)/decrease in provision for landfill liability	-	128	128
Total surplus/(deficit)	24,000	32,434	8,434

The Income Statement includes all sources of Council revenue and expenditure incurred in its day-to-day operations. It should be noted that expenditure listed in the Income Statement does not include the cost of asset purchases or sales, loan repayments, capital works expenditure or reserve funds. It does however, include depreciation as an expense.

Overall the operating surplus of \$32.4m is \$8.4m favourable to budget. Due to mid year review update there is less of a variance to last quarter. The financial summary provides an explanation of key variances to budget.

* This column represents the adjusted budget which is the adopted budget adjusted for mid year review.

BALANCE SHEET

As at 30 June 2022

	2021/22 June Adjusted Budget* \$'000	2021/22 June Actuals \$'000	2021/22 June Variance \$'000
Current assets			
Cash and cash equivalents	33,051	44,384	11,333
Trade and other receivables	7,621	13,592	5,971
Other financial assets	-	1,000	1,000
Right of use assets	357	357	-
Other assets	488	698	210
Total current assets	41,517	60,031	18,514
Non-current assets			
Other financial assets	21	21	-
Investment in Regional Library	1,353	1,353	-
Property, infrastructure, plant and equipment	1,182,675	1,278,645	95,970
Right of use assets	226	226	-
Investment property	2,566	2,630	64
Intangible assets	445	546	101
Total non-current assets	1,187,286	1,283,421	96,135
Total assets	1,228,803	1,343,452	114,649
Current liabilities			
Trade and other payables	13,130	8,373	4,757
Trust funds and deposits	5,410	5,955	(545)
Provisions	7,326	6,961	365
Interest-bearing loans and borrowings	478	208	270
Total current liabilities	26,344	21,497	4,847
Non-current liabilities			
Provisions	4,677	4,804	(127)
Interest-bearing loans and borrowings	8,640	3,308	5,332
Total non-current liabilities	13,317	8,112	5,205
Total liabilities	39,661	29,609	10,052
Net assets	1,189,142	1,313,843	124,701
Equity			
Accumulated surplus	688,782	690,279	(1,497)
Reserves	500,360	623,564	(123,204)
Total Equity	1,189,142	1,313,843	(124,701)

The Balance Sheet is a snapshot of the financial situation of the organisation. It shows what Council owns and controls as assets and what it owes as liabilities.

** This column represents the adjusted budget which is the adopted budget plus Council approved budget carry forwards from 2020/21, together with mid year review adjustments.*

CAPITAL WORKS STATEMENT

12 months ended 30 June 2022

	2021/22 June Adjusted Budget* \$'000	2021/22 June Actuals \$'000	2021/22 June Variance \$'000
Property			
Land and land improvements	0	0	0
Buildings and building improvements	10,223	4,786	5,437
Total property	10,223	4,786	5,437
Plant and equipment			
Plant, machinery and equipment	3,312	1,908	1,404
Computers and telecommunications	550	343	207
Total plant and equipment	3,862	2,251	1,611
Infrastructure			
Roads	10,186	7,377	2,809
Bridges	1,861	1,014	847
Footpaths and Cycleways	13,395	2,618	10,777
Drainage	888	390	498
Recreational, leisure and community facilities	10,404	1,567	8,837
Parks, open space and streetscapes	3,135	1,959	1,176
Other infrastructure	2,936	2,847	89
Total infrastructure	42,805	17,772	25,033
Total capital works expenditure	56,890	24,809	32,081

Capital works expenditure is under budget by \$32m at 30 June 2022.

* This column represents the year to date adjusted budget which is the adopted budget plus Council approved budget carry forwards from 2020/21.

FINANCIAL RESERVES

As at 30 June 2022

	Balance 1 July 2021	Transfers to Reserve	Transfer from Reserve	Balance 30 June 2022
Discretionary Reserves				
Plant Replacement	1,477,851	986,359	1,322,082	1,142,128
Asset Conversion	744,372	-	-	744,372
Commercial Development	3,236,848	-	54,700	3,182,148
Gravel Pit Operations	673,875	853,939	-	1,527,814
Hanging Rock	427,099	-	214,704	212,395
Maintenance Senior Citizens Accommodation	275,894	15,984	93,273	198,605
Debt Repayment	491,470	400,000	-	891,470
Total Discretionary Reserves	7,327,409	2,256,282	1,684,759	7,898,932
Statutory Reserves				
Public Open Space - South	1,743,943	384,750	252,888	1,875,805
Public Open Space - East	900,564	403,500	252,215	1,051,849
Public Open Space - Central	1,008,933	112,000	40,960	1,079,973
Public Open Space - West	98,863	117,500	35,718	180,645
Public Open Space	3,752,303	1,017,750	581,781	4,188,272
Community Facilities - South	-	-	-	-
Community Facilities - East	222,042	-	-	222,042
Community Facilities - Central	17,697	-	-	17,697
Community Facilities - West	158,306	193,214	-	351,520
Community Facilities	398,045	193,214	-	591,259
Car Parking	135,600	-	-	135,600
Planning Roadworks	531,180	-	-	531,180
Drainage	699,157	35,105	-	734,262
Gisborne Development Contributions Plan	1,038,867	505,484	-	1,544,351
Romsey Development Contributions Plan	58,547	26,480	32,125	52,902
Planning Footpath Works	142,362	-	-	142,362
Total Statutory Reserves	6,756,061	1,778,033	613,906	7,920,188
GRAND TOTAL	14,083,470	4,034,315	2,298,665	15,819,119

INVESTMENTS HELD

As at 30 June 2022

Institution	Non Fossil fuel *	Percentage of Total investments	Investment Type	Investment Amount	Interest Rate	Commencement Date	Maturity Date
At call investments							
NATIONAL AUSTRALIA BANK LTD	No	58.71%	At Call Account	\$ 22,748,139	0.30%		
Short term investments							
AUSTRALIAN MILITARY BANK	Yes	10.32%	Term Deposit	\$ 4,000,000	1.72%	23/06/2022	25/08/2022
AUSTRALIAN UNITY BANK	Yes	10.32%	Term Deposit	\$ 4,000,000	1.72%	23/06/2022	25/08/2022
NATIONAL AUSTRALIA BANK	No	18.07%	Term Deposit	\$ 7,000,000	1.55%	23/06/2022	25/08/2022
Financial assets							
MEMBERS EQUITY BANK	Yes	2.58%	Term Deposit	\$ 1,000,000	1.00%	6/04/2022	5/10/2022
Total Investments				<u><u>\$ 38,748,139</u></u>			
Total % of Non Fossil Fuel Lending Institutions				23%			

SECTION 2

Capital Works Progress Report

Capital works are the financial investments that Council makes in the assets and infrastructure that it controls and provides for use by the community. Capital works primarily include public buildings, transport infrastructure, public space, recreational facilities and environmental infrastructure.

Annually, in conjunction with the adoption of the budget, Council adopts its Capital Works Program that sets out the projects that will be delivered in the next year.

This section provides an update on our progress towards achieving each project.

Capital Works Progress Report

June 2022



Project Name	Full Year Budget*	YTD Budget	YTD Actual	Variance	Comments
PROPERTY - Land					
Gisborne Open Space purchase	250,000	250,000	-	250,000	Purchase of new open space land in Gisborne. Negotiations are continuing with the owner.
TOTAL PROPERTY - Land	250,000	250,000	-	250,000	
PROPERTY - Buildings					
Council building demolition	134,363	134,363	53,436	80,927	
Council building renewal program	5,034,726	5,034,726	2,914,449	2,120,277	This is the parent project for 51 building renewal projects. Projects are in various stages such as design, tender awarded, works due to commence, works commenced etc.
Dixon Field pavilion no2	37,920	37,920	32,945	4,975	Project complete.
47 Victoria Street Macedon renewal	22,496	22,496	11,693	10,803	Project complete.
Seniors units renewal	80,000	80,000	93,273	(13,273)	This is an ongoing program to update housing as required throughout the financial year.
Kyneton early learning centre	1,440,000	1,440,000	679,780	760,220	Construction of building and occupancy completed. The carpark was completed in May 2022. The path between the school and carpark will be subject to carry forward.
Swinburne Kindergarten Extension	-	-	3,000	(3,000)	Additional costs for previous year project.
Woodend Buffalo Reserve Toilet Block	39,568	39,568	35,033	4,535	Project complete.
Building energy & water efficiencies	125,329	125,329	1,618	123,711	This project involves upgrade works across a number of buildings - the project is in procurement phase. The project is subject to carry forward.
Building design	90,000	90,000	26,920	63,080	Budget for the design of proposed 2022/23 projects.
Gisborne Aquatic Centre modular change room	225,000	225,000	23,600	201,400	The received tender submissions exceed the available budget. A report has been submitted to the Project Sponsor and Senior management for review. This project has been submitted for carry forward.
Dixon Field pavilion sewer upgrade	60,000	60,000	36,446	23,554	Project complete.

Capital Works Progress Report

June 2022



Project Name	Full Year Budget*	YTD Budget	YTD Actual	Variance	Comments
Malmsbury Recreation Reserve design	20,000	20,000	7,500	12,500	Practical completion has been awarded. Project has been submitted for carry forward to complete final payment only.
Kyneton Museum roof works	757,935	757,935	49,694	708,242	Tender review completed, expect to award the contract by end of July 2022. This project has been approved for carry forward.
Malmsbury Mechanics design	30,000	30,000	3,000	27,000	Design in progress.
Kyneton Town Hall Theatre refurb scoping	50,000	50,000	-	50,000	The project is currently on hold pending outcomes of fast track grant funding application. Subject to receiving the grant, the project will be completed, however completion is not expected until next financial year. This project has been approved for carry forward.
Riddells Creek modular pavilion	40,000	40,000	19,000	21,000	Practical completion has been awarded. Project has been submitted for carry forward to complete final payment only.
Kinder & MCH renewal	113,400	113,400	97,437	15,963	Minor construction works and design works to bathroom and storage area completed. Second round of Request for Quotation of additional construction works underway due to no submissions in first round. This project has been submitted for carry forward.
Buffalo Stadium - Change Rooms Upgrade	280,000	280,000	-	280,000	The design has been completed however due to COVID-19 cost escalation, additional budget is required to deliver the required scope of works. This project has been submitted for carry forward.
Lady Brooks renewal	135,898	135,898	11,783	124,116	This building is vacant and plans for the building are currently under review by Council officers and a report presented to Councillors for consideration.
Woodend Golf Club clubhouse	266,000	266,000	-	266,000	The initial scope was to address immediate safety and aesthetic concerns but accessibility also needed to be addressed. These works trigger a building permit which requires All Ability Access works to be undertaken. The original budget was insufficient to include the All Ability Access works. This project has been approved for carry forward and additional funds were allocated within the 2022/23 budget to deliver the alternative scope of works.
Kyneton Town Hall renewal	665,024	665,024	642,220	22,804	Project complete.
Woodend Community Centre upgrade	325,000	325,000	36,574	288,426	
AsbestosRemoval	-	-	2,743	(2,743)	
Gilbert Gordon Oval Woodend Pavilion Upgrade	-	-	2,100	(2,100)	
Riddells Creek Football/Cricket change room showers	-	-	800	(800)	
Gisborne Library Roof Replacement	-	-	680	(680)	

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Capital Works Progress Report

June 2022



Project Name	Full Year Budget*	YTD Budget	YTD Actual	Variance	Comments
TOTAL PROPERTY - Buildings	9,972,659	9,972,659	4,785,723	5,186,936	
TOTAL LAND AND BUILDINGS	10,222,659	10,222,659	4,785,723	5,436,936	
INFRASTRUCTURE - Roads					
Bitumen resurfacing program	1,884,375	1,884,375	1,734,403	149,972	Spray sealing program complete. Two asphalt jobs outstanding. Alton road being undertaken by end June and Victoria street will be subject to carry forward.
Black Spot road funding	660,860	660,860	698,112	(37,252)	Project complete.
Gisborne Business Park roads upgrade	1,200,000	1,200,000	54,700	1,145,300	The works are currently in tender evaluation stage, however due to lack of contractor availability and that we are coming into winter, it is recommended to defer road construction works until October 2022. This project has been approved for carry forward.
Gravel road renewal program	925,000	925,000	948,235	(23,235)	Project complete.
Guardrail program	163,534	163,534	132,945	30,589	Two guardrail repairs have been completed.
Intersection upgrade and renewal program	126,000	126,000	48,076	77,924	Two projects have been awarded. One project is complete, the other is subject to carry forward.
Kerb and channel program	113,000	113,000	105,161	7,839	Project complete.
Kyneton bluestone heritage kerb renewal program	95,919	95,919	107,751	(11,832)	Project complete.
Minor road stabilisation program	262,000	262,000	42,500	219,500	Stabilisation work completed, except the Ashborne Road works associated with the storm recovery.
Minor roadworks program	8,541	8,541	8,980	(439)	Project complete.
Minor traffic management works	8,000	8,000	5,487	2,513	Project complete.
Road construction program	3,939,548	3,939,548	2,653,364	1,286,184	This is a parent project for the Road Reconstruction Program. There are 13 road projects within the program. Seven projects have been completed, one project is in the construction stage. The remaining four projects will be requested to be carry forwards, due to contractor availability. Road projects are best suited for construction between mid-September and mid-May due to weather conditions and therefore the remaining four projects will not commence until after September 2022.

Capital Works Progress Report

June 2022



Project Name	Full Year Budget*	YTD Budget	YTD Actual	Variance	Comments
Intersection upgrade Templeton & Brooke Sts Woodend	105,000	105,000	29,190	75,810	The scope of works were changed at mid-year budget review to deliver a wombat crossing at the Templeton and Urquhart Street intersection. Construction to commence on the first week of July school holidays and is anticipated to be completed within the school holiday period weather permitting. This project has been approved for a carry forward.
Chintin Road Monegeeta	594,000	594,000	701,499	(107,499)	Project complete.
Road Design Program	50,000	50,000	101,240	(51,240)	Road Design and Planning for financial year 2022/23 has been completed with one project outstanding. Thus, this program is subject to carry forward.
Ellison Street retaining wall	50,000	50,000	450	49,550	This project is currently in procurement stage.
Sheedy Road Gisborne	-	-	4,900	(4,900)	
TOTAL INFRASTRUCTURE - Roads	10,185,777	10,185,777	7,376,993	2,808,784	
INFRASTRUCTURE - Footpaths					
Footpath construction program	1,119,999	1,119,999	954,033	165,966	This is a parent project for the Footpath Program. There are 14 footpath projects within the program. Six projects have been completed and three projects are in procurement stage. Five projects have been deferred and proposed as part of next financial year's program, due to budget shortfalls and to allow more time for officers to arrange the property owners to remove any private assets within the road reserve.
Footpath renewal program	434,712	434,712	379,952	54,760	Project complete.
Daylesford (Tylden) to Hanging Rock rail trail	500,000	500,000	-	500,000	Currently exploring opportunities for planning funds.
Black Hill Reserve	55,847	55,847	55,379	468	Project complete.
Pram ramp compliance / safety	100,000	100,000	13,890	86,110	The works will be delivered in conjunction with the Urquhart and Templeton Streets Wombat Crossing Works. Construction to commence on the second week of the July school holidays and expected to be completed by end of July 2022. This project has been approved for carry forward.
Five Mile Creek Footpath and footbridge	100,000	100,000	6,500	93,500	The project is delayed due to a budget shortfall identified during the tender process. Design and discussions with authorities are progressing. Further review is required of the requirements under the Land Use Activity Agreement. This project has been approved for carry forward.
Baynton Street Kyneton active transport link	297,000	297,000	445,862	(148,862)	Project complete.

Capital Works Progress Report

June 2022



Project Name	Full Year Budget*	YTD Budget	YTD Actual	Variance	Comments
Macedon Ranges Shared Trail	10,787,161	10,787,161	761,176	10,025,985	A revised project delivery completion date of April 2024 has been approved. Stage 1B and 2 design is progressing and Stage 2 construction is scheduled for commencement by end 2023.
TOTAL INFRASTRUCTURE - Footpaths	13,394,719	13,394,719	2,616,792	10,777,927	
INFRASTRUCTURE - Bridges					
Bridge Renewal Program	1,375,267	1,375,267	497,539	877,728	This is a parent project for the Bridge Program. There are 13 bridges/culverts within this program. Three projects are complete, two in construction, four in pre-construction stage and two in procurement. Council Officers are currently reviewing the fee proposals received from bridge consulting engineers for the level three structural reports for the other two projects.
Footbridges	486,000	486,000	516,991	(30,991)	Project complete.
TOTAL INFRASTRUCTURE - Bridges	1,861,267	1,861,267	1,014,530	846,737	
INFRASTRUCTURE - Drainage					
Minor drainage works	869,500	869,500	388,162	481,338	Within the drainage program there are several drainage projects that have experienced delays and will be requested for either a carry forward to 2022/23 or a reduction in scope and return of funds. A total of \$171,160 will be carried forward and \$140,000 will be returned to the budget.
Fersfield Road drainage contribution	18,417	18,417	-	18,417	Works are currently in design stage. Construction works will not proceed until completion of adjacent development works. At mid-year budget review this project became a design only project, with construction to be considered in future budgets. This project is subject to carry forward.
Fersfield-Willowbank drainage detention and treatment system	-	-	1,000	(1,000)	
TOTAL INFRASTRUCTURE - Drainage	887,917	887,917	389,162	498,755	
INFRASTRUCTURE - Recreational, Leisure and Community Facilities					
Minor capital works program at recreational facilities	50,000	50,000	42,455	7,545	Project complete.

Capital Works Progress Report

June 2022



Project Name	Full Year Budget*	YTD Budget	YTD Actual	Variance	Comments
Playground renewal	82,550	82,550	44,804	37,746	Works have commenced and contractors are still to install the playground at Ash Wednesday Park. These works are subject to carry forward to next financial year.
Sports ground drainage adjacent to ground	39,020	39,020	35,718	3,302	Project complete.
Howey Reserve Gisborne irrigation	91,693	91,693	59,023	32,670	This project is currently in the final construction stage. Water meter installation is to be completed to undertake the final inspection.
Aquatic and Leisure equipment renewal	30,000	30,000	33,915	(3,915)	Outdoor pool seating purchased. LesMills project launched early May 2022.
Kyneton Barkly Square Field	750,000	750,000	-	750,000	This project was subject to a successful Sport and Recreation Victoria grant application. Council has now been advised that the \$500,000 grant was successful. An external Project Manager has been appointed. Tender documents are now being prepared. There is a budget shortfall to deliver target scope of works due to material and labour cost escalation. The project has been approved for carry forward and additional funding has been allocated in the 2022/23 budget.
Lancefield Park Lighting	350,000	350,000	344,720	5,280	Project complete.
Gardiner Reserve Carpark and landscaping works	281,000	281,000	40,490	240,510	The project is to be delivered in stages due to budget constraints. Civil works and landscaping to be packaged up as a tender package, with construction targeted the warmer months from December. This project has been submitted for carry forward.
Romsey Oval drainage	221,300	221,300	20,086	201,214	Construction works to be completed by November 2022 following the football season. General reserve spoon drain network improvements: tree trimming and drain improvement works were complete in May 2022.
New Gisborne tennis court lights	35,000	35,000	5,900	29,100	Request for quotation process underway (closed end of May 2022) for consultants to undertake lighting design for courts 1 & 2, as well as reserve master plan work and future tennis provision investigations for Gisborne to inform the master plan. This project has been approved for carry forward.
Kyneton Skate Park	10,000	10,000	-	10,000	Project planning has commenced and the scope is currently being defined in order to prepare a request for quotation.
Gisborne Tennis court lighting renewal	280,000	280,000	74,205	205,795	Construction works have commenced. Material delays have impacted the schedule with completion estimated August 2022. This project has been submitted for carry forward.
Manna Gum playground	555,700	555,700	21,340	534,360	Project scope under review as tender submissions exceed available budget. This project has been submitted for carry forward.
Kinder playground equipment program	30,000	30,000	-	30,000	Grant funding approved and procurement underway. This project has been submitted for carry forward.
Gisborne Skate Park concept design	30,000	30,000	11,048	18,953	Revised program has identified completion date of August 2022. Consultation processes have delayed the completion of the design.

Capital Works Progress Report

June 2022



Project Name	Full Year Budget*	YTD Budget	YTD Actual	Variance	Comments
Gilbert Gordon Netball Courts	360,000	360,000	5,927	354,073	Currently working through Land Use Activity Agreement requirements which may require the development of a Cultural Heritage Management Plan. Funds likely to be carried forward to 2022/23 to allow for required permits to be in place, and to ensure optimal weather for the 'sealing' of the court with the synthetic paint.
Macedon Ranges Regional Sports Precinct	6,977,793	6,977,793	801,364	6,176,429	A construction contract has been awarded for Stage 1 of the Precinct. Site establishment is occurring. Off-site subcontractor letting is in progress. Construction works are expected to commence over the following few months. Construction completion is targeted for end 2023.
Gardiner Netball	-	-	3,900	(3,900)	Additional costs for prior year project.
Gardiner Reserve Lighting upgrade	-	-	8,300	(8,300)	Additional costs for prior year project.
Riddells Creek Multi-Purpose	230,000	230,000	14,030	215,970	
TOTAL INFRASTRUCTURE - Recreational, Leisure and Community Facilities	10,404,056	10,404,056	1,567,226	8,836,830	
INFRASTRUCTURE - Parks, Open Space and Streetscapes					
Ash Wednesday park landscaping	143,420	143,420	55,608	87,812	Pathway works have been released for quotations; construction completion is subject to contractor availability. Playground is scheduled for delivery in September 2022. Quotes for the design of the revegetation of drains have been received, however appointment of successful contractor has been delayed. This project has been approved for carry forward.
Botanical Gardens improvements	23,500	23,500	-	23,500	Stage 2 has been awarded to run an irrigation main line in to the Botanic Gardens. Works to commence in July 2022. This project is subject to carry forward.
Gisborne Fields open space development	500,390	500,390	19,820	480,570	Design review completed by stakeholders, feedback provided to design consultant for amendment. Tender expected to occur early July 2022. This project has been submitted for carry forward.
Hanging Rock DELWP funding	36,315	36,315	36,154	161	This is the remainder of a State Government fund for Hanging Rock. The unspent money will be in the 22/23 budget for Hanging Rock works.
Hanging Rock projects	70,189	70,189	18,022	52,167	The money expended was on projects including weed management and control, garden implementation, landscaping and supplies and logs and hardwood (garden stakes and the like).
Healthy heart of Victoria	286,905	286,905	160,554	126,351	Six of eleven planned projects have been complete. Five projects are intended to be carried forward into 2022/23 (to be completed by end September 2022). These include healthy choices at council-run sports facilities, installation of hydration station at Kyneton Velodrome, bike repair stations and workshops, an active transport map and Romsey Community Garden works.

Capital Works Progress Report

June 2022



Project Name	Full Year Budget*	YTD Budget	YTD Actual	Variance	Comments
Parks infrastructure renewal	80,000	80,000	64,761	15,239	Projects have commenced. Some works delayed due to contractor availability. This project is subject to carry forward.
Kyneton Botanic Gardens	60,000	60,000	37,886	22,114	Irrigation works for have been awarded and are due to commence in July 2022. This project is subject to carry forward.
Gisborne Botanic Gardens	97,680	97,680	4,841	92,839	Design was out to tender until late June 2022. The construction is expected to commence in September 2022. This project is subject to carry forward.
Street tree planter boxes	25,000	25,000	-	25,000	The engineering consultant has been engaged. Design works have commenced. This project is subject to carry forward.
Riddells Creek fence replacement	10,000	10,000	43,303	(33,303)	Project complete.
Wyralla Crescent landscaping	113,179	113,179	103,491	9,688	Project complete.
Romsey Ecotherapy Park Stage 2	1,616,664	1,616,664	1,334,679	281,985	Construction works are ongoing and are on track to be completed by July 2022. This project has been submitted for carry forward.
Hobbs Road Bushland Reserve and Bullengarook Closed Landfill Security Upgrade	2,892	2,892	2,892	-	Project complete.
Romsey Five Mile Creek Stage 1	69,079	69,079	76,534	(7,455)	Pathway works have been completed, woody weed removal and revegetation works have been completed. Water sensitive urban design investigation project is incomplete. Cultural Heritage Management Plan (CHMP) is 90% complete. Fieldwork for CHMP is complete. We have been advised that no Aboriginal cultural heritage found so only general conditions to apply.
TOTAL INFRASTRUCTURE - Parks, Open Space and Streetscapes	3,135,213	3,135,213	1,958,544	1,176,669	
INFRASTRUCTURE - Other Infrastructure					
Kerbside bin replacement	264,361	264,361	360,125	(95,764)	This is a multi-year commitment with an extra year to run. The waste contractor is replacing damaged and broken bins as part of the regular contracted maintenance works. This project has been approved for carry forward.
Kyneton Landfill rehabilitation	125,094	125,094	141,519	(16,425)	Project complete.
Kyneton Livestock Exchange	1,567,117	1,567,117	1,539,274	27,843	This project is subject to carry forward, as Pen and Ramp modifications are underway and hydraulic pumps for truck wash are still to be replaced.
Street/park bin renewal program	42,120	42,120	26,709	15,411	Bin infrastructure has been delivered to replace old bins and surrounds throughout the Shire. This is an annual operational activity.
Kyneton Pound - Dog Holding Facility	25,000	25,000	15,040	9,960	Project complete.

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Capital Works Progress Report

June 2022



Project Name	Full Year Budget*	YTD Budget	YTD Actual	Variance	Comments
Streetlight replacements	688,954	688,954	437,730	251,224	Project delay due to supply delays for 176 LED street light fittings. The fittings will not be available until October 2022. 105 lights will be installed prior to June 2022. The other 359 lights will be installed after October 2022. This project has been approved for carry forward.
EV Charging stations	115,560	115,560	148,184	(32,624)	Project complete.
School Bus Shelter - Romsey	107,990	107,990	132,653	(24,663)	Civil construction works complete with the bus shelter pending installation. This project is subject to carry forward.
Saleyards Gantry	-	-	45,000	(45,000)	
Recreational vehicle disposal point change	-	-	1,100	(1,100)	
Mt Macedon RDV Project	-	-	790	(790)	
TOTAL INFRASTRUCTURE - Other Infrastructure	2,936,196	2,936,196	2,848,125	88,071	
TOTAL INFRASTRUCTURE	42,805,145	42,805,145	17,771,372	25,033,773	
PLANT AND EQUIPMENT - Plant and Equipment					
Plant replacement program	3,312,000	3,312,000	1,903,434	1,408,566	There are only two plant items remaining to order. Both items of plant are out for tender. Orders are expected to be made in July with delivery not expected for another 9 months. This project is subject to carry forward.
PR Minor Assets	-	-	5,048	(5,048)	
TOTAL PLANT AND EQUIPMENT - Plant and Equipment	3,312,000	3,312,000	1,908,482	1,403,518	
PLANT AND EQUIPMENT - Computers and Telecommunications					
Cultural venue system	16,000	16,000	-	16,000	The project requires defining and re-scoping following a detailed inspection by the IT department which has delayed project delivery. The project has been approved for carry forward.
Aquatic & Leisure software	7,000	7,000	-	7,000	The project is complete, however, minor elements are subject to carry forward for completion next financial year.

Capital Works Progress Report

June 2022



Project Name	Full Year Budget*	YTD Budget	YTD Actual	Variance	Comments
Project Lifecycle Management Project	188,395	188,395	120,307	68,088	Stage 1 configuration is complete to enable go-live by end June for project delivery from the module from July 2022. Minor configuration components have been approved for carry forward for completion as Stage 2 configuration.
IT infrastructure renewal	338,133	338,133	223,456	114,677	This project has a number of sub parts and the following activities have been undertaken. The IT Backup and Network Storage environment has been upgraded and expended. Roll out of Council's new laptop fleet has commenced. Mobile technology has been provided to staff within Council. Only \$500 of commitments left to be spent
PLANT AND EQUIPMENT - Computers and Telecommunications	549,528	549,528	343,763	205,765	

TOTAL PLANT & EQUIPMENT	3,861,528	3,861,528	2,252,245	1,609,283	
Total	56,889,332	56,889,332	24,809,340	32,079,992	

* This column represents the adjusted budget which is the adopted budget plus Council approved budget carry forwards from 2020/21.

SECTION 3

Council Plan Actions – Progress Report

In line with Section 90 of the Local Government Act 2020, Council adopted a new Council Plan by 27 October 2021.

Council reviews the Council Plan annually and establishes actions across its four strategic objectives:

Connecting Communities;

Healthy environment, healthy people;

Business and tourism; and

Deliver strong and reliable government.

The actions are specific activities that will be undertaken within the financial year to support the achievement of the strategic objectives. This section provides a quarterly update on progress towards achieving the actions.

COUNCIL PLAN ACTIONS								
STRATEGIC OBJECTIVE - 1 CONNECTING COMMUNITIES								
We will maintain our built environment – including roads, paths, buildings, open space and other assets – in a fiscally, environmentally and socially sustainable way. This includes effective land-use planning, which has a direct impact on the liveability of our shire.								
We will provide support for volunteers, community groups and organisations in recognition of their work in contributing to social connections.								
Strategic Priority - Improve connectivity and movement, and provide transport choices to the community, including walking trails and bike paths								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Continue to improve continuous accessible paths of travel to key destinations, such as recreation and community facilities, through the funding of the Footpath Construction Program	Deliver	Completed	100%	100%	<p>Council is improving continuous paths of travel and is committed to improving footpath networks throughout the Municipality. Funding of \$956,000 has been allocated this financial year for construction on new footpaths with a further \$6,300,000 allocated to the Macedon Ranges Shared Trails Project through grants and Council funding. Due to COVID related delays 5 footpaths are deferred until next financial year as part of the Mid-Year Budget Review.</p> <ul style="list-style-type: none"> - Gisborne, Bloomfield Street - Kyneton, Pohlman Street from Mollison Street to Ebden Street - Kyneton, Pohlman Street from Ebden Street to Powlett Street - Lancefield, High Street - Lancefield, The Crescent" 	Manager Engineering and Resource Recovery	30/06/2022	Complete
• Continue the delivery of the Macedon Ranges Shared Trails project	Deliver	Completed	100%	100%	The design and construction contract has been awarded and design is progressing as scheduled.	Manager Assets and Project Management Office	30/06/2022	Complete
• Advocate to the Victorian Government for improvements to bus and rail public transport services	Advocate	Completed	100%	100%	<p>Through our continuous advocacy we have been successful in obtaining funding under the state budget 22/23 for two of our townships to upgrade Woodend train station and improvement to the Gisborne town bus network.</p> <p>In addition, please note the following car park upgrade works which are being undertaken:</p> <ol style="list-style-type: none"> 1. Kyneton carpark extension works; 2. Riddells Creek carpark expansion which will commence this FY 3. In the past they extended and formalised New Gisborne train station carpark 4. PTV/DoT will be looking at Gisborne and seeing what the needs are and where to improve services. 	Manager Engineering and Resource Recovery	30/06/2022	Complete

Strategic Priority - Improve connectivity and movement, and provide transport choices to the community, including walking trails and bike paths (cont)								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Develop and adopt an Asset Plan to meet the requirements of the Local Government Act 2020	Deliver	Completed	100%	100%	Asset Plan adopted at June 2022 Scheduled Council Meeting.	Manager Engineering and Resource Recovery	30/06/2022	Complete
• Undertake the Woodend corridor study to investigate the movements of pedestrians, cyclists and vehicles within Woodend's main road corridor, identifying areas of concern and possible solutions	Deliver	In Progress	100%	70%	Final consultation workshop being conducted on 7 July 2022. Preparation of draft report will follow the workshop to be presented at 24 November Scheduled Council Meeting.	Manager Engineering and Resource Recovery	31/03/2022	

Strategic Priority -Integrate land-use planning, and revitalise and protect the identity and character of the shire								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Progress the Kyneton Town Centre Urban Design Framework (UDF) to Council for decision, and consider implementation into the Macedon Ranges Planning Scheme	Deliver	In Progress	70%	60%	Work is progressing on the draft UDF for Council to endorse prior to consultation, This is now anticipated to be in the first or second quarter of 2022/23	Manager Strategic Planning and Environment	30/06/2022	30/06/2023
• Progress the Gisborne Structure Plan incorporating the Neighbourhood Character Study and Town Centre Urban Design Framework Plan to Council for decision and consider implementation into the Macedon Ranges Planning Scheme	Deliver	In Progress	75%	60%	Officers have prepared a draft Consultation Report, responding to themes and individual submissions received from the community consultation process held in mid-2020. A Council report will be presented to a future Scheduled Council Meeting that will include the draft Consultation Report and outline the next steps to progress the Gisborne Futures project. This is a multiyear project.	Manager Strategic Planning and Environment	30/06/2022	31/12/2023
• Progress the Romsey Structure Plan to Council for decision, and consider implementation into the Macedon Ranges Planning Scheme	Deliver	In Progress	60%	50%	A draft Consultation Report is being prepared responding to themes and individual submissions received to the Emerging Options paper released for community feedback. This will help inform the key inputs to the development of the draft Structure Plan. The draft consultation report will be presented to a future Scheduled Council Meeting.	Manager Strategic Planning and Environment	30/06/2022	31/12/2023
• Progress the Planning Scheme Amendment to incorporate the heritage study for Woodend, Lancefield, Macedon and Mount Macedon into the Macedon Ranges Planning Scheme	Deliver	In Progress	100%	90%	At the Planning Delegated Committee held on 8 June 2022 Council adopted the Amendment with changes outlined in the report. The Amendment has been submitted to the Minister for Planning and is awaiting a final decision. It is expected that this project will be completed in the next quarter.	Manager Strategic Planning and Environment	30/06/2022	31/12/2023

Strategic Priority -Integrate land-use planning, and revitalise and protect the identity and character of the shire (cont.)

ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Enhance planning protection of the shire's heritage assets. The Macedon Ranges Shire Thematic Environmental History will guide Council's strategic approach to identifying and protecting the shire's heritage, done systematically, within a contextual understanding of land-use development over time	Deliver	In Progress	90%	70%	The draft Thematic Environmental History has been prepared by the consultant team with feedback under consideration from Officers, Councillors and members of the Heritage Council.	Manager Strategic Planning and Environment	30/06/2022	31/12/2022
• Progress the review of Council's Developer Contributions Plans (Gisborne and Romsey) and consider any future changes to the Macedon Ranges Planning Scheme recommended by its findings	Deliver	Planning	50%	20%	A review of each directorate's role in the administration of the DCP's has been completed. A preliminary report has been prepared for the Executive Leadership Team to endorse the next stages to progress this project.	Manager Strategic Planning and Environment	30/06/2022	30/06/2023

Provide well-designed, fit-for-purpose, multi-use open spaces and infrastructure for the community to connect, engage and participate in a financially responsible way

ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Progress the development of a new Open Space Strategy and consider implementation into the Macedon Ranges Planning Scheme	Deliver	In Progress	50%	50%	The Issues and Opportunities paper received four submissions and 165 surveys were received. Through information sessions and attendance at community markets approximately 170 people were individually engaged in the project. A Community Assembly process has been completed that has resulted in recommendations to be incorporated into the Draft Strategy. The draft Strategy is expected prepared late 2022.	Manager Strategic Planning and Environment	30/06/2022	30/06/2023
• Commence construction on stage 1 of the Macedon Ranges Regional Sports Precinct project and continue advocacy for funding towards future stage delivery	Deliver	Completed	100%	100%	Construction contract executed. Site establishment progressing. Off site activities including sub contractor letting progressing. Advocacy for future stage funding has been completed.	Manager Assets and Project Management Office	30/06/2022	Complete
• Deliver the annual capital works program	Deliver	In Progress	100%	60%	Final completion rates are still being calculated. Financial delays to the Shared trails and Sports Precinct major projects significantly impact the results. Final results will be presented including and excluding these results. Results based on number of projects completed are also being provided.	Manager Assets and Project Management Office	30/06/2022	
• Update the Kyneton Showground precinct Master Plan	Deliver/Partner	In Progress	100%	60%	Initial consultation with the tenant clubs has occurred and one community drop in session has informed the development of a draft plan, that is currently being reviewed by officers and the tenant clubs.	Manager Open Space and Recreation	30/06/2022	

Provide well-designed, fit-for-purpose, multi-use open spaces and infrastructure for the community to connect, engage and participate in a financially responsible way (cont)								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Update the Romsey Sports precinct Master Plan	Deliver/Partner	In Progress	100%	60%	Initial consultation with the tenant clubs has occurred and one community drop in session has informed the development of a draft plan that is currently being reviewed by officers and the tenant clubs.	Manager Open Space and Recreation	30/06/2022	
• Commence the Macedon Ranges skate park strategy	Deliver/Partner	Planning	100%	10%	This project is funded over two years and now that the second year funding has been confirmed a brief will be distributed for quotes by the end of July 2022.	Manager Open Space and Recreation	30/06/2022	
• Continue implementation of the funded Romsey Ecotherapy Park. Deliver stage 2 and 3 projects with Regional Development Victoria and the community	Deliver	In Progress	100%	90%	Construction is underway and on track for completion 30 July 2022. This project experienced COVID related material and labour delays.	Manager Open Space and Recreation	30/06/2022	

Target community needs through development programs and grants								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Engage and consult with the community, groups and organisations to better understand community needs and program design	Facilitate/Partner	In Progress	50%	50%	A review of the Events and Festival Grant Program is planned for 2023.	Manager Economic Development and Visitor Economy	30/06/2022	
• Promote community centres and their programs	Deliver	Completed	100%	100%	During the 2021/22 financial year Council promoted the following community centres and their programs. Six neighbourhood houses and six Men's Sheds across the shire, Goldfields Library Corporation (MRSC branches). Council also operates the Woodend Community Centre providing key services to the community.	Manager Finance and Reporting	30/06/2022	Complete
• Continue Council's grants programs	Deliver	In Progress	100%	75%	The Events and Festival Grant Program was open for applications in autumn, with recommendations for funding presented to Council for endorsement at the July Ordinary Council Meeting. A review of the program is planned for 2023.	Manager Economic Development and Visitor Economy	30/06/2022	
• Build connections between volunteers and volunteer organisations	Facilitate	In Progress	50%	50%	Work is ongoing and continues into 2022-23.	Manager Economic Development and Visitor Economy	30/06/2022	

Target community needs through development programs and grants (cont)

ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Promote the library programs of the Goldfields Library Corporation to engage the community	Deliver/Partner	Completed	100%	100%	Council promoted Goldfields Libraries Reconciliation Week Aboriginal Story time events as part of our Reconciliation Week promotional suite. We have also worked with libraries to promote their winter school holiday program to the media, which includes a partnership on our touring Biodiversity In Crisis exhibition. This exhibition was also featured in the Shire Life publication. Broader conversations around promotional opportunities and ideas for enhancement are underway and ongoing.	Manager Communication and Engagement	30/06/2022	Complete
• Review Council's role in supporting playgroups and toy libraries, and develop opportunities to strengthen the connections between users of early years and maternal and child health programs	Facilitate	Carry Forward	100%	100%	Children, Youth and Family Services are continuing to support with playgroups and toy libraries and utilising opportunities to strengthen connections between kindergartens and MCH.	Manager Children, Youth & Family Services	30/06/2022	Complete
• Explore the development of a youth projects funding program to support young people applying to Council for community funding	Deliver/Facilitate	Completed	100%	100%	This project has been completed	Manager Children, Youth & Family Services	30/06/2022	Complete

Continue to deliver improved outcomes for and recognition of our First Nations People

ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Advance Indigenous reconciliation through working with First Nations People on the implementation of Council's Reconciliation Action Plan (RAP).	Deliver/Partner	In Progress	100%	90%	The implementation of Council's RAP is ongoing and will continue for the next 15 months. Many actions are complete and many are in progress. Since the RAP was endorsed by Council in September, there has been significant engagement with this issue with both community and staff. A separate report will be provided to Council detailing progress of RAP actions.	Manager Community Strengthening	30/06/2022	
• Celebrate and participate in National Reconciliation Week by providing opportunities to build and maintain relationships between Aboriginal and Torres Strait Islander Peoples and other Australians	Deliver/Partner	Completed	100%	100%	Two community events held that generated significant community interest. (i) Community talk on the importance of truth telling delivered by Yoo-rook commission and Reconciliation Victoria, and (ii) Community Round table conversation delivered by Dennis Batty, local Taungurung man and member of Council's RAP Implementation working group	Manager Community Strengthening	30/06/2022	Complete
• Develop and implement an Aboriginal and Torres Strait Islander cultural awareness training strategy that is integrated into Council's Learning and Development Strategy	Deliver/Partner	In Progress	75%	75%	Aboriginal and Torres Strait Islander cultural awareness training is scheduled to be delivered to all staff in August 2022. Thereafter, this training will be provided to all new staff once a year.	Manager Community Strengthening	30/06/2022	

Promote a more inclusive community by supporting community groups and vulnerable groups								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Continue to support targeted initiatives for young people of diverse backgrounds that enable them to express their identities, such as raising the Rainbow Flag on International Day Against Homophobia, Biphobia, Intersexism and Transphobia	Deliver	Completed	100%	100%	This project for 20/22 financial year has been completed. Children, Youth and Family Services continue to support targeted initiatives for young people of diverse backgrounds that enable them to express their identities, such as raising the Rainbow Flag on International Day Against Homophobia, Biphobia, Intersexism and Transphobia and are planning for activities for 22/23 financial year.	Manager Children, Youth & Family Services	30/06/2022	Complete
• Continue to demonstrate leadership in advancing gender equality through the implementation of Council's Gender Equality Action Plan, including delivery of year one actions	Deliver	In Progress	100%	90%	Gender Equality Action Plan currently being implemented with Year 1 actions underway and on track to be completed by expected dates in 2022.	Manager People, Risk and Wellbeing	30/06/2022	
• Construct a designated modular change room at the Gisborne Aquatics Centre, which will enable Council to meet Child Safe requirements, and improve service provision and accessibility	Deliver	In Progress	100%	30%	Project tendered with tenders received over allocated budget. Scope to be revised to a plan and design project to inform a 2023/24 business case. Child Safe requirements continue to be met at the centre through operational processes however a longer term solution is required.	Manager Facilities and Operations	30/06/2022	
• Provide referral services through our Neighbourhood House programs and increase funding for 2021/22	Facilitate/Partner	Completed	100%	100%	All Neighbourhood Houses have provided referral services through their programs, and they all received increased funding for 21/22.	Manager Community Strengthening	30/06/2022	Complete

Explore opportunities for affordable and social housing in the shire								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Prepare an interim social and affordable housing policy	Deliver	Completed	100%	100%	The Interim Social and Affordable Housing Policy was adopted December 2021.	Manager Community Wellbeing	30/06/2022	Complete
• Work with the Victorian Government to increase supply of affordable housing, including social housing, in the shire	Advocate	Carry Forward	100%	50%	Partnerships are being strengthened with community housing offices (CHO) to identify how Council can partner with them to progress grant applications for The Big Build. Further work with the Victorian Government will occur in 22/23 with the vision of supporting CHO to increase the supply of affordable housing in MR	Manager Community Wellbeing	30/06/2022	
• Commit to participating in the development and, where relevant, the implementation of the Loddon Mallee Regional Housing Action Plan	Partner	Completed	100%	100%	A workshop was held in April 2022 to discuss the draft Loddon Mallee Housing Revitalization Strategy. This work will inform the final strategy.	Manager Strategic Planning and Environment	30/06/2022	Complete

STRATEGIC OBJECTIVE - 2 HEALTHY ENVIRONMENT, HEALTHY PEOPLE

We will contribute to positive health and wellbeing in our community by proactively supporting mental health, the prevention of violence against women, healthy lifestyles for all ages and abilities, social connection and inclusion, community safety, and arts and culture.

We will protect our natural environment through proactive environmental planning, advocacy and policy to address climate change, support biodiversity and enhance water catchment quality. The Macedon Ranges Shire declared a Climate Emergency in 2021.

We will take action to reduce waste in order to protect public health and the environment.

Protect the natural environment and enhance biodiversity

ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Continue the healthy landscapes for healthy livestock project	Deliver	Completed	100%	100%	The Healthy Landscapes program has been delivered in full for 2021/22, including all workshops, property inspection and guest speaker events. Funding has been secured with 2021/22 program partners to extend program for a further two years	Manager Strategic Planning and Environment	30/06/2022	Complete
• Finalise the review of the Hanging Rock Environmental Management Plan and commence implementation of priority actions	Deliver	Completed	100%	100%	The Hanging Rock Environment Management Plan was endorsed at Council Meeting 27 October 2021. It is available on Council website.	Manager Strategic Planning and Environment	31/12/2021	Complete
• Finalise the Roadside Conservation Management Plan that aims to enhance the conservation value of Council-managed roadsides, while mitigating fire risk and maintaining road safety	Deliver	Completed	100%	100%	The Roadside Conservation Management Plan was endorsed at the 24 November 2021 Council Meeting. It is available on Councils website.	Manager Strategic Planning and Environment	31/12/2021	Complete
• Protect, preserve and enhance bushland and biodiversity	Deliver	Completed	100%	100%	Flora monitoring of fixed plots occurred in Black Hill, Bald Hill and Mt Gisborne Reserve. Citizen science delivered follow up surveying of Clover Glycine at Bald Hill. The Bird Blitz, spotlighting, and nest box checks were delivered as part of Councils Biodiversity Monitoring Program. Weed control has been undertaken at Bald Hill, Black Hill, Malmesbury Common, UL Daly Nature Reserve, Woodend Grassland, Marsh Court, Magnet Hill Reserve, Gisborne Marshlands and Hobbs Road Reserves as well as many of Councils smaller conservation reserves. Rabbit exclusion fencing has been installed on strategic boundaries of Magnet Hill Reserve. Tree hazard assessment and works were completed at Bullengarook Recreation Reserve, Maxwell Street Reserve (Tylden) and Quarry Road Retarding Basin (Woodend). A 2.1Ha planned ecological burn was undertaken at Malmesbury Common. Infrastructure works included a pedestrian bridge upgrade at Stanley Park and new shelter installation at Bald Hill. Additional expenditure was required to respond to the June and October Storm events, which extended to environmental assets not listed as reserves, as part of Council's overall community storm response. Dalton Reserve EMP completed.	Manager Strategic Planning and Environment	30/06/2022	Complete

Lessen the severity of climate change through actions that enable Council and the community to reduce greenhouse gas emissions								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Review and adopt Council's Environment Strategy	Deliver	Completed	100%	100%	Council adopted the updated Environment Strategy 2021 at its scheduled meeting held on 27 October 2021.	Manager Strategic Planning and Environment	30/06/2022	Complete
• Implement a suite of environmental upgrades to Council buildings to enhance energy efficiency and environmental performance	Deliver	In Progress	100%	50%	A range of planned works have been completed and remaining funds will be carried forward to 2022-2023 to enable solar panels and battery power storage to be installed at two community buildings.	Manager Strategic Planning and Environment	30/06/2022	30/06/2023
• Replace all remaining standard street lights with energy-efficient lights through the Central Victorian Greenhouse Alliance Lighting the Regions Project	Deliver	Delayed	100%	50%	Delays in sourcing parts and contractors to install new lights has delayed the completion of this project. A total of 155 shared street lights are expected to be replaced by end of 2021/22 with the balance to be delivered early in 2022/23.	Manager Strategic Planning and Environment	30/06/2022	31/12/2022
• Continue delivery of a program of community climate change action plans across the shire's townships	Deliver	In Progress	100%	90%	Draft Community Climate Actions Plans for Riddells Creek and Gisborne have been prepared and were released for community feedback during this quarter. Both Community Climate Action Plans are expected to be finalised in first quarter of 2022/23	Manager Strategic Planning and Environment	30/06/2022	30/09/2022
• Research ways for Council to support the use and uptake of electric vehicles (EV) across the shire	Facilitate/Deliver	Completed	100%	100%	During the quarter Council was notified that Evie Networks with Council's support was successful in receiving funds from the Victorian State Government to deliver EV Charging Stations in Macedon, Lancefield and Kyneton. Council was also successful in receiving grant funding to deliver EV Charging Stations at its own facilities in Gisborne, Kyneton and Woodend to support Council's fleet transition to low emission vehicles. Research continues through regular EV working group meet-ups with other Councils (run by Cities Power Partnership).	Manager Strategic Planning and Environment	30/06/2022	Complete

Improve the quality of recycling, minimise the generation of waste and establish alternatives to landfill disposal								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Commence implementation of actions to phase out single-use plastics, based on the audit findings and action plan	Deliver	Completed	100%	100%	This was completed using EPIC for auditing and educational outcomes. The final audit is scheduled for August 2022. Some actions are already underway.	Manager Engineering and Resource Recovery	30/09/2021	Complete
• Actively promote the use of reusable nappies through the Maternal and Child Health Service (MCH)	Deliver	Completed	100%	100%	Promotion of reusable nappies through MCH has occurred. In May 2022, we invited feedback from all types of nappy users to help us to: understand the barriers to using reusable nappies such as initial cost, convenience, accessibility etc. Utilising this feedback council will develop a program that would further encourage the use of reusable nappies and support parents and carers in the community to find ways to save money, care for their baby and the environment.	Manager Children, Youth & Family Services	30/06/2022	Complete
• Commence the implementation of the actions identified in the Waste Management and Resource Recovery Strategy 2021–2026	Facilitate	Completed	100%	100%	Of the 30 actions identified in the Strategy 5 are completed, 15 are ongoing activities (in action); of the remaining 10: • The creation of the Circular Economy education and engagement plan has begun. • The single-use plastic campaign for community and business is about to begin. • The provision of FOGO compost back to the community is about to begin, after a positive result from a survey. With home delivery of 2m3-6m3 the first step. • Closed-loop glass recycling is currently being investigated. • A transfer station in the south is being investigated with New Gisborne industrial estate the initial focus. • Soft plastics trial continues as we work with VRR on a permanent solution • Four actions remain to be started.	Manager Engineering and Resource Recovery	31/01/2022	Complete
• Decrease tonnes of waste to landfill per capita	Deliver	Completed	100%	100%	Tonnes of waste to landfill per household produced 11.1 kg down 27% from the yearly average of 15.2kg. Diversion from landfills for the quarter ended March 2022 was 73% noting that the June quarter figures are not yet available. Kerbside landfill has decreased by 2kg per household in the quarter after Christmas. Soft plastic trial receiving 100m3 a month and efforts to move to business as usual are in motion.	Manager Engineering and Resource Recovery	30/06/2022	Complete

Provide opportunities to experience open space and bushland reserves								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Work towards amending the Planning Scheme to introduce new policy and planning controls to implement the Significant Landscapes Study	Deliver	In Progress	75%	70%	The Distinctive Area and Landscapes Advisory Committee are continuing to sit and consider the Surf Coast, Bellarine and Bass Coast areas. Officers are assessing the Advisory Committee recommendations and the response from the Minister for Planning as they become available. It is expected that changes will need to be made to C133macr to respond to the Committee recommendations.	Manager Strategic Planning and Environment	30/06/2022	30/06/2024
• Commence implementation of recommended master plan actions at the Gisborne, Kyneton and Malmesbury Botanic Gardens, including the delivery of an entry garden (western entrance) at the Gisborne Botanic Gardens	Deliver	In Progress	100%	75%	Masterplan implementation has commenced at all Botanic Gardens. The delivery of the entry garden is pending final design.	Manager Open Space and Recreation	30/06/2022	
• Riddells Creek Street tree planter boxes – determine a solution to retain the existing trees while providing new planter boxes developed with a different construction methodology	Deliver	In Progress	100%	75%	Planter boxes temporarily repaired (providing approximately 5 years further lifespan) whilst awaiting the new construction solution. An engineer has been engaged to design a long term solution.	Manager Open Space and Recreation	31/03/2022	
Improve the management of water, including flooding risk, water quality of creeks and waterways, and the efficient use of water								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Commence priority waterway restoration works that implement adopted waterway environmental plans, which includes completing the master plan of the Woodend Five Mile Creek, and continued delivery on the implementation of the Romsey Five Mile Creek Master Plan.	Deliver	Completed	100%	100%	Melbourne Water capital works programs, in partnership with Council, have made significant environmental works along Romsey Five Mile Creek and Jacksons Creek in Gisborne. Romsey Five Mile Creek works included WSUD design report; Melbourne Water Capital Works Project EWP project areas; and, Cultural Heritage management plan for pathway construction from Wrixon St to Couzens Lane. Woodend Five Mile Creek included the completion of the ecological assessment, stakeholder engagement, Traditional Owner engagement and a report is currently being drafted.	Manager Strategic Planning and Environment	30/06/2022	Complete
• Continue the waterway conservation works program	Deliver	Completed	100%	100%	Melbourne Water's 'Liveable Communities. Liveable Waterways Program' (formally Corridors of Green). Tony Clarke 1 and 2 Reserve (Macedon), Three Chain Road (Newham), Rotary Park (Gisborne), Kathryn Court (Riddells Creek) and Bruce Street No 3 Reserve had woody weed works completed. Funding applied to waterways works north of the divide included Five Mile Creek Reserve (Woodend), Bald Hill Reserve (Post Office Creek upper catchment - Kyneton), and Malmesbury Common (Coliban River) include woody weed priority works.	Manager Strategic Planning and Environment	30/06/2022	Complete

Maintain systems, capacity and capability to manage, respond to and lead recovery after emergency events								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Monitor and mitigate key emergency risks	Deliver	Carry Forward	100%	100%	Progress against this activity was undertaken throughout 2021-22 and included boosting MRM/MEMO duty phone coverage to further support emergency communication; statutory fire prevention program and monitoring of 2021 storm impacts by the recovery team. These activities are ongoing and will continue into 2022-23.	Manager Community Strengthening	30/06/2022	Complete
• Leverage partnerships with key agencies and community groups to improve response to and recovery from emergency events	Facilitate/Partner	Carry Forward	100%	100%	Progress against this activity was undertaken throughout 2021-22 including multiple MEMPC meetings; close partnerships with CFA for fire prevention program; Vic SES for storm recovery efforts and DFFH, local health authorities & Food Bank for COVID-19 emergency health response and relief programs. Fire Prevention & storm related partnerships are ongoing and will continue into 2022-23.	Manager Community Strengthening	30/06/2022	Complete
• Contribute to Municipal Emergency Management Planning	Facilitate/Partner	Carry Forward	100%	100%	Progress against this activity was undertaken throughout 2021-22 and included the development of MRM/MEMO guidelines; council hosting & participation of the MEMPC and sub-committees. These activities are ongoing and will continue into 2022-23.	Manager Community Strengthening	30/06/2022	Complete
• Learn from emergency management response to improve future responses	Partner	Carry Forward	100%	100%	Progress against this activity was undertaken throughout 2021-22 including the recovery program from 2021 storms; regularly exercising and documentation of these lessons in the MRM/MEMO guidelines. These activities are ongoing and will continue into 2022-23.	Manager Community Strengthening	30/06/2022	Complete

Encourage active and healthy lifestyles for people of all ages and abilities								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Optimise accessibility and usage of open space and facilities through a program of development and renewals for open space, playgrounds and sporting infrastructure	Deliver	Completed	100%	100%	Funding of the development and renewal of open space facilities is identified and targeted with needs informed through the completion of master plans. Projects that have been completed include the Lancefield Park Oval Lighting project, the Gardiner Reserve change room pavilions, Sankey Reserve pavilion improvements. Funding has been secured for the Barkly Square playing surface redevelopment, the Macedon Ranges Regional Sports Precinct and a Community Equestrian Facilities Plan. Council has an ongoing playground renewal program to ensure that existing playgrounds are safe and accessible, including the purchase of a new playground for Ash Wednesday Park that will be delivered in September.	Manager Open Space and Recreation	30/06/2022	Complete
• Work in partnership with health, education and community organisations, including sporting clubs and community groups, to enhance opportunities for improved health, and participation in passive and active recreation	Partner	Completed	100%	100%	Healthy Heart of Victoria have delivered several projects throughout the quarter with some completed and some progressing into the new financial year. These include cooking programs, activation of walking routes and supporting community gardening and community kitchens. Key partners include Sunbury and Cobaw Community Health, Macedon Ranges Health, Goldfields Libraries and neighbourhood houses.	Manager Open Space and Recreation	30/06/2022	Complete
• Adopt the Municipal Public Health and Wellbeing Plan 2021-2025	Deliver	Completed	100%	100%	The Municipal Public Health and Wellbeing Plan 2021-2025 was adopted by Council in October 2021.	Manager Community Wellbeing	31/10/2021	Complete
• Adopt the Disability Action Plan 2021-2025	Deliver	Completed	100%	100%	The Disability Action Plan 2021-2025 was adopted by Council in October 2021.	Manager Community Wellbeing	31/10/2021	Complete
• Continue to deliver the actions for Elevate – Council's Youth Strategy 2018–2028	Partner	Completed	100%	100%	The Youth Services team have continued to deliver the 21/22 actions of Elevate.	Manager Children, Youth & Family Services	30/06/2022	Complete
• Facilitate/partner with health service providers within the community	Deliver/Partner	Completed	100%	100%	Several projects have been delivered under the Healthy Heart of Victoria program that were made possible by partnering with health service providers including Sunbury Cobaw Community Health and Macedon Ranges Health (including cooking programs and the Puppy Pride event)	Manager Open Space and Recreation	30/06/2022	Complete
• Participate in the Healthy Heart of Victoria (HHV) initiative to improve health and wellbeing outcomes in Macedon Ranges and advocate for ongoing funding	Deliver/Partner	Completed	100%	100%	Ongoing funding for Healthy Heart of Victoria has been secured for four more years to 2026	Manager Open Space and Recreation	30/06/2022	Complete

Engage families to promote the importance of early childhood education and health								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Work with the Department of Education (DET) to support current education reforms, such as the rollout of three-year-old kindergarten in the Macedon Ranges Shire and School Readiness Funding (SRF).	Facilitate/Partner	Completed	100%	100%	Work has continued to support current education reforms. Actions have included securing a building blocks planning grant to further progress planning for increased services as a part of 3 year old kindergarten roll out. MRSC has established a provider network to facilitate shared opportunities across the Shire.	Manager Children, Youth & Family Services	30/06/2022	Complete
• Provide and support access to quality kindergarten programs across the shire	Deliver	Completed	100%	100%	Council continues to deliver high quality services across its 8 kindergartens,	Manager Children, Youth & Family Services	30/06/2022	Complete
• Improve social connection for children and families with barriers to social engagement	Facilitate	Completed	100%	100%	The Early Years Service planner is working with the Child and Family Services alliance and other key stakeholders to consider unblocking systems issues which can be a barrier for engagement for families.	Manager Children, Youth & Family Services	30/06/2022	Complete
• Deliver the first-year actions for Council's Early Years Plan – CREATE	Deliver	Completed	100%	100%	All first year actions completed.	Manager Children, Youth & Family Services	30/06/2022	Complete
• Strengthen municipal planning of early years' services	Facilitate/Partner	Completed	100%	100%	In 21/22 Council developed and endorsed a Early Years Strategic pathway and CREATE which guides municipal planning of early years services in the shire.	Manager Children, Youth & Family Services	30/06/2022	Complete
• Explore feasibility of Macedon Ranges becoming a child friendly community	Facilitate	Carry Forward	100%	50%	This item has been carried forward noting a large component of this work has progressed with changes implemented by council as a result of changes to the Child Safe Standards	Manager Children, Youth & Family Services	30/06/2022	
• Continue to deliver maternal and child health, and early childhood services and programs, including immunisation and supported playgroups	Deliver	Completed	100%	100%	Services continue to be delivered.	Manager Children, Youth & Family Services	30/06/2022	Complete

Support our community to ensure better access and connection for facilities and services								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Continue to monitor the implication of aged care reform on Council's role in supporting older people	Deliver	Carry Forward	100%	100%	Council continues to be briefed on the changes to the aged care sector.	Manager Community Wellbeing	30/06/2022	Complete
• Become members of the Every Age Counts coalition and take the pledge to address ageism	Partner	Completed	100%	100%	Council took the Every Age Counts collation pledge at their June 2022 meeting. The pledge will now guide work into the new year to support Council to address ageism.	Manager Community Wellbeing	30/06/2022	Complete
• Advocate for access to health services locally	Facilitate/Partner	Completed	100%	100%	Council continues to work and partner with health services to work together to advocate for those requiring health services across the region. In the aged care space there have been 7 community information sessions in the year that has focused assisting older people and their carers to access services. This has been completed in partnership with other agencies.	Manager Community Wellbeing	30/06/2022	Complete
Assist to improve mental wellbeing within the community								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Continue to increase community awareness and resilience in relation to mental health through initiatives such as Live4Life.	Facilitate	Completed	100%	100%	Council continues to play a key role in this work, specifically in delivery mental health first aid, L4L program and support of MRSPAG	Manager Children, Youth & Family Services	30/06/2022	Complete
• Support and promote mental health by continued training of mental health first aid sessions through Live4Life and the Older Person Mental Health First Aid course	Facilitate/Deliver	Completed	100%	100%	Services continue to be delivered.	Manager Children, Youth & Family Services	30/06/2022	Complete
• Work with Commonwealth and state governments to advocate for the establishment of a youth mental health service in the Macedon Ranges Shire	Partner	Carry Forward	100%	100%	This priority project is progressing. Establishment of an advocacy group has occurred. Membership of this group is led by MRSC and comprise of key organisations and stakeholders that are invested in supporting young people's health and wellbeing in the Macedon Ranges. Moreover, the Advocacy Group includes young people, friends and families as well as health professionals to ensure that lived experiences are captured and appropriately represented in its advocacy activities. The group have finalised a document outlining key challenges within the shire for young people experiencing mental ill health and are developing a preferred model to adopt in Macedon Ranges.	Manager Children, Youth & Family Services	30/06/2022	Complete
• Continue to support phase 2 of Sunbury and Cobaw Community Health's Human Code project through the Healthy Masculinities Partnership Grant	Partner	Completed	100%	100%	Council supported this initiative via support for a number of activities including, Cut the Silence, The Tomorrow Man's six-week program.	Manager Children, Youth & Family Services	30/06/2022	Complete
• Continue delivering Live4life in secondary schools and the wider community across our shire	Partner	Completed	100%	100%	Program continues to be delivered.	Manager Children, Youth & Family Services	30/06/2022	Complete
• Develop and deliver a primary school-based mental health and wellbeing model for grade 5 and 6 students across our shire	Deliver	Carry Forward	100%	75%	There has been continued progress in this project with Tuning into Kids Training scheduled for June. Pilot schools have been selected and progression of pilot will occur in term 3. A community consultation surveys have been developed (school, parent, community) to gather feedback from community	Manager Children, Youth & Family Services	30/06/2022	

STRATEGIC OBJECTIVE - 3 BUSINESS AND TOURISM

We will foster economic vitality in a way that promotes positive individual and community health outcomes, including business diversity, housing, transport, information and communication technology, and employment options. Investment attracted to the shire will be consistent with Council's vision.

Encourage economic vitality (including tourism, agribusiness, buy local and local employment options)

ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Subject to Council adoption, commence implementation of actions contained in Year 1 of Council's Economic Development Strategy (EDS)	Implement/ Facilitate	Completed	100%	100%	Since its adoption, a number of Year 1 EDS actions were undertaken with good progress being achieved. This includes, but is not limited to, supporting employment growth with the development of new businesses such as Rationale in Kyneton and the Lancefield Brewery, profiling and promoting local businesses via the Business Excellence Awards 2022 process and the monthly E News, supporting the development of an additional childcare facility in Kyneton to catalyse re-entry into the workforce for parents and encouraging local spend via a shire wide Go Local First campaign. In addition the new GoTAFE Mobile Campus was supported to visit the shire to offer careers advice, provide information on tertiary courses available and provide job seeking skills training.	Manager Economic Development and Visitor Economy	30/06/2022	Complete
• Progress the Events Strategy 2021–2025, including development of the Autumn Festival	Deliver	In Progress	100%	75%	The Macedon Ranges Autumn Festival was successfully staged for the second year. The Pie and Tart Trail was a new initiative for the festival in 2022, receiving positive feedback from visitors and traders. Planning for the 2023 festival is now underway. The landing page for event planning has been updated on Council's website, and an online application form for event approvals has been introduced.	Manager Economic Development and Visitor Economy	30/06/2022	
• Progress the Rural Land Use Strategy (incorporating the 'In the Farming Zone Strategy') to Council for decision, and consider implementation into the Macedon Ranges Planning Scheme	Deliver	In Progress	70%	60%	A Report is being prepared responding to themes and individual submissions received in response to the draft Strategy released in 2021. The development of this report in conjunction with Councillors will help determine the direction and further work that may be needed to explore the issues submitters raised.	Manager Strategic Planning and Environment	30/06/2022	30/06/2023
• Continue delivering actions from the Arts and Culture Strategy 2018–2028	Deliver	Completed	100%	100%	Delivery of actions from the Arts and Culture Strategy is on-track and ongoing. Q4 saw a strong return of shows to the Kyneton Town Hall, completion of the Biodiversity Exhibition at the Kyneton Museum and the subsequent tour of exhibit pieces to different venues around the Shire, the development and delivery of three projects creating artistic experiences around 22 different sites, activating key shopping and dining precincts. We have continued to foster strong partnerships within Council and with external stakeholders and community groups, to provide opportunities for people to participate in the arts (e.g. Urban Sea Shanties Community Choir project).	Manager Community Strengthening	30/06/2022	Complete

Support local industry sectors that align with our vision strategies								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Continue to support local Business and Tourism Associations (BATAs) and industry-sector peak bodies, and look to have geographic and industry sector coverage	Partner	Completed	100%	100%	Quarterly Business and Tourism/Industry Sector Stakeholder forums were hosted by Council officers with this now being well supported and seeing strong outputs in terms of both information flow and advocacy efforts. A communication link was established with key main street businesses in Malmesbury, leading to improved engagement that can be built on over time. With the Agribusiness Forum folding during 2021-2022, the offer to support the sector, should there be a desire to form an independent agri-sector body to act as an advocate/voice for this important local industry, was communicated.	Manager Economic Development and Visitor Economy	30/06/2022	Complete
• Continue to increase the engagement of the business community with the Macedon Ranges Shire Council Business Awards	Deliver	Completed	100%	100%	The 2022 Business Excellence Awards process was progressed according to scheduled timelines. All required components for a success were completed with the event company being chosen and contracted, the categories confirmed and promoted, applications process opened and the options for the gala event venue investigated.	Manager Economic Development and Visitor Economy	30/06/2022	Complete
• Continue to provide a package of support measures for the community and local businesses to assist the shire's recovery from the COVID-19 pandemic	Deliver	Completed	100%	100%	A significant package of support activities were delivered to aid business recovery. The third round of the Business Continuity and Resilience Program (BCRP2022), saw 95 applications approved for vouchers. On site business mentoring across the shire helped hundreds of local businesses stay in touch with current restrictions and support mechanisms as well as keep themselves, their staff and customers safer. Providing financial and other support for outdoor activations and performances also helped businesses and communities get back to a more normal existence.	Manager Economic Development and Visitor Economy	30/06/2022	Complete

Support small business and the local economy								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
<ul style="list-style-type: none"> • Deliver obligations under Small Business Friendly Charter: <ul style="list-style-type: none"> - Deliver 14-day payments to local suppliers - Engage with businesses - Streamline business applications - Help set up and support local business networks 	Deliver	Completed	100%	100%	<p>Local suppliers were (and will continue to be) paid in a 14 day cycle helping with their cash flow. Considerable progress was made in creating awareness of the need to keep businesses informed about up-coming infrastructure works and methods to mitigate the impact continue to be a focus.</p> <p>Local business networks received ongoing support via the stakeholder forum and COVID-19 support initiatives. A strong partnership with the Macedon Ranges Accommodation Association (MRAA) led to delivery of a Digital Health Check training program for MRAA members and others involved in the local visitor economy. A second iteration of this method of delivery of business training (i.e.. a partnership approach) was planned.</p>	Manager Economic Development and Visitor Economy	30/06/2022	Complete
<ul style="list-style-type: none"> • Support the local economy by encouraging procurement to be undertaken locally 	Facilitate	Completed	100%	100%	<p>A review of the adopted procurement policy confirmed that it references local businesses at a number of points. It also has a provision built in for treating local businesses favourably while balancing other key considerations including value for money, probity and fair processes.</p>	Manager Economic Development and Visitor Economy	30/06/2022	Complete

Engage with emerging technology solutions and initiatives to increase the liveability of the shire								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
<ul style="list-style-type: none"> • Advocate for improved communications infrastructure 	Advocate	Completed	100%	100%	<p>Improved telecommunications infrastructure and services were initiated by providers in Kyneton, Woodend, and Gisborne South. Onsite visits with Telstra in Woodend, Kyneton and Gisborne South to discuss options, challenges and timelines were undertaken. A letter of support for a Tylden base station was provided for a Telstra co-funding application. Letters to State and Federal government representatives and telecommunications service providers, advocating for improved services across the shire, (and outlining known poorly serviced locations) were distributed.</p>	Manager Economic Development and Visitor Economy	30/06/2022	Complete

STRATEGIC OBJECTIVE - 4 DELIVER STRONG AND RELIABLE GOVERNMENT

We will demonstrate the qualities of good governance, including a clear vision and culture, transparency, respect, consistency, accountability and responsiveness.

Ensure sustainable financial management and the strategic allocation of resources to deliver planned infrastructure and services

ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Develop and implement a new Risk Strategy and Strategic Risk Register	Deliver	Delayed	100%	90%	The new Coordinator Risk and OHS has been appointed and commenced redeveloping the Risk strategy and registers. Currently the strategy is awaiting endorsement by Executive. The strategic risk register has been created and is currently being consulted on with all levels of management.	Manager People, Risk and Wellbeing	30/06/2022	
• Develop and implement a new procurement policy (for adoption by or before 31 December 2021)	Deliver	Completed	100%	100%	The procurement policy was adopted at the Council meeting held on the 24th November 2021.	Manager Finance and Reporting	31/12/2021	Complete
• Regularly review and update long-term financial and infrastructure planning to guide our budget decisions to ensure they are responsible and sustainable	Deliver	Completed	100%	100%	Officers reviewed and updated the long term financial plan during the preparation of the 2022/23 budget. The updated long term financial plan provided information for years 2-4 of the 2022/23 budget. Further work will be undertaken as a result of Council adopting the Asset Plan 2021-2031 at the June 2022 Council Meeting.	Manager Finance and Reporting	30/06/2022	Complete
• Deliver a new project management framework and software for delivery of capital work projects	Deliver	Completed	100%	100%	New project management framework and software has been implemented.	Manager Assets and Project Management Office	30/06/2022	Complete

Enhance strategy, policy and plan development, and identify alignment to allow for prioritisation of services that are efficient, well planned, accessible and meet community needs

ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Develop and adopt a Workforce Plan to meet the requirements of the Local Government Act 2020	Deliver	Completed	100%	100%	Workforce Plan was developed and adopted by 31 December 2021 as per the legislative requirement.	Manager People, Risk and Wellbeing	31/12/2021	Complete
• Continue to identify and implement agreed actions from employee surveys	Deliver	In Progress	75%	75%	Actions on track to be achieved in line with action plan and timeline.	Manager People, Risk and Wellbeing	30/06/2022	
• Provide appropriate training and development of staff to ensure continuous improvement and access to the required skills	Deliver	Completed	100%	100%	New eLearning platform successfully implemented offering a range of development and training for all staff.	Manager People, Risk and Wellbeing	30/11/2021	Complete

Enhance strategy, policy and plan development, and identify alignment to allow for prioritisation of services that are efficient, well planned, accessible and meet community needs (cont)								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Support and resource the effective operation of Council's Audit and Risk Committee	Deliver	Completed	100%	100%	Officers continue to work with members of the Audit and Risk Committee to ensure the Committee remains effective. The Audit and Risk Committee met on 6 occasions for the 12 months ended 30 June 2022. Dates of the meetings were 18 August 2021, 10 September 2021, 15 September 2021, 1 December 2021, 2 March 2022 and 11 May 2022. The next scheduled Audit and Risk Committee meeting is 17 August 2022.	Manager Finance and Reporting	30/06/2022	Complete
• Develop and adopt a suite of new governance related policies and procedures as required by the Local Government Act 2020	Deliver	Completed	100%	100%	Council adopted the following policies, plans and reports for the 12 months ended 30/06/2022. 2022/23 Budget, 2021-2031 Council Plan (Year 2 Actions 2022/23), Fraud and Corruption Policy and Plan, Gender Equality Plan, Workforce Plan, Asset Plan 2021-2031, Community Engagement Policy, Risk Management Policy, Chief Executive Officer Employment and Remuneration Policy, Complaints Policy, Procurement Policy and the 2020/21 Annual Report.	Manager Finance and Reporting	30/06/2022	Complete
Lead advocacy engagement and enhance relationships with all tiers of government and key stakeholders								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Actively participate in community and government networks and regional alliances	Facilitate/Partner	Completed	100%	100%	Officers and Councillors actively participate in the following community and government networks and regional alliances: Loddon Campaspe Council meetings, Loddon Campaspe Regional Partnership Forum meetings, MAV Technology (Sector wide IT group), Loddon Mallee Regional Procurement Network, Hanging Rock Ministerial Advisory Group, Loddon Campaspe Transport Working Group, MAV Emergency Management Board Advisory Committee, Goldfields Library Corporation, Regional Directors Meeting, Macedon Ranges Safety Committee, Municipal Emergency Management Committee, Start-up Central Vic, Invest Loddon Mallee, Bendigo City and Region of Gastronomy, Regional Employment and Innovation Corridor, Victorian Tourism Industry Council, Macedon Ranges Accommodation Association, Daylesford Macedon Tourism, Macedon Ranges Vignerons Association, Tourism Macedon Ranges, Macedon Ranges BATA group Network, Romsey BATA, Woodend Traders, Kyneton Business Network, Loddon Mallee Regional Relief and Recovery Plan Review group	Manager Finance and Reporting	30/06/2022	Complete
• Establish a Child and Family Services Network	Facilitate/Partner	Completed	100%	100%	Network established	Manager Children, Youth & Family Services	31/03/2022	Complete

Enhance customer experience through the transformation of our services to ensure they are easy to access, and provide seamless transactional and interactional experiences								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Review Council's Complaints Handling Policy to ensure a flexible approach that assists people with varying abilities to outline their concerns in a variety of ways	Deliver	Completed	100%	100%	This action has been completed.	Manager People, Risk and Wellbeing	31/12/2021	Complete
• Develop and implement the Customer Experience Strategy	Deliver	In Progress	25%	15%	Consultants were engaged to undertake a process review, "Responding to our Customers". This report was finalised in quarter three and includes key recommendations to improve how Council's customer request management is undertaken. A review of the Community Engagement Policy is also underway. These two pieces of work will feed into the development of the Customer Experience Strategy.	Manager Community Strengthening	30/06/2022	
• Develop and implement the Community Engagement Framework	Deliver	In Progress	50%	50%	The Community Engagement Policy was adopted at the June Council Meeting and will provide Council staff with a policy on how to engage with members of the community. This policy was a product of community consultation and an external review process. The next stage will be to implement engagement guidelines to aid our activities.	Manager Communication and Engagement	30/06/2022	
• Council will pilot web chat software to enhance the customer experience	Deliver	Completed	100%	100%	This action has been completed.	Manager People, Risk and Wellbeing	31/12/2021	Complete
• Improve our digital platforms, ensuring they are fully accessible for all residents and ratepayers	Deliver	Completed	100%	100%	<p>Monthly videos with the Mayor have been implemented following the Council meetings and these are distributed on our Facebook page to provide feedback to the community on decisions that are made at Council meetings. This is another way of ensuring timely and effective communication is provided to our residents and ratepayers about projects and issues that are relevant to them. Last year, Macedon Ranges Shire Council established the 'Get the Job Done' campaign in collaboration with local partners; Sunbury Cobaw Community Health, Central Highlands Rural Health and Hepburn Shire Council.</p> <p>Leading into winter, we have installed 'Get the Job Done' branded signage at various locations throughout the Macedon Ranges Shire, recommending locals and visitors alike are 'up to date' with COVID-19 vaccination and consider receiving the Flu shot.</p> <p>This signage was printed onto corflute material with eyelets located in each corner for easy mounting onto fencing. To date it has been installed at 25 sporting grounds and community facilities across the shire.</p>	Manager Communication and Engagement	30/06/2022	Complete

Support transparent and evidence-based decision making through sharing Council data and clear reporting on our measures of success to the community								
ACTION	COUNCIL ROLE	STATUS	TARGET % COMP.	ACTUAL % COMP.	PROGRESS COMMENTS	KEY CONTACT	COMP. DATE	PROGRESS
• Ensure compliance with legislative external reporting and disclosure obligations, and ensure internal reporting frameworks are delivered to demonstrate transparency to the community	Deliver	Completed	100%	100%	Quarterly reports were presented to Council in accordance with section 97(1) of the Local Government Act 2020. Listed are the dates of each Council meeting that each quarterly reported was adopted. Quarter Report 1. June 2021 - 25/08/2021, Quarter Report 2. September 2021 - 24/11/2021, Quarter Report 3. December 2021 - 23/02/2022, Quarter Report 4. March 2022 - 25/05/2022	Manager Finance and Reporting	30/06/2022	Complete
• Strengthen community engagement practice and relationships with the implementation of a Community Engagement Policy and procedures	Deliver	Completed	100%	100%	The Community Engagement Policy was adopted at the June Council Meeting and will provide Council staff with a policy on how to engage with members of the community. The next stage will be to implement engagement guidelines to aid our engagement processes. Council lit up the Kyneton Town Hall in support for Ukraine in May and also for elder abuse awareness in June. Communications supported these campaigns with media releases, promotional material and online promotion.	Manager Communication and Engagement	30/06/2022	Complete

SECTION 4

Customer Service

This summary provides an overview of Council's Customer Service Operations in relation to customer service standards.

Customer service standards

Customer service standards are used to measure the quality of customer service, and are defined in Council's Customer Service Charter and Complaints Policy.

Customer service standards set the timeframes (standard of responsiveness) for responding to phone calls, emails, requests for service, correspondence and complaints. The timeframes are:

Method of contact	Response time
Phone	Calls answered within 30 seconds
Mail (including fax)	Respond within 10 working days
Request for service	Respond within 10 working days
Complaints	Respond within 10 working days

To measure our performance and assist staff to meet this standard of responsiveness, Council software systems, which register mail and record requests for service, have been configured to record how we respond to customers.

Standard of responsiveness for the quarter

Table 1 – Customer Request Status (Responsiveness) Q4, 2021/2022

Customer Request Status (Responsiveness)												
1 April 2022 to 30 June 2022	Total requests received		Requests responded to and completed on time (within 10 working days)		Requests responded to and completed late (more than 10 working days)		Requests responded to and not yet due		Overdue requests		Unactioned requests (at logged status)	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
	TOTAL	5261	100%	3386	64.36%	1016	19.31%	628	11.94%	140	2.66%	65

The Customer Request Status results in Table 1 apply to the whole organisation, not just the Customer Service Team

This quarter's request for service metrics compared to last quarter.

Total requests received for this quarter (*5261) was 1311 less than Q3 (6572).

Overdue requests this quarter totalled 140; down from 205 in Q3.

Requests completed on time has increased this quarter (64.36% compared to 57.11% in Q3). Overall completion rates are higher this quarter 83.67% (64.36% plus 19.31%) compared to 78.12% in Q3.

Requests responded to but not yet due has decreased from 14.79% (Q3) to 11.94% (Q4). The decrease of requests can be attributed to no emergency event declarations, and improved response to residents.

Unactioned requests has decreased from 3.56% (Q3) to 1.24% (Q4). These requests are in progress but are not overdue at the reporting date.

*It has been identified that there is a discrepancy between the total requests received (5261) to the actual figures in Table 1 (3386 plus 1016, 628, 140 and 65 = 5235). This is currently being investigated.

Table 2 – Calls Received, Answered and Abandoned Q4, 2021/2022

Calls Received, Answered and Abandoned						
1 April 2022 to 30 June 2022 PHONE QUEUES	Total Calls Received		Total Calls Answered		Total Calls Customer Abandoned	
Customer Service Team	14234	81.50%	13002	91.34%	1232	8.66%
Other Departments	3232	18.50%	2791	86.36%	441	13.64%
TOTAL	17466	100%	15973	91.45%	1493	8.55%

Calls for the Planning Team are received via Customer Service. Calls to other departments will often overflow to the Customer Service team.

This quarter's call metrics compared to last quarter

Total calls received by the Customer Service team this quarter (14234) was 1390 calls less than Q3 (15,624). The volume difference can be attributed to no emergency events declarations, and improved communication to residents.

The average customer ring wait time for the call to be answered is 35.67 seconds. It is sitting slightly above the target standard response time.

SECTION 5

People, Risk & Wellbeing Report

This summary provides an overview of Council's People, Risk & Wellbeing operations in relation to risk management and potential impact on Council. The statistical information supporting areas such as Worker's Compensation, Council's Pandemic response (internal), Customer Service responsiveness and Transformation's Service delivery update.

People & Culture

Staff overview per Directorate

Table 1: Staff numbers as at 30 June 2022

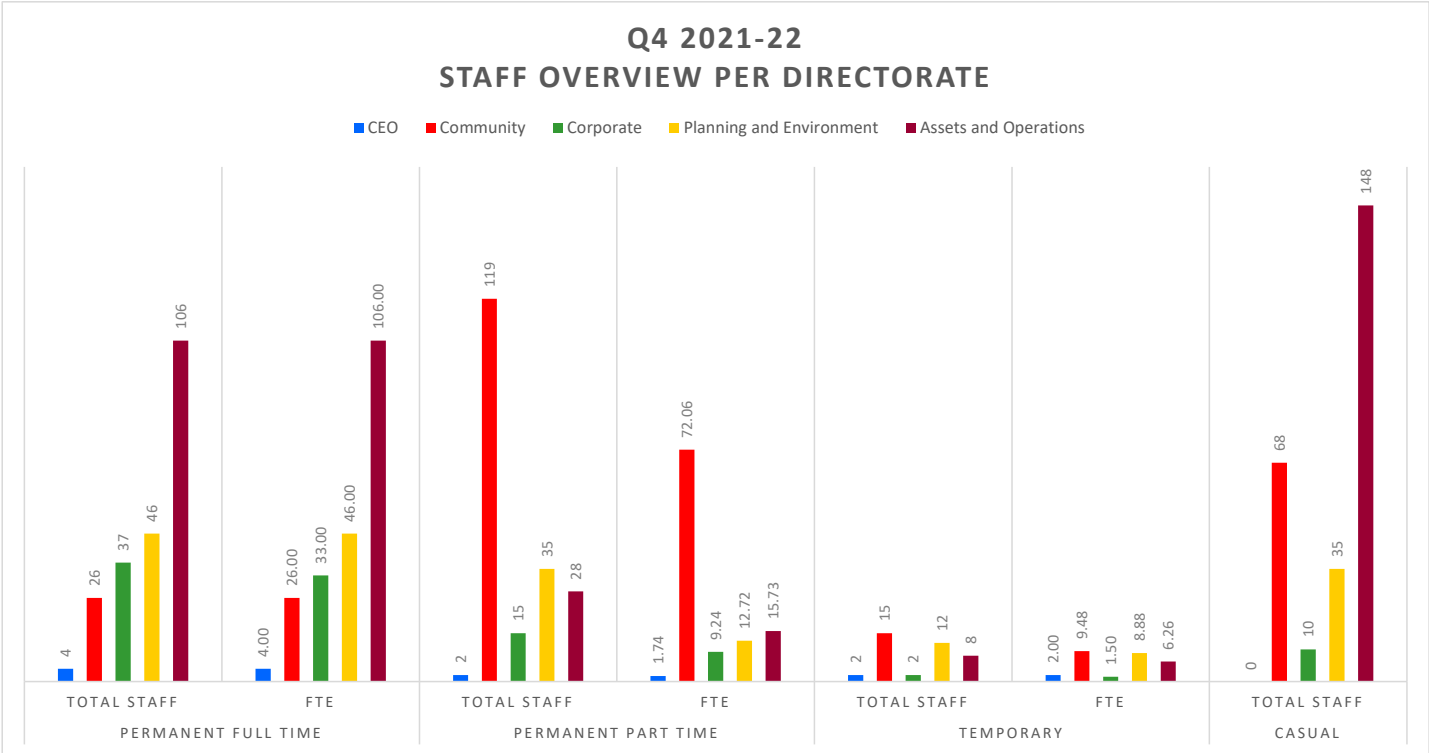


Table 2: Comparative staff turnover

This is based on the Local Government Performance Reporting Framework (LGPRF) model for reporting turnover and does not include fixed term staff of 6 months or less or casual employees.

Financial Year	Quarter	Staff Turnover %
2020-2021	Q4	4.09%
2021- 2022	Q1	4.50%
	Q2	5.44%
	Q3	5.00%
	Q4	3.52%

Pandemic response

- Council are updating its Covid Safe Plan and reviewing the Covid policy to ensure alignment with state wide directives. Ongoing communication is provided to staff on Covid safe practices in line with State Government advice and directives.
- Council are seeing a rise in Covid cases as winter deepens, which is consistent with state wide trends. Council are managing outbreaks as they occur and are supporting managers to manage their teams and any additional restrictions required to prevent the further spread. Council are continuing to record cases and follow all required reporting procedures.

Wellbeing

Staff wellbeing continues to be a focus and regular reminders are sent to staff in relation to the Employee Assistance Program (EAP) provided through Converge.

There have been six new service referrals during the quarter.

De-identified EAP access statistics for the quarter are provided below. There has been a rise in statistics in comparison to last quarter; however, we still have a lower-than-average utilisation rate. Our EAP provider Converge International, provide statistics using a comparison of all their clients within the Public Administration and Government industry sectors.

Table 3 – Employee Assistance Program statistics as at 31 March 2022



Learning & Development

With the easing of COVID-19 related restrictions, we have been able to introduce more face-to-face training opportunities. This has been particularly beneficial for courses that focus on customer service and interaction. However, Microsoft Teams and Zoom are preferred when there is a need to engage many attendees, for example, in the Gender Impact Assessment Workshops. Particularly with remote working arrangements in place.

Table 10 – Internal and external professional development training Quarter 4 - 2021/2022

Course Name	Workshop Date/s	Attendees	No. of pax
Proofpoint Email Filtering System	26 April 2022	A short introductory session for Council Officers on how email filtering works and how to navigate your way around Council's new email filtering system PROOFPOINT.	1
Project Lifecycle Management – Project Idea and Business Case	30 May and 31 May 2022	This training is aimed at Project Sponsors, Managers, Project Executives and Project Assurances that covers the entire process of creating a project in the project lifecycle management system and submission for review/approval.	33
Project Lifecycle Management – Project Delivery (part 1 of 2)	2 June 2022	This training is aimed at project Managers and Project Executives that cover the entire process of Project delivery covering the creation of Project Initiation Document (PID), associated entities and work orders in the project lifecycle management system.	18
Project Lifecycle Management – Project Delivery (part 2 of 2)	3 June 2022	This training is aimed at project Managers and Project Executives that cover the entire process of Project delivery covering the creation of Project Initiation Document (PID), associated entities and work orders in the project lifecycle management system.	20
Project Lifecycle Management – Reporting	6 June 2022	This training is aimed at Project Managers, Project Executives, Project Sponsors and all staff have an understanding on Project reporting within Project lifecycle Management (PLM).	26

All First Aid and CPR courses were delivered in classroom based training, moving away from the blended learning style in Q3.

Table 11 - Mandatory training Quarter 4 - 2021/2022

Course Name	Date/s	No. of pax	Training Provider
CPR Assessment	7 April 2022	20	Australian Pacific Training Solutions
CPR Assessment	28 April 2022	2	Australian Pacific Training Solutions
First Aid (inc. CPR) Assessment	28 April 2022	7	Australian Pacific Training Solutions
CPR Assessment	1 June 2022	14	Australian Pacific Training Solutions
First Aid (inc. CPR) Assessment	1 June 2022	1	Australian Pacific Training Solutions
CPR Assessment	23 June 2022	8	Australian Pacific Training Solutions
First Aid (inc. CPR) Assessment	23 June 2022	13	Australia Pacific Training Solutions

Internal systems training sessions have been conducted online as many staff continue to work from remote locations. This is working well in most instances. However, we will work closely with the Records team and recommend that Content Manager Training is also offered in a classroom environment because of the feedback received some attendees.

Due to the departures of the Learning and Development team, June's corporate Induction was cancelled. Inductions have been scheduled for 1 per month for the next 4 months with larger attendance capacities to make up for the cancelled event.

Table 12– Internal training Quarter 3 - 2021/2022

Course Name	Sessions held	No. of pax	Course Name	Sessions held	No. of pax
Ci Anywhere – Supervisor's Overview	3	3	MRSC Procurement Policy training	2	6
Ci Anywhere – Officer's Overview	5	14	My Core Financials – TechOne	3	11
Content Manager – Introductory training	4	14	P2P My Procurement and Supply Chain	2	10
Corporate Induction	1	10	Pathway – Customer Requests Module	3	10
OpenCities Content Management System	-	-	Recruitment Policy Information Sessions	4	20

Tertiary Study Assistance Policy

Following a period of consultation with interested parties including the Early Years team, and the Staff Consultative Committee the new Tertiary Study Assistance Policy was endorsed and made available via the intranet in Q2.

Three staff members have submitted Tertiary Study Assistance requests under the new policy, all of which have been approved.

Risk Management Update 2021-2022 Quarter 4

Risk Management

New Coordinator Risk and OHS commenced May 2022.

Framework

1. **Risk management strategy** - The Risk Management Strategy has been further reviewed with more actions planned for the next two years to support the policy and the organisation to achieve its desired risk culture. This is in draft and will be provided at the next Audit and Risk Committee meeting.
2. **Risk management policy** – This has been endorsed by Council in the April. Revisions to the policy are occurring with a plan to seek endorsement in early 2023. Changes include, updates to the risk appetite statements and the likelihood and consequences descriptions.
3. **Risk management process** – A risk management process has been created to support a consistent and comprehensive approach to risk management across Council. Process is in draft and with a view to rollout training in the process in due course.

Tools

A series of new tools have been created to support risk management at Macedon Ranges Shire Council, these include:

- New risk register template
- PESTLE and PRACKIF tools
- Stakeholder matrix
- Communication strategy template

Risk profile

The operation risk profile has been reviewed in consultation with managers across Council. Once risk management process has been endorsed, operational risks will be managed as per the risk management process.

The strategic risk profile workshop is scheduled with ELT in July.

Business continuity

To support business continuity efforts across council, the Risk Management Committee will oversee the development of a Business Continuity Strategy which will support the following Council processes:

- Undertake risk assessment to identify risks that affect Councils operations
- Support business impact assessments across Council
- Develop the business continuity strategy including strategy determination and selection
- Establish and implement consistent business continuity procedures across Council
- Implement testing and ongoing review of the business continuity plan

Insurance**General**

Council's 11 lines of insurance through JLT successfully renewed as well as Council's Commercial Crime, Professional, and Public Liability policies through LMI / MAV.

Claims

The Risk Unit received 36 reports of new claims during Quarter 4 2021/2022. Of these 29 failed to meet Council's claim requirements. The remaining seven claims were against Council's Fleet, Cyber, Sportscover and Public Liability insurance lines. One public liability claim remains open with the view to settling on an ex-gratia basis.

Council Building/Assets claims

No new JMAPP claims were lodged this quarter.

Council received a part-settlement payment of \$27,979 for the 26-28 January 2022 storm with further recovery payments to come in due course.

Council's claim for the Old Kerrie School, which was declared a total loss October 2021, remains in abeyance pending community/council consultation.

Fleet

Three new fleet claims lodged for Quarter 4 2021/2022.

Cyber Liability

One Cyber Liability New Claim Notification was lodged during Q4 2021/2022. The claim was in response to a suspected cyber attack. It is yet to be determined if the claim will exceed the \$20,000 excess threshold which may result in the claim being withdrawn.

Sportscover

Two potential sports cover claims were received during Q4 2021/2022. One has progressed to Sportscover where they will handle the matter directly with the claimant.

Public Liability / Professional Indemnity

There were 11 reports of injury to members of the public. These were assessed as potential public liability claims. Of these 11 reports, three resulted in the lodgement of a formal New Claim Notification with Council's Public Liability and Professional Indemnity insurer LMI. One remains open with the view to offering settlement on an ex-gratia basis.

Of the three claims lodged with LMI, two relate to public liability claims, the remaining one relates to a professional indemnity claim.

One of the two public liability claims relates to an incident at Hanging Rock dating back to 2016. This matter currently sits with DELWPs insurer VMIA, however the matter was reported to LMI as per the policy terms and conditions.

Insurance – Roads and Footpath professional development

Various MRSC Council Officers' responsible for roads and footpaths attended a training session facilitated by the MAV during Q4 2021/2022. The session covered Council's obligations under the Road Management Act and explained how to record and respond to incidents where members of the public have injured themselves. This training will reduce Council's Public Liability risks.

Safety & Wellbeing

In Quarter 4 2021/2022, we have had 106 reports of incidents/hazard/near miss and report only identifications. Compared to quarter 3 2021/2022, which had 104 reports.

Table 6: Type of incident

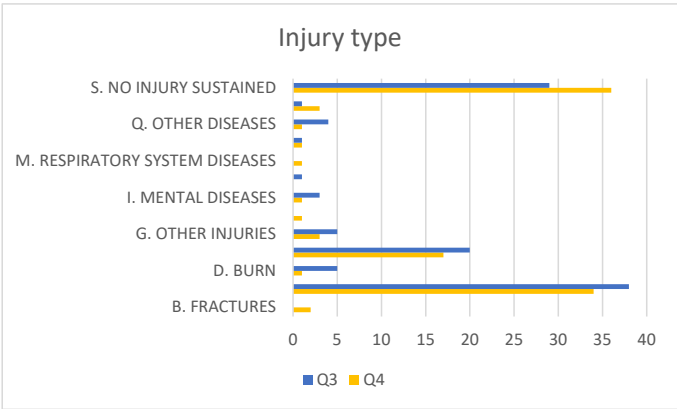


Table 7: Who was involved in incident

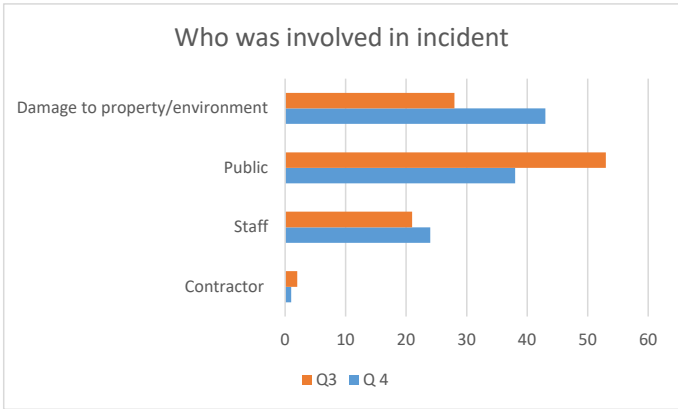
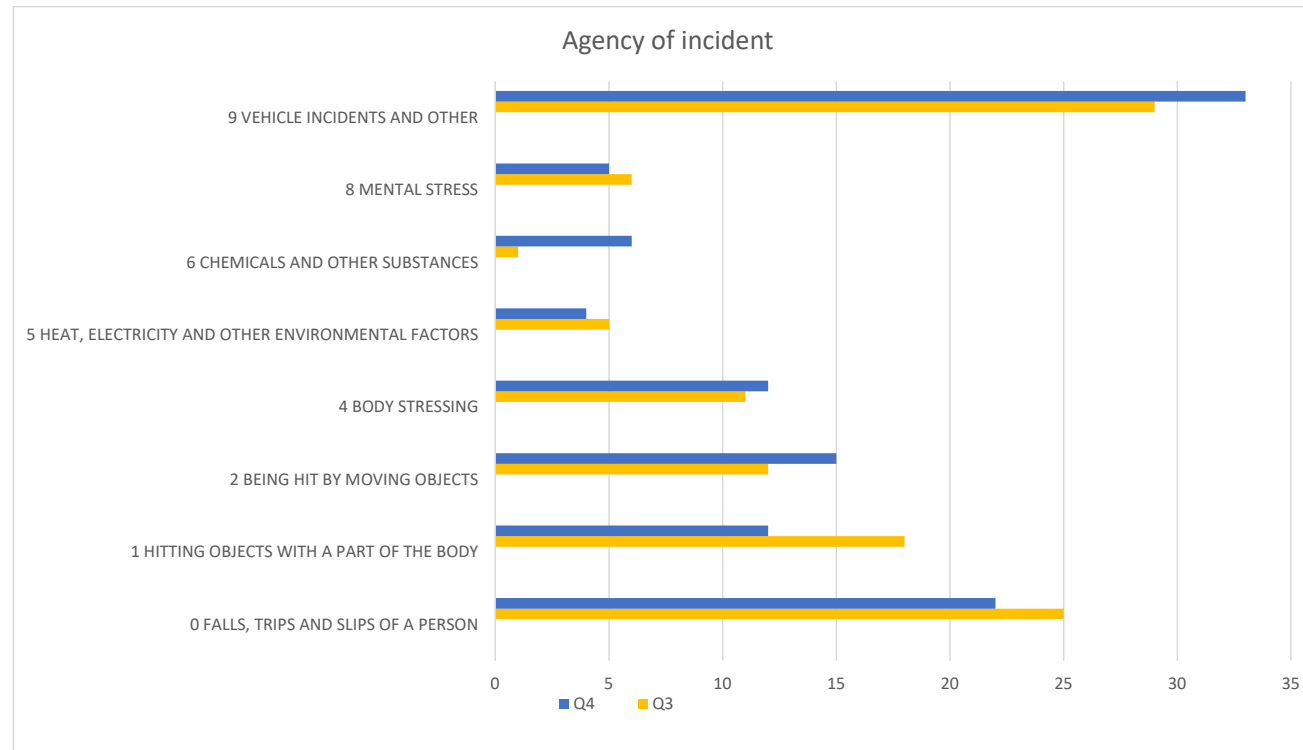


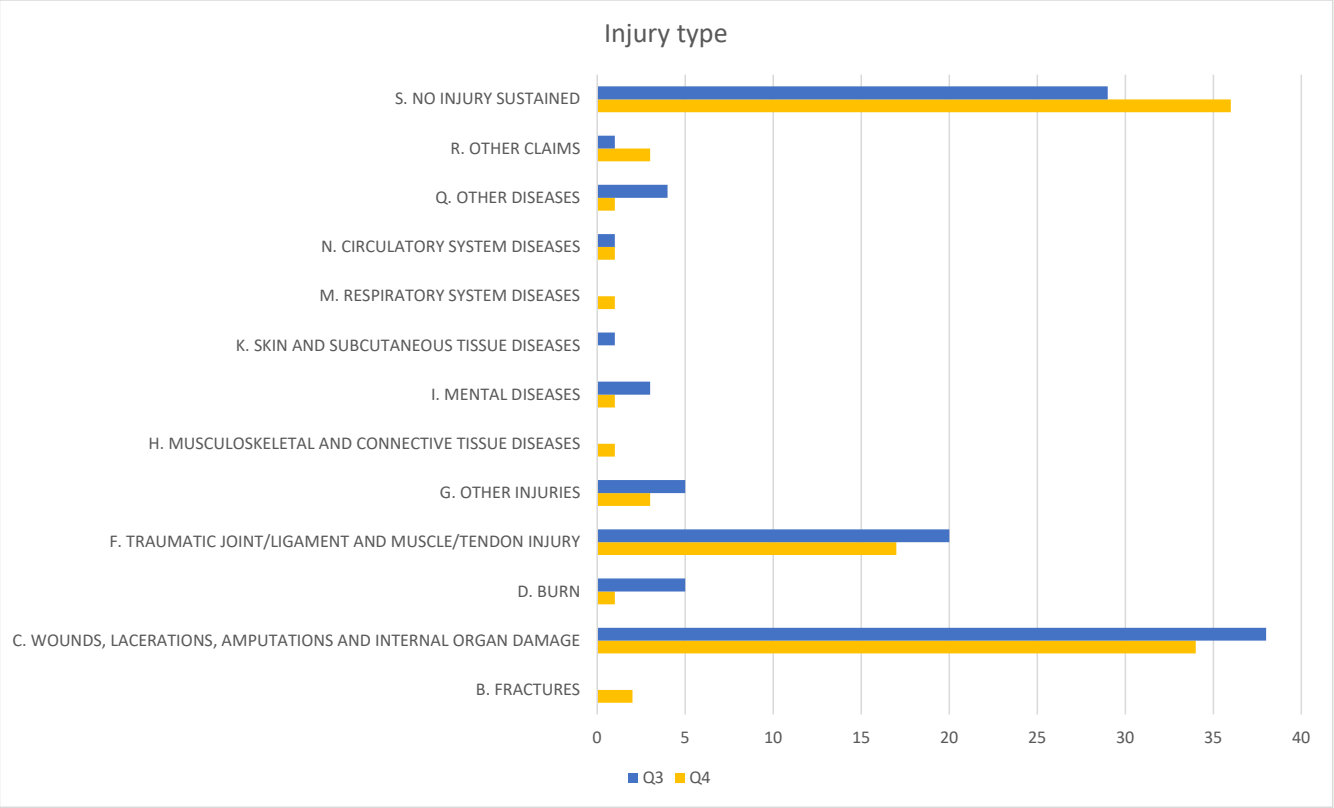
Table 8: Cause of the Incident



In Q4 2021/2022 the largest cause of reports was vehicle and other incidents, followed by falls, trips and slips, this is consistent with Q3 2021/2022 trends. The majority of the vehicle and other incidents caused no injury, with two causing moderate injury.

-

Table 9: Injury type



The majority of incidents are within the ‘wound, laceration, amputation and internal organ damage’ category (all minor injuries) followed by no injury sustained at all. Q4 2021/2022 is consistent with the injuries caused in Q3 2021/2022.

SECTION 6

Implementation of Council Resolutions

The implementation of Council decisions without undue delay is a fundamental function and responsibility of the Chief Executive Officer. In practical terms this responsibility is delegated to the relevant Council Officers.

This report provides a progress report on the actions undertaken by staff to implement the decisions made by Council at Scheduled and Unscheduled Council Meetings and Delegated Committee Meetings during the quarter and includes any previous decisions of Council that are yet to be completely implemented.

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
AO	27-Feb-19	Ordinary	Notice of Motion No. 10/2018-19 – Councillor Jennifer Anderson That Council refer to the budget process the development of a policy for management of bluestone assets owned and/or managed by Council.	Continuing to utilise the guide as is, in draft. The heritage advisor review comments have been noted and some taken into account. Others are more appropriate within a planning context and not an asset management context. Final draft distributed to key stakeholders for review. Expected 100% completion in August 2022.	Director Assets and Operations	In progress	95%
PE	27-Feb-19	Ordinary	Planning Scheme Review project: Bring a report back to a future Council meeting outlining the implementation plan for the planning scheme review That Council resolve to: 1. Adopt the final Macedon Ranges Planning Scheme Review report (February 2019) at Attachment 1; 2. Submit the report to the Minister for Planning pursuant to Section 12B (5) of the Planning and Environment Act 1987; 3. Develop an implementation plan by assessing the strategic priority and resourcing requirements of the recommendations contained in the report, as well as Council's current strategic planning work program, State planning processes and legislative requirements; 4. Bring a report back to a future Council meeting, outlining the implementation plan, including outlining opportunities for Community Reference Group members to be involved in the implementation, as referred to in point 3 of this resolution; and 5. Dissolve the Community Reference Group and write to thank them for their input into the Planning Scheme Review.	A report was presented to Planning Delegated Committee on 13 April 2022 that supersedes this resolution	Director Planning and Environment	Completed	100%
AO	26-Jun-19	Ordinary	Notice of Motion No. 24/2018-19 – Councillor Jennifer Anderson That officers provide information to Councillors at a future Councillor Briefing regarding: 1. The current use of recycled products in construction projects (including the purchase of materials and equipment) and current involvement in trial projects for the use of recycled material; and 2. Additional resources that may be required to: a. understand current industry recommendations, practices and cost implications of implementation of an increase in use of the recycled products; and b. participate in or undertake trial projects in the use of recycled products. with a view to this information being used to help inform future policy and budget decisions about the use of recycled products in Council projects.	Action continuing - Council officers are continuing to explore potential grant opportunities to fund investigation of the application of locally sourced material with the use of recycled projects. The overall project will take place over a 12 month period and will look at the application of recycled material mixed with road construction material. Officers will develop guidelines on the adequate use of recycled materials, noting that external agencies such as Australian Road Research Board have commenced the development of guidelines. Council recently undertook a road construction project in Station Street Riddells Creek which used recycled materials in the asphalt applied, the learnings from this will assist in informing the guidelines. Resolution 1: Briefing Scheduled in Q2 2022-23 Resolution 2: Officers currently engaged with Australian Road Research Board and other councils to refine initiative to implement in the future, noting that use of recycled material in Station Street Riddells Creek.	Director Assets and Operations	In progress	90%
COR	28-Aug-19	Ordinary	Proposed land swap and boundary realignment at Walshes Road, Woodend That Council: 1. Proceed to commence the statutory process to exchange land in accordance with Attachment 2, by publishing a public notice proposing to undertake a minor road deviation, road declaration and land exchange; 2. In accordance with Section 223 of the Act, provides any person the opportunity to make a submission within 28 days of the day of the notice and if requested provides the opportunity to any person to be heard at a meeting to be held on 16 October 2019 at the Gisborne Administration Centre; 3. Be presented with a report at the 23 October 2019 Ordinary Council Meeting to consider the submissions and the approval of transfers; 4. On the basis that no submissions be received at (2) above: a) Approve the transfer of land under the land swap; b) Advertise a government gazettal notice to declare the realigned section of Walshes Road a government road; and c) Authorise the Chief Executive Officer to sign the necessary documentation to enable the land swap to occur. 5. Endorse the rezoning of the land described as Volume 06019 and Folio 750, Lot 1 on TP879826E, Parish of Tylden from Public Use Zone to Rural Conservation Zone; and 6. Endorse the rezoning of land at (5) above as the basis to prepare Planning Scheme Amendment C138macr a) Request Authorisation from the Minister for Planning to prepare Amendment C138macr pursuant to Section 9 of the Planning and Environment Act 1987 i. Upon receipt of authorisation, make any changes necessary to comply with conditions of authorisation ii. Upon satisfaction of any conditions of authorisation, exhibit Amendment C138macr pursuant to Section 19 of the Planning & Environment Act 1987.	Discussion underway with new property owner.	Director Corporate	In progress	85%
PE	28-Aug-19	Ordinary	Proposed changes to flood mapping in Kyneton – Request to proceed with a Planning Scheme Amendment That Council: 1. Endorse that the amendment proceed as a local amendment to the Macedon Ranges Planning Scheme; 2. Note the findings from the community consultation and thank the community for their participation; and 3. Request authorisation from the Minister for Planning and prepare draft amendment documents for the purposes of proceeding to a formal exhibition of the amendment.	1. Endorsed 2. Noted 3. In progress 30/03/2022 - There is no further progress of this action - 66% complete	Director Planning and Environment	In progress	66%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
PE	27-Nov-19	Ordinary	Dog and cat control order That Council: 1. Make the Council Dog and Cat Order 2019 – Domestic Animals Act 1994 (incorporating Schedules 1 and 2) as per section 25 and 26(2) of the Domestic Animals Act 1994 with the insertion of the following amendment to Schedule 2 Designated Prohibited Areas on page 8 of the Order: "Gisborne Township 'Mount Gisborne Reserve – 198 Mount Gisborne Road, Gisborne"; 2. Give public notice of the making of the 'Council Dog and Cat Order 2019 – Domestic Animals Act 1994 (incorporating Schedules 1 and 2)' by publishing it in the Government Gazette and in newspapers circulating in the municipal district of the Council in accordance with Section 26(3) of the Domestic Animals Act 1994; 3. Direct the Chief Executive Officer to commence the process with the Department of Land, Water and Planning (DELWP) to revoke and dissolve existing Government Gazetted regulations at the eight sites identified in this report, managed by Council and owned by DELWP; 4. Direct the Chief Executive Officer to commence a process with DELWP to formally appoint Council as the Committee of Management for the sections of the Campaspe River Walk in Kyneton that are currently unreserved Crown land; 5. Receive a further report at a future Council meeting on the progress of recommendations 3 and 4; 6. Refer the resourcing for the second stage implementation of the Order and for the introduction of a Council subsidised cat desexing and microchipping scheme to the 2020/21 budget process; and 7. Direct the Chief Executive Officer to review Schedule 1 and Schedule 2 of the Council Dog and Cat Order 2019 as a first year action in Council's Domestic Animal Management Plan 2022 – 2026.	1. Completed - Dog and Cat Control Order including Schedule 2 updated to include Mount Gisborne Reserve. 2. Completed -Notice published in the Government Gazette and local papers in December 2019. 3. Liaising with DEWLP - this can be a lengthy process 4. Liaising with DEWLP - this can be a lengthy process 5. Pending completion of items 3 and 4. 6. Referred to 20/21 budget process, but not funded due to COVID 19 community support packages. Second stage implementation partially funded through 21/22 Operational budget. Subsidised cat desexing and microchipping scheme included as a 1st year action in the adopted DAMP 2021 – 2025. A new initiative is up in the 22-23 budget – decision from Council on adopted budget pending so unknown if funded. 7. Domestic Animal Management Plan 2021 – 2025 adopted at the February Council meeting, which includes a 1st year action to review schedules 1 and 2 of the Dog and cat Order.	Director Planning and Environment	In progress	60%
PE	24-Jun-20	Ordinary	Draft Gisborne Futures Structure Plan, Urban Design Framework and Neighbourhood Character Study It was moved by Cr Mees, seconded by Cr Twaits That Council: 1. Endorse the draft Gisborne Structure Plan, draft Gisborne Urban Design Framework and draft Gisborne Neighbourhood Character Study for community consultation subject to the following changes: a) The land located at 284 Kilmore Road, Gisborne, known as Glen Junor, be included in the proposed settlement boundary and identified to be included in the Urban Growth Zone in the draft Gisborne Structure Plan. b) A neighbourhood activity centre be identified on the land at 284 Kilmore Road, Gisborne in the draft Gisborne Structure Plan. c) Update the draft Gisborne Structure Plan and draft Gisborne Neighbourhood Character Study to reflect the changes outlined above. d) Make the changes as outlined in the amended officer recommendation 2. Note the officers advice that incorporation of Glen Junor in accordance with Item 1(a) and 1(b) above will preclude the provision of a detailed analysis and associated update of the documents referred to in Item 1, and supporting background documents. 3. Note that following consultation, and prior to Council reaching a final decision and adopting the draft Gisborne Structure Plan, draft Gisborne Urban Design Framework and draft Gisborne Neighbourhood Character Study, significant strategic assessment to support Glen Junor's inclusion in the Gisborne settlement boundary would be required 4. Council officers will prepare a detailed schedule of strategic work that would be required pursuant to Item 3 above, including timeframes and costs for Council to consider as part of their post consultation deliberations. 5. After considering the results of the forthcoming community consultation, Council will provide a revised version of the draft Gisborne Structure Plan, draft Gisborne Urban Design Framework and draft Gisborne Neighbourhood Character Study for a further period of community consultation.	Officers are continuing to work through submissions with Councillors in order for the consultation report/response to submissions to be considered at a future Planning Delegated Committee. A Councillor workshop was held on 29 March 2022 as part of progressing this project.	Director Planning and Environment	In progress	80%
COR	26-Aug-20	Ordinary	Proposal to sell 20 Jacobs Avenue, Kyneton That Council: 1. Having determined that the property at 20 Jacobs Avenue, Kyneton is considered surplus to Council requirements commence the statutory process to sell the land by: a. Advertising a notice of intention to sell 20 Jacobs Avenue, Kyneton, in accordance with section 189 of the Local Government Act 1989 ("the Act"); b. Noting that in accordance with section 223 of the Act, the public notice provides an opportunity to make a submission within 28 days of the day of the notice and if requested provides the submitter the opportunity to speak in support of their submission at a future Submitters Committee meeting; c. Notifying all neighbouring properties of the proposal and seeking submissions; and d. Considering all submissions prior to determining to proceed with the sale. 2. Note that should there be no written submissions received under Section 223 of the Act to the Chief Executive Officer will: a. Proceed to sell the property by public auction (or subsequently by private treaty should it fail to sell at auction); b. negotiate the sale of the property based on a current market valuation obtained by an independent qualified valuer; c. be authorised to sign and seal any associated documentation in relation to the sale. 3. Note that net proceeds from the sale will be allocated to the Public Open Space-West Financial Reserve.	Resolution in progress pending review of Open Space Strategy.	Director Corporate	In progress	10%
COR	26-Aug-20	Ordinary	CX.6 Council Support and Expenses Policy That Council: 1. Adopt the revised Council Support and Expenses Policy and publish the policy on Council's website; and 2. Undertake further work to consider options for the reimbursement of bona fide expenses incurred by members of Council's current (and future) advisory committees and community asset committees.	Item 1: Completed - Adopted Policy on Council's website. Item 2: Work In progress.	Governance Team	In progress	40%
AO	16-Dec-20	Scheduled	Notice of Motion No. 8/2020-21 – Councillor Neil That Council: 1. Undertake an audit of school bus stops to ascertain what steps are required to provide weather relief to students; which should include prioritisation of when shelters may be installed, interested parties [including schools, Public Transport Victoria (PTV) and Regional Roads Victoria (RRV)] and potential opportunities for advocacy and funding. This audit to be presented as a report at a future Council meeting; and 2. Seek a report, no later than the February Council Meeting, to install a bus bay and shelter in the vicinity of Reynolds Grove and Melbourne-Lancefield Road Service Road, Romsey. This report should include potential funding options and detail time lines to finalise design, seek relevant approvals and deliver the project before May 2021.	Resolution 1 - In progress, delayed due to staff turnover, impacting research continuity. This is underway again and will be presented to a future council meeting this calendar year. Resolution 2 - Completed.	Director Assets and Operations	In progress	75%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
COR	16-Dec-20	Scheduled	Proposal to name part of an unnamed Kyneton laneway "Turners Lane" That Council: 1. Approves the naming of the southern part of an unnamed laneway running between High Street and Market Street Kyneton - affecting land parcels Lot 1 TP318437, Lot 2 TP326174, Lot 3 PS441508 and Lot 1 TP22292 and ending at the southern boundary to Lot 2 TP584557 - as "Turners Lane". 2. Notes that, if approved, the naming will be submitted to the Registrar for Geographic Names for endorsement and gazettal. 3. Notes that officers will write to the naming applicant, surrounding property owners and those community members who responded to the public consultation process to advise them of the decision.	1. Completed 2. Completed 3. Geographic Names Victoria has responded with its advice which is to name the entirety of the lane Turner Lane. The Director Asset and Operations is preparing a Council report for June 2022	Governance Team	In progress	80%
COM	27-Jan-21	Scheduled	Community information guides That Council: 1. Note that officers wrote to the Country Fire Authority (CFA) on 9 November 2020 regarding the development of further Community Information Guides for the Macedon Ranges Shire; and 2. Note, that upon receipt of CFA's reply to Council's letter of 9 November 2020, officers will bring a report to a future Scheduled Council Meeting outlining the cost and process for Council in reviewing and contributing to CIGs; and 3. Give the Chief Executive Officer permission to bring a report regarding the cost and process for Council in reviewing and contributing to Community Information Guides to a future Council Meeting, when officers have received sufficient information to allow this to occur.	1. Noted 2-3. CFA have advised they no longer develop or use Community Information Guides. Council report listed for July 2022 Schedule Meeting to formally close out resolution.	Director Community	In progress	95%
PE	28-Apr-21	Scheduled	Macedon Ranges Residential land demand and supply assessment – Response to Notice of Motion 14/2021 That Council: 1. Notes the Options outlined in this report 2. Refer to the 2021/22 Budget and Council Plan process for consideration the undertaking of community consultation, based on Option 2 of this paper, on population growth scenarios for the towns of Gisborne, Romsey, Riddells Creek, Lancefield, Woodend and Kyneton that are the subject of the report prepared by Urban Enterprise on Macedon Ranges Residential Land Demand and Supply Assessment. 3. Note the objective of this consultation is to obtain feedback from the communities of each of these towns on the recommended growth scenarios that the Macedon Ranges Residential Demand and Supply Assessment (RDSLA) in part, and other Council and State government documents refer to. Specifically, does the community of each township support the projected scenarios of low, medium or high growth outlined in the RDSLA report, or are there alternative population changes that are supported? 4. Provide a workshop in a future Councillor Briefing of simpler, less costly alternative methods of consultation to those outlined in option 2 of this report, working together on defining further the scope, purpose and how outcomes will be considered in future Council deliberations.	DELWP Urban Development Program is currently in the process of updating land demand and supply data for Kyneton and Gisborne. We expect that will provide further insight into land supply and demand for Council.	Director Planning and Environment	In progress	75%
COR	26-May-21	Scheduled	NOTICE OF MOTION NO. 21/2020-21 – CR PEARCE That Council requests that the Chief Executive Officer prepare a report for a future Councillor Briefing in relation to the possible amendment of Section 42 of Council's Governance Rules in relation to petitions and joint letters, including but not limited to the acceptance of electronic petitions, to enable more efficient and effective ways for our communities to advocate to Council on local issues.	Draft updated Governance Rules have been endorsed for community consultation, and will be presented to the September 2022 Council Meeting for adoption.	Governance Team	In progress	75%
AO	23-Jun-21	Scheduled	Macedon Ranges Regional Sports Precinct - Recommended scope for Stage 1 delivery That Council: 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. Approves 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 AFL Victoria. 6. Notes that these decisions commit Council funding to future budget consideration in the 2022/23 financial year.	Resolution 1: Complete Resolution 1: Complete Resolution 2: Complete Resolution 3: Complete Resolution 4: Complete - This project is included in the 'Priority Projects' document completed in December 2021. This has been presented to the Federal Minister. The project is being considered for Federal Funding towards Stage 2. Resolution 5: Complete - Funding Agreement with SRV executed. Resolution 6: Complete	Director Assets and Operations	Completed	100%
COR	23-Jun-21	Scheduled	Notice of Motion - Financial Reserves Policy Review That Council requests the Chief Executive Officer to provide a report to a Councillor briefing prior to the end of July 2021, regarding the approved use of funds section associated with the Public Open Space reserve section of Council's Financial Reserves Policy currently under review and; 1. Brings the briefing report and a summary of any Councillor discussions on this item to the August 2021 Audit and Risk committee meeting. 2. Ensures the report includes but is not limited to: a. Clarity about how Council interprets the wording from the Subdivision Act 1988 as "land set aside in a plan or land in a planned zone or reserve under a planning scheme-for public recreation or public resort; or as parklands; or for similar purposes"; b. Whether the preparation of a master plan for future improvements of public open space can be included; c. Whether unrestricted or restricted club and sporting facilities can be funded from this reserve; and d. How passive public open space could be prioritised over facilities referred to in point c of this motion.	In progress. Policy to be reviewed pending the completion of Council's Open Space Strategy.	Director Corporate	In progress	20%
AO	25-Aug-21	Scheduled	Public Toilet Feasibility Study - Kyneton 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.	1 - Completed. Business case prepared 2 - Completed. Business case prepared. 3 - Completed. Business case prepared. 4 - Completed - report presented to February and April 2022 Scheduled Council meeting, noting that the April 2022 Council resolution action will remain open until a further report is progressed to Council.	Director Assets and Operations	Completed	100%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
COR	25-Aug-21	Scheduled	Petition to rename Hutton Street, Kyneton Council received a petition with 164 signatures, formally requesting Council to consult with the traditional owner group to rename Hutton Street, Kyneton so that it acknowledges the region's indigenous history. That Council; 1. Receives and notes the petition. 2. Refers it to the Manager Legal and Corporate Governance for investigation and reporting back to Council by December 2021. 3. Notifies the petition organisers accordingly.	The Traditional Owner group was scheduled to meet on 23/2/22. Awaiting advice from group on potential names.	Governance Team	In progress	25%
COR	22-Sep-21	Scheduled	Proposal to lease land for an NBN antenna at Riddells Creek Recreation Reserve That Council: 1. Authorises the Chief Executive Officer to enter into a lease with NBN Co. for the site at Riddells Creek Recreation Reserve on the following terms: (a) The lease term is proposed to be for nine years; (b) The rental is proposed to be \$10,000 per annum plus GST; (c) Rental reviews are proposed at 2.5% per annum. 2. Notes that the lease is subject to final approval from: (a) The Department of Environment, Land, Water and Planning (DELWP) as the Riddells Creek Recreation Reserve is on Crown land and therefore will require a 17 D Crown Land Lease. (b) Telstra as the NBN antenna is proposed to be located on an existing Telstra telecommunications tower. 3. Notes that NBN Co. shall be issuing a LAAN (Land Activity Access Notice) to enable construction to commence as soon as possible on the site. 4. Authorises the Chief Executive Officer to sign any associated documentation in relation to the proposed lease.	Resolution in progress. Documentation being prepared and negotiations continue before being provided to DELWP for final approval.	Director Corporate	In progress	50%
PE	22-Sep-21	Scheduled	Draft Mobile Trading Guidelines That Council notes that due to the ongoing economic uncertainty for many local businesses, brought about by the COVID-19 pandemic and the associated restrictions on free movement, a further report will be presented to Council by no later than May 2022 to propose recommencement of public consultation on the draft Mobile Trading Guidelines.	As per Council resolution mobile trading guidelines incorporated in Roadside Trading policy review	Director Planning and Environment	Completed	100%
AO	27-Oct-21	Scheduled	Update on the Old Lancefield Road Woodend petition That Council; 1. Notes this report and actions taken by Council officers to date to minimise reported risk along Old Lancefield Road; 2. Continues working with the Department of Transport on the Woodend Integrated Transport Study to investigate long term sustainable solutions to address the transport issues identified along Old Lancefield Road; 3. Receives an updated report with final recommendations from the Woodend Integrated Transport Study by the April 2022 Scheduled Council Meeting; 4. Notes the temporary solutions implemented along Old Lancefield Road highlighted in this report; and, 5. Notes that officers continue to identify a researched and legal solution to the transport issues along old Lancefield Road.	1 - Complete 2 - In progress - Officers will continue to work with DoT on the Woodend Integrated Transport Study and will continue to investigate solutions to the transport issue identified along Old Lancefield Road on behalf of residents 3 - Complete - Update provided at the April 2022 Scheduled Council Meeting, noting that the April 2022 action will remain open until the final report is presented to the November 2022 Scheduled Council meeting. 5 - Complete	Director Assets and Operations	In progress	70%
AO	24-Nov-21	Scheduled	Tree Management Policy - Update That Council; 1. Endorses the draft Township Street and Park Tree Management Policy for the purpose of community consultation; 2. Undertakes community engagement and consultation early in 2022, 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 before 30 June 2022, with a summary of community feedback and finalised policy for adoption.	1. Completed 2. Completed 3. Completed - report presented to 22 June 2022 Scheduled Council meeting.	Director Assets and Operations	Completed	100%
AO	24-Nov-21	Scheduled	Riddells Creek Movement Network Study That Council; 1. Note this report and receives a further update on the progress of the Riddells Creek Movement Network Study before 30 August 2022.; 2. Requests the Chief Executive Officer to prepare a business case for completion of the Riddells Creek Movement Network Study for Council consideration as a part of the Financial Year 2022-2023 budget planning process.; 3. Request the Chief Executive officer to begin community consultation on the Riddells Creek Movement Network Study before the end of March 2022.	1. In progress - A report will be provided to Council at the 24 August 2022 Scheduled Council meeting. 2. Completed - A business case was prepared for the 2022-2023 budget process for completion of the Riddells Creek Movement Network Study. 3. Completed - Community consultation on the Study has commenced and a workshop held on 5 April 2022.	Director Assets and Operations	In progress	80%
PE	24-Nov-21	Scheduled	Open Space Purchase *Confidential*	Initial valuation completed. Subject to final market valuation negotiations with owner expected to commence in 4th quarter	Director Planning and Environment	In progress	35%
PE	8-Dec-21	Planning Delegated Committee	GISBORNE FUTURES – UPDATE That the Planning Delegated Committee notes: 1. That the Gisborne Futures Councillor Reference Group met on the following occasions over the past 12 months: December 2020 and January, February, March, April, May, July and August 2021. 2. Council's decision of the Scheduled Council Meeting of 24 November 2021 for the Gisborne Futures Councillor Reference Group to meet as required. 3. That in future submitters and email subscribers will be provided quarterly updates on the progress of Gisborne Futures.	In progress – Officers are continuing to work through submissions with Councillors in order for the consultation report/response to submissions to be considered at a future Planning Delegated Committee. A quarterly update was provided to email subscribers and submitters in March 2022.	Director Planning and Environment	In progress	80%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
PE	15-Dec-21	Scheduled	Management of Stanley Park, Mount Macedon That Council: 1. Requests that the Chief Executive Officer works in conjunction with the former Stanley Park Committee (the committee) currently operating under a Memorandum of Understanding (MOU) to develop an Instrument of Delegation for a Community Asset Committee for Council endorsement by the June 2022 Scheduled Council meeting. 2. Resolves that the committee operating under the MOU with Council will continue to exist under its current terms until the Community Asset Committee Instrument of Delegation is endorsed at a future Scheduled Council meeting. 3. Requests the Chief Executive Officer to commence advertising for expressions of interest for a proposed Stanley Park Community Asset Committee and makes a recommendation on membership at the same meeting that Council endorses the Instrument of Delegation. 4. Requests the Chief Executive Officer undertake a review of these new management arrangements for Stanley Park no later than 31 December 2023. 5. That the balance of funds transferred to Council from the former Stanley Park Committee of Management be transferred to the Community Asset Committee, once established.	Report presented to Council on 22 June 2022 with draft Instrument of Delegation and to progress process expressions of interest process.	Director Planning and Environment	Completed	100%
COM	15-Dec-21	Scheduled	Kindergarten Strategic Direction for endorsement *Confidential resolution*	1. Adopted. Status of projects in alignment with this resolution to be noted here accordingly. - Planning work currently progressing on Council Priority Project - Lancefield Kindergarten and MCH Centre. - Planning work progressing to conduct feasibility studies for suitable land in Woodend and Kyneton 2. Pending development of new Early Years Plan in 2025.	Director Community	In progress	15%
AO	23-Feb-22	Scheduled	Barringo Road and Hamilton Road Intersection Upgrade 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	Council endorsement of Option 3 noted and officers proceeding with detailed design.	Director Assets and Operations	Completed	100%
AO	23-Feb-22	Scheduled	Public Toilet and Barbeque Strategy 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.	Council resolution noted. The April 2022 Council resolution action will remain open until a further report is progressed to Council	Director Assets and Operations	Completed	100%
AO	23-Feb-22	Scheduled	Notice of Motion - Kerbside reform 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.	Letter has been forwarded in line with Council resolution and a response has been received which declined to reimburse council (response was uploaded to the Councilor dashboard).	Director Assets and Operations	Completed	100%
PE	23-Feb-22	Scheduled	Agribusiness Forum 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.	Letters of thank you were sent to the Acting Chair, former Agribusiness Forum members and the Expression of Interest respondents. The letters also included an invitation to contact Council's Economic Development team should support be needed to form an independent sector based Agribusiness body. Council's website was updated encouraging interested parties to contact the Economic Development team to discuss any future Agribusiness initiatives.	Director Planning and Environment	Completed	100%
PE	10-Mar-22	Planning Delegated Committee	Request Authorisation For a Planning Scheme Amendment - Update of Environmental Significance Overlay Schedule 4 That the Committee: 1. Requests the Minister for Planning authorise preparation of Planning Scheme Amendment C145macr to the Macedon Ranges Planning Scheme pursuant to section 9 of the Planning and Environment Act 1987. 2. Authorises Council officers to prepare Amendment documents for authorisation and exhibition of Amendment C145macr, and (a) Upon receipt of authorisation, make any changes necessary to comply with conditions of authorisation (b) Upon satisfaction of any conditions of authorisation, exhibit Amendment C145macr pursuant to section 19 of the Planning and Environment Act 1987.	Submitted to Minister for Authorisation. Currently waiting for authorisation to be granted by DELWP	Director Planning and Environment	In progress	50%
COR	23-Mar-22	Scheduled	East Paddock, Hanging Rock for Community Consultation That Council: 1. Commences community consultation for 28 days on the offer received from the Department of Environment, Land, Water and Planning to purchase 139 South Rock Road, Newham (East Paddock, Hanging Rock). 2. Notes a report will be presented to Council with a summary of the community feedback for consideration.	Resolution completed. Community consultation undertaken and a report presented to the May Scheduled Council Meeting	Director Corporate	Completed	100%
COR	23-Mar-22	Scheduled	Review of Governance Rules That Council: 1. Endorses the amended Governance Rules for release for community consultation for 28 days. 2. Schedules a meeting of the Submitters Delegated Committee (if required) to be held on Wednesday 11 May 2022 and invites members of the public to attend the meeting to speak to their submissions on the Governance Rules. 3. Receives a final report to adopt the amended Governance Rules by no later than June 2022.	1. Community Consultation Complete 2. Committee meeting not required 3. Item delayed to the September 2022 Scheduled Council Meeting	Director Corporate	In progress	80%
AO	23-Mar-22	Scheduled	Integrated Water Management Strategic Directions Statement That Council endorses the Department of Environment, Land, Water and Planning 'Coliban Integrated Water Management Strategic Directions Statement Draft 2022'.	Council resolution noted and letter forwarded to DELWP advising of Council's support	Director Assets and Operations	Completed	100%
AO	23-Mar-22	Scheduled	Draft Asset Plan 2021-2031 That Council: 1. Endorses the draft Asset Plan for six weeks community consultation, noting this will not be via deliberative engagement (as permitted for all Councils under advice from Local Government Victoria); 2. Notes that, following community consultation, officers will provide a report and finalised Asset Plan to the June 2022 Scheduled Council Meeting.	Council resolution noted. 1. Complete. 2. Complete - Report provided to the 22 June 2022 Scheduled Council meeting.	Director Assets and Operations	Completed	100%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
COR	23-Mar-22	Scheduled	Chief Executive Officer Employment and Remuneration Committee - Terms Of Reference revised timeline That Council notes the amended timeline for the finalisation of the CEO Employment and Remuneration Committee Terms of Reference, which will now be submitted to the April Scheduled Council Meeting for endorsement.	Endorsed at the 27 April 2022 Scheduled Council Meeting.	Director Corporate	Completed	100%
PE	23-Mar-22	Scheduled	PLN/2019/391 Lot 6 and 371 Cobb and Co Road Carlsruhe - Freeway service centre That Council issues a Notice of Decision to Grant a Permit for Use and development of a Freeway Service Centre, removal of road reserve trees, two lot re-subdivision and alteration of an access to a Transport Zone 2, earthworks, less than 100 metres from a waterway, wetlands or designated flood plain for the land at LOT 7 PS 434802R P/Woodend, LOT 6 PS 434802R P/Woodend, Cobb & Co Road, Carlsruhe, subject to the conditions below: *refer to minutes for full resolution*	PM - Decision issued	Director Planning and Environment	Completed	100%
CX	13-Apr-22	Planning Delegated Committee	Adoption of Minutes That the Committee confirm the minutes of the Planning Delegated Committee of Macedon Ranges Shire Council held on 10 March 2022, as circulated.	No further action required	Governance Team	Completed	100%
PE	13-Apr-22	Planning Delegated Committee	Hearing of Submitters - PLN/2021/283 - 4 Richardson Street Riddells Creek That the Committee:, 1. Notes the submissions received in relation to Application for Planning Permit PLN/2021/283, for the development of 11 dwellings on the land at 4 Richardson Street, Riddells Creek; and, 2. Requests that recommendations be prepared, based on all relevant information, including the submissions received, for consideration and determination at the next Planning Delegated Committee Meeting on 11 May 2022	Item was heard at the 11 May PDC meeting for decision.	Director Planning and Environment	Completed	100%
PE	13-Apr-22	Planning Delegated Committee	Planning Scheme Review - Implementation Plan That the Committee :, 1. Notes the Planning Scheme Review implementation plan reflects the current strategic planning program (as shown in Attachment 1), which has included opportunity for community feedback through the development of the Council Plan 2021-2031., 2. Notes that a Planning Scheme Review (2022), as set out in Section 12B of the Planning and Environment Act 1987, will not be undertaken at this time., 3. Notes that this report supersedes Council's previous resolution at the Ordinary Council Meeting held on 27 February 2019 in relation to the previous Planning Scheme Review and specifically point 4 of that resolution to bring a report back to a future Council meeting, outlining the implementation plan, including outlining opportunities for the Community Reference Group members to be involved in the implementation, and that the Community Reference Group be advised of this	No further action required	Director Planning and Environment	Completed	100%
COR	27-Apr-22	Scheduled	Draft Budget 2022/23 That Council:, 1. Endorses the draft Budget 2022/23, prepared in accordance with Section 94 of, the Local Government Act 2020, to be made available for public comment from, 28 April until 26 May 2022,; 2. Notes the fees, charges, borrowing and capital works discussed as part of this, report and as outlined in the draft Budget 2022/23; 3. Notes the rates and charges discussed as part of this report and as outlined, in Appendix 1; 4. Undertakes community engagement and consultation in accordance with the, Local Government Act 1989, the Local Government Act 2020 and Council's, Community Engagement Policy; 5. Schedules a Submitters Delegated Committee meeting for 7pm on Thursday 9, June 2022, to provide an opportunity for any person who wishes to make a, verbal presentation in support of their submission on the draft Budget 2022/23, to be heard; 6. Notes that a report and recommendations will be presented to the Scheduled, Council Meeting on Wednesday 22 June, to enable Council to consider, submissions and adopt the Budget 2022/23	Resolution completed. Draft Budget 2022/23 made available for public comment. Submissions received and provided to Councillors. Submitters Delegated Committee held on Thursday 9 June 2022 and submissions heard in response to draft Budget 2022/23. A report and recommendations was presented to the Scheduled Council Meeting on 22 June for consideration by Council	Director Corporate	Completed	100%
COR	27-Apr-22	Scheduled	Contracts to be Awarded - April 2022 That Council:, 1. Notes that the following contract will be awarded by Council officers under, delegated authority:, (a) C22.1162 Superintendent Services For Stages 1B & 2 Shared Trails, 2. Grants delegated authority to the Chief Executive Officer to award the, following contracts:, (a) C22.1165 Closed Landfill Monitoring and Reporting	Resolution completed.	Director Corporate	Completed	100%
COR	27-Apr-22	Scheduled	Delegations from Council to Council staff 1. Delegates the powers, duties and functions of Council to Council staff, as set, out in the attached S6 Instrument of Delegation, subject to the conditions and, limitations specified in that instrument, with the following change:, (a) Section 116 of the Heritage Act 2017 will be altered to reflect no, delegations to any Council officer, inclusive of the Chief Executive Officer, 2. Revokes the previous S6 Instrument of Delegation, endorsed in October 2021	Resolution noted	Director Corporate	Completed	100%
COM	27-Apr-22	Scheduled	Community Funding Scheme 2022/23 That Council: 1. Changes the wording of Section 6 in the 2022/23 Community Funding Scheme, Guidelines from 'Only one grant will be allocated per organisation' to, 'Up to, two grants will be allocated per organisation' 2. Notes the additional question to be included within the Community Funding, Scheme Application Form, resulting from the Gender Equity Act 2020.	1. Completed. Guidelines updated and available on Council's website 2. Noted. No further action.	Director Community	Completed	100%
COM	27-Apr-22	Scheduled	Small Project Grants That Council approves the awarding of the: 1. Woodend Neighbourhood House Small Project Grants application of \$1,425 for, the purchase of training and equipment for the Woodend Repair Café Electrical, Appliance Repair Capability. 2. Bullengarook Pony Club Small Project Grants application of \$610 for the, purchase of first aid supplies., 3. Macedon Ranges Film Society (MRFS) Inc. Small Project Grants application of, \$1,500 as a contribution for the purchase of upgraded projection equipment	Approved. 1. In progress, awaiting return of Funding Agreement 2. Funding has been distributed. 3. Funding has been Distributed	Director Community	In progress	80%
COM	27-Apr-22	Scheduled	Notice of Motion - Support for Ukraine: That Council: 1. Stands with Ukraine and their innocent courageous citizens enduring the ravages of an unprovoked war; 2. Provides supportive assistance to Ukrainian refugees who are seeking shelter in the Macedon Ranges Shire; 3. Expresses our gratitude and thanks to members of our community, not for profit organisations, government agencies, telecommunications companies and our council staff who are providing aid to Ukrainian refugees arriving with limited resources; 4. As a sign of our support and respect to Ukraine and its peoples, approves the lighting of the Kyneton Town Hall in Ukrainian colours for a period of 7 days.	1. So declared. NFA. 2. No supportive assistance has been requested, as officers have been advised that there are no Ukrainian refugees seeking shelter in the Macedon Ranges. 3. So expressed. NFA. 4. Completed - Town Hall lit in Ukrainian colours from Friday 6 May until Thursday 12 May	Director Community	Completed	100%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
AO	27-Apr-22	Scheduled	Woodend Integrated Transport Study - Update That Council notes this update and that officers will present the completed, Woodend Integrated Transport Study for consideration at the 23 November 2022, Scheduled Council Meeting.	In progress - Report to be presented to 23 November 2022 Scheduled Council Meeting.	Director Assets and Operations	In progress	85%
AO	27-Apr-22	Scheduled	Public Toilet and BBQ Strategy That Council notes the presentation of the draft Public Toilet and BBQ Strategy for, consultation is deferred until the July Scheduled Council Meeting	In progress - Report prepared for July 2022 Scheduled Council meeting	Director Assets and Operations	In progress	80%
COR	27-Apr-22	Scheduled	Draft Council Plan 2021-2031 (Year Two Actions 2022-2023) That Council, 1. Endorses the draft Council Plan 2021-2031 (Year Two Actions 2022-2023) to be, made available for public comment from 28 April until 26 May 2022;., 2. Undertakes community engagement and consultation in accordance with the, Local Government Act 1989, the Local Government Act 2020 and Council's, Community Engagement Policy;., 3. Schedules a Submitters Delegated Committee meeting for 7pm on Thursday 9, June 2022, to provide an opportunity for any person who wishes to make a, verbal presentation in support of their submission on the draft Council Plan, 2021-2031 (Year Two Actions 2022-2023) to be heard;., 4. Notes that a report and recommendations will be presented to the Scheduled, Council Meeting on Wednesday 22 June, to enable Council to consider, submissions and adopt the Council Plan 2021-2031 (Year Two Actions 2022-, 2023)	Resolution completed. Draft Council Plan 2021-2031 (Year Two Actions 2022-2023) made available for public comment. One submission received and provided to Councillors. Submitters Delegated Committee held on Thursday 9 June 2022, no submissions heard in response to the draft. A report and recommendations was presented to the Scheduled Council Meeting on 22 June for consideration by Council	Director Corporate	Completed	100%
CX	27-Apr-22	Scheduled	Mayor's Report - April 2022 That Council receives and notes the Mayor's report	No further action required	Governance Team	Completed	100%
CX	27-Apr-22	Scheduled	Confirmation of Minutes That Council confirms the minutes of the Schedule Council Meeting of Macedon Ranges, Shire Council held on 23 March 2022, as circulated	No further action required	Governance Team	Completed	100%
AO	27-Apr-22	Scheduled	Petition requesting the sealing of Noonan Grove and Christian Street, Woodend That Council;., 1. Receives and notes the petition;., 2. Refers the petition to the Director Assets and Operations for investigation and, requests a report back on the matter by August 2022;., 3. Notifies the petition organisers accordingly	1. Completed - received and noted 2. In progress - a report is being prepared for the August 2022 Scheduled Council meeting. 3. Completed - the petition organisers have been advised of Council's resolution and that a report will be tabled at the August Scheduled Council meeting.	Director Assets and Operations	In progress	70%
COR	27-Apr-22	Scheduled	Chief Executive Officer Employment and Remuneration Committee - Updated Terms of Reference That Council endorses the Chief Executive Officer Employment and Remuneration, Committee Terms of Reference, as attached, noting that this will supersede and, replace the draft Terms of Reference provided as Appendix A in the Chief Executive, Officer Employment and Remuneration Policy	Resolution completed. A copy of this document, including Appendix A "Terms of Reference" is available on Council's website	Director Corporate	Completed	100%
COR	27-Apr-22	Scheduled	Risk Management Policy That Council adopts the Risk Management Policy 2022, as attached		Director Corporate		
CX	27-Apr-22	Scheduled	Record of meetings of Councillors and Council staff That Council receives and notes the record of meetings of Councillors and, Council staff, as outlined in this report with the following corrections;., • Bernie O'Sullivan, Chief Executive Officer, attended all meetings in person;., with the exception of the 22 March 2022 Councillor Briefing, which he attended, via Zoom;., • Bob Elkington, Coordinator Economic Development, attended the 5 April 2022, Councillor Briefing via Zoom	No further action required	Governance Team	Completed	100%
PE	11-May-22	Planning Delegated Committee	Request to the Minister for Planning to prepare Amendment GC201 That the Planning Delegated Committee requests Council write to the Minister for, Planning to request the preparation, adoption and approval of Amendment GC201, to the Macedon Ranges Planning Scheme to amend Schedule to Clause 72.01 so, that the Minister for Planning is responsible for the issuing of planning certificates.	A letter was sent to the Minister for Planning as per Council's resolution. GC201 has now been approved and gazetted.	Director Planning and Environment	Completed	100%
PE	11-May-22	Planning Delegated Committee	For Decision - PLN/2021/283 - 4 Richardson Street Riddells Creek That Council issues a Notice of Refusal for the Development of 11 Dwellings at, 4 Richardson Street, Riddells Creek on the following grounds;., 1. The proposal is inconsistent with the Statement of Planning Policy (SOPP), objectives including;., (a) not ensuring the declared area's natural and cultural landscapes are, conserved and enhanced;., (b) not ensuring that the significant biodiversity, ecological and, environmental values of the declared area are conserved and enhanced;., (c) not prioritising the conservation and use of the declared area's water, catchments to ensure a sustainable local, regional and state water, supply, and healthy environment;., 2. The proposal is contrary to Clause 15.01-1S Planning Policy Framework of the, Macedon Ranges Planning Scheme as it detracts from the existing and, preferred neighbourhood character of the area;., 3. The proposal is contrary to Clause 15.01-5S and Clause 21.08-3 of the Planning, and Local Policy Framework of the Macedon Ranges Planning Scheme as the, density and scale of development do not meet the neighbourhood character, of the area;., 4. The proposal is contrary to the objective of Clause 21.13-5 (Riddells Creek), and purpose of Clause 32.09 within the Neighbourhood Residential Zone, (Schedule 8) as the density will result in a development that insufficiently, responds to the semi-rural and village character of the Riddells Creek, township;., 5. The proposal fails to satisfy the following standards contained within Clause, 55 (Two or More Dwellings on a Lot) of the Macedon Ranges Planning Scheme;., and does not achieve an acceptable outcome in terms of the following, objectives;., (a) Clause 55.02-1 (Neighbourhood Character objectives);., (b) Clause 55.03-4 (Permeability and stormwater management objectives) as, the proposal does not clearly demonstrate effective storm water, management to be contained within the site;., (c) Clause 55.06-4 (Site services objectives) as the development will result in, an excessive number of refuse bins in the street on collection days	Notice issued by Planning Officers	Director Planning and Environment	Completed	100%
PE	11-May-22	Planning Delegated Committee	Hearing of Submitters - PLN/2021/309 - 55 Metcalfe Drive, Romsey That the Committee;., 1. Notes the submissions received in relation to PLN/2021/309 – Subdivision of, the Land into Two Lots; and, 2. Requests that recommendations be prepared, based on all relevant, information, including the submissions received, for consideration and, determination at the next Planning Delegated Committee Meeting on 8 June, 2022	Item heard at PDC 8 June for decision	Director Planning and Environment	Completed	100%
PE	11-May-22	Planning Delegated Committee	Hearing of Submitters - PLN/2021/512 - 377 Baynton Road, Kyneton That the Committee;., 1. Notes the submissions received in relation to PLN/2021/512 – Use and, development of the land for a dwelling, three agricultural buildings and a water, tank; and, 2. Requests that recommendations be prepared, based on all relevant, information, including the submissions received, for consideration and, determination at the next Planning Delegated Committee Meeting on 8 June, 2022	Item heard at PDC 8 June for decision	Director Planning and Environment	Completed	100%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
COM	25-May-22	Scheduled	Macedon Ranges Municipal Emergency Management Planning Committee Membership That Council endorses the Mayor as the nominated observer and Deputy Mayor as, substitute on and ongoing basis for the remainder of this Council term unless, resolved otherwise, to attend as the nominated observer for meetings of the, Macedon Ranges Municipal Emergency Managing Planning Committee for 2022.	Completed. Mayor invited to future scheduled meetings for 2022.	Director Community	Completed	100%
AO	25-May-22	Scheduled	FY21/22 Capital Works - Carry Forward Projects That Council:; 1. Approves the cancellation of the following four projects:; (a) RV Dump Point - Kyneton, (b) Building Renewal – Barkly Square Small Bore Range, (c) Building Renewal – Gisborne Rotunda and Gazebo Audits, Design and, Cost Plan, (d) Kyneton Town Hall Equipment Renewal, 2. Approves the carry forward of forty-one projects listed as Attachment 3 for, delivery in the Financial Year 2022-2023.; 3. Approves the carry forward of the following two projects pending approval of, additional funds as part of the Financial Year 2022-2023 budget consideration.; If additional funds are not forthcoming, these projects will be cancelled:; (a) Kyneton Barkly Square Field, (b) Woodend Golf Clubhouse, 4. Approves the carry forward of the following two building renewal projects, utilising the \$56,000 from cancelled projects:; (a) Building Renewal – Kyneton Airfield Toilets, (b) Building Renewal – Demolition Program – Kyneton Airfield Toilets.; 5. Approves a scope change and carry forward of the two projects for delivery in, the 2022/2023 financial year:; (a) Building Renewal - Kyneton Rifle Range Club Rooms, (b) New Gisborne Tennis Courts LED renewal, 6. Approves a scope change and carry forward of the following four projects for, delivery in the 2022/2023 financial year:; (a) Building Renewal - Kyneton Obedience Dog Club building at Barkly, Square, (b) Building Renewal - Demolition Program - Kyneton Obedience Dog Club, building at Barkly Square, (c) Building Renewal - Kyneton Rifle Range Club Rooms, (d) New Gisborne Tennis Courts LED renewal, 7. Carry forward the Building Renewal and Demolition budgets for the Kyneton, Obedience Dog Club building at Barkly Square.; 8. Utilise the savings identified within the Drainage Works line item in Attachment, 1 to cover any required funding for the Woodend Community Centre Design, works	Complete - Project Managers have been advised of the outcome of the Council resolution and project adjustments/cancellations are underway.	Director Assets and Operations	Completed	100%
CX	25-May-22	Scheduled	Notice of Motion - Support for Campaspe Shire Council's Motion to the National General Assembly Supports Campaspe Shire Council's following motion to the Australian Local, Government Association National General Assembly 2022 (which will be held, in Canberra between 19-22 June 2022) as endorsed at their Scheduled Council, Meeting on 16 March 2022:; (a) This National General Assembly calls on the Australian Government to, continue the Local Roads and Community Infrastructure (LRCI) program, funding for local governments and allocate a proportion of this funding, for infrastructure design of community infrastructure in partnerships with, local communities.; (b) This National General Assembly calls on the Australian Government to, amend the necessary legislation, regulations and/or contractual, arrangements to ensure that both Telstra and NBNCo, their subsidiaries, and contractors, cannot pass the cost of relocating their buried, infrastructure on to local government if the publicly available 'as built' (or, 'as laid') plans do not accurately record the location(s) of their assets.; 2. Requests that the Chief Executive Officer write to the Australian Local, Government Association to advise of Macedon Ranges Shire Council's, support as outlined above	Letter sent on 26 May 2022	Chief Executive Officer	Completed	100%
COR	25-May-22	Scheduled	Quarterly Report for period ending 31 March 2022 That Council notes the Quarterly Report for the period ended 31 March 2022, and, that Section 6 – the Implementation of Council Resolutions – will be updated to, reflect the Council motion resolved at the 15 December 2021 Scheduled Council, Meeting related to Stanley Park	Resolution noted. Quarterly Report updated with change and made available to the public via Council's website	Director Corporate	Completed	100%
PE	25-May-22	Scheduled	Draft Mobile Trading Guidelines That Council:; 1. Notes that a review of the Roadside and Footpath Trading Policy will, commence in June 2022, including stakeholder engagement.; 2. Notes that a new set of guidelines for Mobile Trading (the Mobile Trading, Guidelines) will be developed commencing June 2022, including stakeholder, engagement.; 3. Notes that community engagement on both the Roadside and Footpath, Trading Policy and the Mobile Trading Guidelines will be undertaken together, as the guidelines will be incorporated into the policy.; 4. Requests that a draft policy be presented to Councillors by August 2022 to, commence community consultation for the review of the Roadside and, Footpath Trading Policy (incorporating draft Mobile Trading Guidelines	1&2. Key stakeholder engagement (businesses) complete and drafting of revised policy commenced.; 3. Community engagement scheduled for September pending endorsement of draft policy in August, 4. Draft Policy scheduled to go to Council 24 August 22	Director Planning and Environment	In Progress	20%
CX	25-May-22	Scheduled	Community Engagement Policy report and review That Council:; Agrees to defer item CX.1 Community Engagement Policy Report and Review, and, consider it at the 22 June 2022 Scheduled Council Meeting, in order to allow further, time to consider and update the draft policy	Resolution noted.	Chief Executive Officer	Completed	100%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
COR	25-May-22	Scheduled	East Paddock Community Consultation & Proposed Sale That Council: 1. Notes the community feedback received regarding the proposal from the Department of Environment, Land, Water and Planning (DELWP) to purchase 139 South Rock Road, Newham (East Paddock, Hanging Rock). 2. Continues the statutory process to sell the land to the Victorian Government by authorising the Chief Executive Officer to: (a) negotiate the sale of the land in accordance with the agreed valuation; and (b) sign the transfer of land with any additional documentation in association with the transfer. Subject to the following conditions being met: (i) the proposed valuation and offer for purchase be an amount equal to, or within 10% of, the current valuation assessed by Council's appointed valuer; (ii) appropriate legal mechanisms are put in place to retain the use of the land as public open space in perpetuity, and to ensure any development on the East Paddock is consistent with protecting the significant natural and cultural values and views of the site; (iii) Macedon Ranges Shire Council remains the Committee of Management for the Hanging Rock Precinct (current Crown Land) and the East Paddock for a transition period of at least three years (or a duration mutually agreed by Council and the Victorian Government), during which period the finalisation and implementation of appropriate, orderly, and long term governance and operational arrangements will occur; (iv) Council write to the Victorian Minister for Energy, Environment and Climate Change, requesting that Macedon Ranges Shire Council is formally represented as a permanent member of the future governance and management arrangements of the Hanging Rock Precinct; (v) limited concerts, events and markets can continue to be held on East Paddock, as per current practice and the agreement in place between Macedon Ranges Shire Council and The Frontier Touring Company (Frontier); and (vi) Council writes to the Victorian Minister for Energy, Environment and Climate Change, highlighting the importance of alternative facilities for existing Hanging Rock sporting groups being identified, planned, funded and delivered (Stage 1 of Draft Hanging Rock Precinct Master Plan (DELWP)), should these groups be required to relocate as a result of implementing the master plan in its final form. 3. Approves the creation of a new financial reserve in accordance with Council's Financial Reserve Policy that will retain the sale proceeds, less any professional costs incurred by Council, from the sale of East Paddock, and that: (a) officers present a report to Council no later than three (3) months post the completion of the sale, which will include initiatives within the Shire that the funds could be allocated to; and (b) the allocation of any funds from the Reserve will occur in line with the current annual budget and mid-year budget processes under existing Council policy.	Feedback has been noted. Statutory process continues with officers working with Department Environment, Land, Water and Planning to progress subject to conditions being met	Director Corporate	In Progress	10%
PE	8-Jun-22	Planning Delegated Committee	FOR DECISION - PLN/2021/309 - 55 Metcalfe Drive, Romsey That the Committee:, Issues a Notice of Decision to Refuse to Grant a Permit for the Subdivision of the Land into Two (2) Lots at 55 Metcalfe Drive, Romsey. Lot 16 LP126049 P/Monegeetta on the following grounds:., 1. The proposal is contrary to the Planning Policy Framework, most importantly 11.03-3S (Peri-Urban Areas), 15.01-3S (Subdivision Design) and 15.01-5S (Neighbourhood Character) as it does not protect neighbourhood character and sense of place by resulting in lot sizes that are not consistent with the area., 2. The proposal is inconsistent with Clause 21.08 (Built Environment and Heritage) and Clause 21.13-4 (Romsey) of the Local Planning Policy Framework, which seek to protect and enhance the character to encourage development that respects the preferred character and defining attributes of the area., 3. The proposal is contrary to Clause 22.05 (Battle Axe Lot) of the Macedon Ranges Planning Scheme, as it will be unable to meet the character in terms of battle-axe lot layout. There are no battle-axe lots located within the immediate surrounding area., 4. The proposal is contrary to the purpose of the zone as it fails to respect the neighbourhood character of the area., 5. The proposal will not result in a suitable outcome for the subject site as it would provide for a lot with a very narrow street frontage, which is contrary to the Design and Development Overlay Schedule 18 - Established Area A Precinct requirements., 6. Design and Development Overlay Schedule 18 specifies 1200m2 as the minimum lot size for Established Area A. The proposed Lot 2 will be unable to meet the minimum lot size of 1200m2 excluding the area of the shaft in accordance with battle-axe policy., 7. The proposal does not meet the following objective and standard of Clause 56 of the Macedon Ranges Planning Scheme:., (a) Standard C6 – Neighbourhood character objective;., 8. The proposal contradicts the decision guidelines of Clause 65 of the Macedon Ranges Planning Scheme due to:., (a) Inappropriate pattern of subdivision;., (b) Negative amenity impacts due to lack of respect of neighbourhood character., --	Decision issued.	Director Planning and Environment	Completed	100%
PE	8-Jun-22	Planning Delegated Committee	FOR DECISION - PLN/2021/512 - 377 BAYNTON ROAD KYNETON See minutes for full resolution	Decision issued.	Director Planning and Environment	Completed	100%
PE	8-Jun-22	Planning Delegated Committee	Consideration of Planning Panel and Adoption of Amendment C143macr - Bunjil Creek bridge and bluestone channel and additional heritage avenue trees. That the Committee:., 1. Adopts Amendment C143macr with changes outlined in this report and shown in Attachment 2., 2. Submits Amendment C143macr to the Minister for Planning together with the prescribed information for approval, in accordance with Section 31 of the Planning and Environment Act 1987; and, 3. Notifies all submitters and landowners of the Planning Delegated Committee's decision.	Amendment has been submitted to the Minister for Planning for approval and submitters notified of Council's decision	Director Planning and Environment	Completed	100%
PE	8-Jun-22	Planning Delegated Committee	Hearing of Submitters - PLN/2021/62/A - 238 Grahams Road Lancefield That the Committee:., 1. Notes the submissions received in relation to Application for Planning Permit, Application PLN/2021/62/A, for an amendment to modify operating times to condition 3 of permit PLN/2021/62; and, 2. Requests that recommendations be prepared, based on all relevant information, including the submissions received, for consideration and determination at the next Planning Delegated Committee Meeting on 13 July 2022	Listed for hearing at PDC 13 July 2022.	Director Planning and Environment	In Progress	80%
PE	8-Jun-22	Planning Delegated Committee	Hearing of Submitters - PLN/2021/524 - 36 Bolithos Road Riddells Creek That the Committee:., 1. Notes the submissions received in relation to Application for Planning Permit, Application PLN/2021/524, for two (2) lot subdivision; and, 2. Requests that recommendations be prepared, based on all relevant information, including the submissions received, for consideration and determination at the next Planning Delegated Committee Meeting on 13 July 2022	Listed for hearing at PDC 13 July 2022.	Director Planning and Environment	In Progress	80%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
PE	8-Jun-22	Planning Delegated Committee	Consideration of Planning Panel and Adoption of Amendment C127macr - Macedon Ranges Shire Heritage Study: Woodend, Lancefield, Macedon and Mount Macedon Heritage Study (2019) That the Committee:, 1. Adopts Amendment C127macr with changes recommended by Panel as shown in Attachments 3 & 4.; 2. Submits Amendment C127macr to the Minister for Planning together with the prescribed information for approval, in accordance with Section 31 of the Planning and Environment Act 1987; and, 3. Notifies all submitters and landowners of the Planning Delegated Committee's decision	Amendment has been submitted to the Minister for Planning for approval and submitters notified of Council's decision	Director Planning and Environment	Completed	100%
COR	22-Jun-22	Scheduled	Council Plan 2021-2031 (Year Two Actions 2022-23) See minutes for full resolution,	%, In progress, Resolution in progress. Council Plan 2021-2031 (Year Two Action 2022-20223) made available on Council website on 24 June 2022. Response drafted and to be sent to submitter	Director Corporate	In Progress	75%
COR	22-Jun-22	Scheduled	Adoption of Revised Governance Rules That Council, 1.Note the update on the development of the Governance Rules., 2.Note that a report will be provided to the September Scheduled CouncilMeeting including a revised set of draft Governance Rules for consideration	Resolution noted. This has been scheduled for consideration at September Scheduled Council Meeting and will include a revised set of draft Governance rules	Director Corporate	Completed	100%
COR	22-Jun-22	Scheduled	Internal Audit Charter That Council adopts the Internal Audit Charter	Resulution in progress	Director Corporate	In Progress	75%
COR	22-Jun-22	Scheduled	Budget 2022/23 See minutes for full resolution	Resolution in progress. Updates made to document. Budget 2022/23 made available on Council website on 24 June 2022. Response drafted and to be sent to all submitters	Director Corporate	In Progress	75%
COR	22-Jun-22	Scheduled	Draft Fraud and Corruption Control Policy and Plan 2021-2025 That Council adopts the Fraud and Corruption Control Policy and Fraud and Corruption Control System 2022-2025 to revokes the previous Fraud Management Policy and Procedure	Resolution in progress. Officers reviewing and finalising policy	Director Corporate	In Progress	75%
AO	22-Jun-22	Scheduled	Asset Plan That Council, 1.Adopts the Asset Plan effective from 23 June 2022, noting it includes Council'sAsset Management Policy; and, 2.Revokes the previous Asset Management Policy, Asset Management Strategyand various Asset Management Plans that become obsolete with the adoptionof the Asset Plan effective from 23 June 2022	Council resolution noted. 1. Complete - Asset Plan adopted. 2. Complete - Previous Policy, Strategy and various Asset Plans revoked.	Director Assets and Operations	Completed	100%
AO	22-Jun-22	Scheduled	Draft Township Street and Park Tree Management Policy Review That Council:, 1.Adopts the Township Street and Park Tree Management Policy effective from23 June 2022 ; and, 2.Revokes the Tree Management Policy effective from 23 June 2022 as this new Policy supersedes it	Resolution 1 - Complete Resolution 2 - Complete Resolution 3 - Complete	Director Assets and Operations	Completed	100%
COR	22-Jun-22	Scheduled	Contracts to be Awarded - June 2022 That Council, 1.Notes that the following contracts will be awarded by Council officers underdelegated authority:, (a)C22.1166 Woodend Community Centre Design and Documentation, (b)C22.1167 Landscape Upgrade Stage 1 – Manna Gum, (c)C22.1168 Kyneton Museum – Minor Works retender, 2.Note the breach of the Procurement Policy.	Resolution noted	Director Corporate	Completed	100%
COR	22-Jun-22	Scheduled	2022-2023 Growing Suburbs Fund That Council, 1.Endorses the Chief Executive Officer to submit an application to the 2022-2023Growing Suburbs Fund in priority order as follows:, (a)Gisborne Skate Park and Pump Track, (b)Electric Vehicle Charging Station, 2.Requests that community stakeholders are contacted and notified of Council'sintention to apply for funding through this program and seek letters of support.	Resoulution in progress. Officers currently assessing and preparing information	Director Corporate	In Progress	25%
COR	22-Jun-22	Scheduled	Record of Meetings of Councillors and Council Officers - May - June 2022 That Council receives and notes the record of meetings of Councillors and Council staff, as outlined in this report	No further action required	Governance Team	Completed	100%
CX	22-Jun-22	Scheduled	RECOGNITION OF QUEEN'S BIRTHDAY HONOUR RECIPIENTS That Council sends letters to Margaret Dearricott OAM and Malcolm Grant OAM in recognition of their 2022 Queen's Birthday Honour award	Letters prepared for Queen's Birthday Honour recipients.	Chief Executive Officer	Completed	100%
COR	22-Jun-22	Scheduled	Confirmation of Minutes See minutes for full resolution	No further action required	Governance Team	Completed	100%
COR	22-Jun-22	Scheduled	Mayor's Report - May to June 2022 That Council receives and notes the Mayor's report	No further action required	Governance Team	Completed	100%
PE	22-Jun-22	Scheduled	Instrument of Delegation for Stanley Park Community Asset Committee That Council, 1.Endorses the Instrument of Delegation for the Stanley Park Community Asset Committee under section 65 of Local Government Act 2020; and, 2.Requests the Chief Executive Officer to commence advertising for expressions of interest to fill the committee positions and appoint the committee	Advertising for expression of interest to fill the committee positions is planned to commence 1 July 2022	Director Planning and Environment	Completed	100%
COM	22-Jun-22	Scheduled	Every Age Counts That Council: 1.Takes the following pledge, in support of the EveryAGE Counts campaign:Council stands for a world without ageism, where all people of all ages arevalued and respected and their contributions are acknowledged. Councilcommits to speak out and take action to ensure older people can participateon equal terms with others in all aspects of life. 2.Joins the EveryAGE Counts Coalition, to work in partnership with groups andindividuals across Australia to progress towards a society where every personis valued, connected and respected, regardless of age.	1. Pledge publicly stated. NFA. 2. Steps to join coalition to be completed in Q1 2022/23	Director Community	In progress	50%
COM	22-Jun-22	Scheduled	Small Project Grants That Council: 1.Approves the awarding of the Ashbourne Landcare Small Project Grantsapplication of \$1087.50 for the purchase of signage for their members topromote the Landcare group and attract further support and membership. 2.Approves the awarding of the Kyneton Art Group Inc. Small Project Grantsapplication of \$1,500 for the purchase of teardrop signage to increase promotion of the group to attract new members and improve awareness of their events. 3.Carries forward the remaining \$16,968 in the 2021/22 Small Project Grantbudget allocation to 2022/23 to supplement the allocation for the CommunityFunding Scheme.	1. In progress 2. In progress 3. In progress	Director Community	In progress	50%
CX	22-Jun-22	Scheduled	Community Engagement Policy Report & Review That Council, 1.Adopts the updated Community Engagement Policy and revokes the currentCommunity Engagement Policy effective from 23 June 2022; and, 2.Notes the Community Engagement Policy review report and recommendations	Adopted policy available on Council's website.	Chief Executive Officer	Completed	100%
COR	22-Jun-22	Scheduled	Audit and Risk Committee Biannual Update That Council notes the Audit and Risk Committee Biannual Report - June 2022 - and thanks the committee and the Chair for the report	Resolution completed	Director Corporate	Completed	100%

Directorate	Date	Meeting type	Report link	Comment (Council resolution update)	Actioning officer	Status description	% completed
PE	22-Jun-22	Scheduled	Hanging Rock Precinct Master Plan That Council, 1.Notes the revised Hanging Rock Precinct Master Plan, as provided separatelyto Councillors, and notes that Council will continue to work with DELWP onthe detailed design of each of the facilities and infrastructure included in theMaster Plan;; 2.Notes the detailed design of the facilities and infrastructure included in theMaster Plan will be important to the community and requests that DELWPundertake community engagement for each key design element;; 3.Writes to the Minister for Energy, Environment and Climate Change to expressCouncil's position outlined in recommendations 1 and 2;; 4.Authorises and requests the CEO to prioritise actions and discussions withDELWP, the Hanging Rock sporting clubs and other relevant agencies, tosecure new, permanent and appropriately funded facilities in close proximityto their current location for the sporting clubs impacted by the delivery of thefinal Hanging Rock Precinct Master Plan.	1 & 2 for noting only, no action required., 3 - Letter currently being drafted, 4. - Actioned when recommendation passed in Council	Director Planning and Environment	In Progress	50%
PE	22-Jun-22	Scheduled	Lancefield Development Plan Overlay 24 - Streamlining for Growth Application That Council notes that an application has been submitted to the Victorian Planning Authority to seek funding through the Streamlining for Growth program to enable Council to prepare development plans for land covered by Development Plan Overlay Schedule 24 within Lancefield as outlined in this report	No further action required	Director Planning and Environment	Completed	100%

SECTION 7

Governance Schedule – Statutory Compliance Obligations

There are numerous statutory obligations imposed upon Councils, Councillors and staff under the Local Government Act 1989 and the Local Government Act 2020 (the 'Act') with varying frequency of actions and reporting requirements.

To ensure that Council fulfils its obligations under the Act, a 'Governance Schedule' has been developed as an internal monitoring and reporting tool. The schedule acts as a reminder of key dates throughout the year of actions to be completed. The schedule will also assist in a 'whole of organisation' approach to achieving and maintaining good governance and in supporting responsible officers in completing the obligations.

MACEDON RANGES SHIRE COUNCIL - STATUTORY OBLIGATIONS

Statutory Obligations are imposed upon Council, Councillors and Council Officers under the *Local Government Act 1989*. On 24 March 2020, the *Local Government Act 2020* received Royal Assent. This report notes a number of the new provisions that took effect during the period.

NO.	RESPONSIBLE OFFICER	OBLIGATION	LGA 1989	LGA 2020	REQUIREMENTS	TIMELINE	STATUS / LAST COMPLETION DATE	NEXT DUE BY
1	Coordinator Governance	Reimbursement of expenses of Councillors and members of a delegated committee		40(1)	A Council must reimburse a Councillor or a member of a delegated committee for out-of-pocket expenses. Council must provide details of reimbursements to the Audit and Risk Committee	Ongoing	Ongoing	Ongoing
2	Director Community	Adopt complaints policy		107	Council to adopt complaints policy	By 31 December 2021	15-Dec-21	30-Apr-25
3	Coordinator Governance	Lodging of an initial personal interests return		133	Specified person must lodge an initial personal interests return with the CEO.	Within 30 days of taking oath/affirmation or of appointment	As required when nominated officers begin employment with Council	As required
4	Coordinator Governance	Lodging of biannual personal interests return		134	Specified person who continues to be a specified person must lodge biannual personal interests return with CEO twice yearly.	Twice yearly in March and September	31-Mar-22	30-Sep-22
5	Coordinator Governance	Publish summary of personal interest on Council's internet website		135	CEO to publish summary of personal interests on Council's internet website.	Twice yearly in April and October	08-Apr-22	31-Oct-22
6	Chief Executive Officer	Elect the Mayor and Deputy Mayor		26 & 27	Council must elect the Mayor and Deputy Mayor	Annually unless Council resolves otherwise	23-Nov-21	23-Nov-22
7	Director Corporate	Code of Conduct	95AA		The CEO must maintain a Code of Conduct for Council Staff	Executive review every three years	10-Mar-21	10-Mar-24
8	Director Corporate	Develop and implement Code of conduct for members or Council staff	95AA	49	A CEO must develop and implement a code of conduct for members of Council staff.	By 1 January 2022	31-Mar-22	31-Mar-23
9	Coordinator Governance	Keep delegations register		11(8)	The Council must keep a register of its delegations	Ongoing	Ongoing	Ongoing
10	Coordinator Governance	Conduct delegations review		11(7)	Council must review all delegations in force within 12 months after a general election	Review within 12 months after a general election	28 July 2021, 27 October 2021	As required
11	Coordinator Governance	Keep register of delegations		47	The CEO must keep a register of delegations	Ongoing	Ongoing	Ongoing

NO.	RESPONSIBLE OFFICER	OBLIGATION	LGA 1989	LGA 2020	REQUIREMENTS	TIMELINE	STATUS / LAST COMPLETION DATE	NEXT DUE BY
12	Coordinator Governance	Right to make Submission	223		Where a person is given a right to make a submission Council must publish a public notice specifying the matter, prescribed details, submission date and the right to be heard in person	Council should provide not less than 28 days for submissions to be received	As required	As required
13	Manager Finance and Reporting	Adopt Council Plan		90	Council must adopt the Council Plan	By 31 October 2021	22-Jun-22	30-Jun-24
14	Manager Finance and Reporting	Adopt Financial Plan		91	Council must adopt the Financial Plan	By 31 October 2021	27-Oct-21	30-Jun-24
15	Manager Finance and Reporting	Adopt budget		94	Council must adopt its budget	By 30 June each year	22-Jun-22	30-Jun-23
16	Manager Finance and Reporting	Adopt revised Budget (where necessary)		95	Council must prepare a revised budget if circumstances arise which cause a material change in the budget which affect the financial operations of Council	As soon as practicable after the Council becomes aware of a change in the budget	As required	As required
17	Director Corporate	Adopt CEO Employment and Remuneration Policy		45	Council must adopt CEO Employment and Remuneration Policy	By 31 December 2021	15-Dec-21	31-Oct-25
18	Director Corporate	CEO responsibilities		46, 48 & 49	CEO must adopt Workforce plan and Recruitment Policy	By 31 December 2021	31-Mar-21	31-Dec-24
19	Manager Finance and Reporting	Adopt Community Vision		88	Council must adopt the Community Vision	By 31 October 2021	27-Oct-21	31-Oct-25
20	Manager Communications and Engagement	Preparation and adoption of Annual Report		98 & 99	Council must prepare and adopt the Annual Report (including the performance and financial statements)	By 30 November 2021 - Extension provided by Local Government Victoria for 2021	27-Oct-21	31-Oct-22
21	Manager Finance and Reporting	Performance Statement		99	Council must submit the performance statement and financial statements to the auditor	As soon as is reasonably practicable after each financial year	06-Sep-21	30-Sep-22
22	Manager Finance and Reporting	Performance Statement		99	Council must submit the statement to its auditor for reporting on the audit	After passing a resolution giving approval to the performance statement and financial statements	22-Sep-21	30-Sep-22
23	Manager Finance and Reporting	Performance Statement		99	The auditor must prepare a report on the performance statement	Once every financial year	29-Sep-21	30-Sep-22
24	Manager Finance and Reporting	Performance Statement		99	Council must ensure that the performance statement and financial statements, in their final form, after any changes have been made, are certified by two Councillors authorised by the Council	After changes recommended or agreed by the auditor have been made	22-Sep-21	31-Oct-22

NO.	RESPONSIBLE OFFICER	OBLIGATION	LGA 1989	LGA 2020	REQUIREMENTS	TIMELINE	STATUS / LAST COMPLETION DATE	NEXT DUE BY
25	Manager Finance and Reporting	Performance Statement		99	The auditor must provide the Council and the Minister with a copy of the report on the performance statement	As soon as is reasonably practicable (the auditor is required to report on the financial statements to the Council within 4 weeks and give a copy of the report to the Minister)	30-Sep-21	30-Sep-22
26	Manager Communications and Engagement	Annual Report		100	Council must consider the Annual Report at a meeting of the Council as soon as practicable but within the time required by the regulations	Under the Local Government (Planning and Reporting) Regulations 2014 Council must hold a meeting to consider the Annual Report: s.22 (1) Within one month after submitting the Annual Report to the Minister. s.22 (2) In the year of a general election no later than the day before the election	27-Oct-21	31-Oct-22
27	Manager Finance and Reporting	Meet to consider annual report		100	The Mayor must report on the implementation of the Council Plan by presenting the annual report at a Council meeting.	In the year of a general election on a day not later than the day before an election day; and in any other year, within 4 months of the end of the financial year	27-Oct-21	31-Oct-22
28	Manager Finance and Reporting	CEO to present Quarterly Statements		97	CEO must ensure that a statement comparing budgeted and actual revenue and expenditure is presented at an open Council meeting	At least every 3 months	30 June 2021 presented to Council on 25 August 2021 30 September 2021 presented to Council on 24 November 2021 31 December 2022 presented to Council on 23 February 2022 31 March 2022 presented to Council on 25 May 2022	30 June 2022 to be presented to Council 24 August 2022
29	Manager Finance and Reporting	CEO to present quarterly budget report		97	CEO to ensure that quarterly budget report is presented to the Council at a Council meeting open to the public	As soon as reasonably practicable at the end of each quarter of the financial year	30 June 2021 presented to Council on 25 August 2021 30 September 2021 presented to Council on 24 November 2021 31 December 2021 presented to Council on 23 February 2022 31 March 2022 presented to Council on 25 May 2022	30 June 2022 to be presented to Council 24 August 2022
30	Manager Finance and Reporting	Land Valuation	157(2)		Council must publish public notice of a decision to change its system of valuation	Promptly	N/A	As required

NO.	RESPONSIBLE OFFICER	OBLIGATION	LGA 1989	LGA 2020	REQUIREMENTS	TIMELINE	STATUS / LAST COMPLETION DATE	NEXT DUE BY
31	Manager Finance and Reporting	Rates & Charges	158(1)		Council must declare the amount it intends to raise by general rates, municipal charges, service rates and charges	At least once every financial year declare by 30 June	22-Jun-22	30-Jun-23
32	Manager Finance and Reporting	Rates & Charges	Part 8A		Under Section 10E(1)(a) of the Essential Services Commission Act 2001, the Essential Services Commission (ESC) has a responsibility to monitor and review Councils compliance with the caps set under Part 8A of the Local Government Act 1989.	Annually	23-Sep-21	30-Sep-22
33	Manager Finance and Reporting	Adopt Revenue and Rating Plan		93	Council must adopt the Revenue and Rating plan	By 30 June after a general election for a period of the next 4 financial years	29-Jun-21	30-Jun-25
34	Director Assets and Operations	Adopt Asset Plan		92	Council to adopt Asset Plan	By 30 June 2022	22-Jun-22	30-Jun-23
35	Coordinator Contracts	Prepare and adopt Procurement Policy		108	Council must prepare and adopt a Procurement Policy	By 1 January 2022 - Council must then review the Policy at least once every 4 year term of the Council	24-Nov-21	31-Dec-25
36	Manager Finance and Reporting	Publish notice of intention to sell land		114	Before selling or exchanging land Council must publish notice of its intention at least 4 week prior to the sale via Council's internet website and undertake the community engagement process	Ongoing from 1 July 2021	As required	As required
37	Manager Finance and Reporting	Include any proposal to lease land in the financial year budget		115	Council must include any proposal to lease land in a financial year in the budget where the lease is for one year or more and for a value of \$100,000 or more per year and the current market rental value is \$100,000 or more per year; and for 10 years or more	Ongoing from 1 July 2021	As required	As required
38	Coordinator Governance	Register of Authorised Officers	224(1A)		Maintain a register that shows all people appointed as authorised officers	Ongoing	Ongoing	Ongoing
39	Coordinator Governance	Authorised Officers	224(2)		Council must issue an identity card to each authorised officer	Ongoing	As required	As required

Note

1. Next general election is assumed to be held on 26 October 2024.
2. Dates reflect the statutory timeframe for completion of the outcome.

SECTION 8

Councillor Expenditure

The Councils' Councillor Support Policy defines the level of resources that shall be provided to Councillors to assist in the performance of their roles.

In the interest of transparency and accountability the policy requires that the collective Councillor expenses incurred via reimbursement or paid directly by Council be reported on a quarterly basis in relation to:

- travel and accommodation*
- car mileage*
- family care*
- information, communication and technology*
- conference and training (individual and collective)*

Quarter 4 2021-22 Councillor Expenditure excluding allowances and Mayoral vehicle

4th quarter	Travel /accom	Car mileage	Family care	I&CT	Events & Conferences (Representative)	Training & Development (Individual)	*Training & Development (Collective)
Cr Jennifer Anderson	\$21	\$0	\$0	\$131	\$0	\$221	
Cr Janet Pearce	\$34	\$1,829	\$0	\$131	\$0	\$2,297	
Cr Mark Ridgeway	\$0	\$2,415	\$0	\$86	\$0	\$78	
Cr Annette Death	\$489	\$0	\$141	\$124	\$65	\$0	
Cr Geoff Neil	\$0	\$2,448	\$0	\$77	\$0	\$0	
Cr Bill West	\$0	\$1,322	\$0	\$131	\$0	\$0	
Cr Dominic Bonanno	\$137	\$1,713	\$0	\$59	\$0	\$0	
Cr Rob Guthrie	\$0	\$1,550	\$0	\$119	\$0	\$0	
Cr Anne Moore	\$0	\$0	\$0	\$87	\$0	\$0	
	\$681	\$11,277	\$141	\$943	\$65	\$2,596	\$0

* This appears as a single cost as it relates to training and development undertaken or offered to the councillor group as a whole.

2021-22 Year to Date Councillor Expenditure excluding allowances and Mayoral vehicle

2021/2022 YTD	Travel /accom	Car mileage	Family care	I&CT	Events & Conferences (Representative)	Training & Development (Individual)	*Training & Development (Collective)
Cr Jennifer Anderson	\$62	\$0	\$0	\$522	\$618	\$671	
Cr Janet Pearce	\$77	\$3,467	\$0	\$522	\$361	\$2,382	
Cr Mark Ridgeway	\$0	\$5,924	\$0	\$352	\$50	\$78	
Cr Annette Death	\$489	\$0	\$141	\$512	\$120	\$450	
Cr Geoff Neil	\$0	\$6,011	\$0	\$213	\$0	\$0	
Cr Bill West	\$0	\$1,322	\$0	\$522	\$0	\$0	
Cr Dominic Bonanno	\$137	\$2,380	\$0	\$238	\$0	\$0	
Cr Rob Guthrie	\$0	\$3,130	\$0	\$436	\$116	\$0	
Cr Anne Moore	\$0	\$0	\$0	\$388	\$0	\$0	
	\$765	\$22,234	\$141	\$3,706	\$1,265	\$3,581	\$0

* This appears as a single cost as it relates to training and development undertaken or offered to the councillor group as a whole.

SECTION 9


Councillor Activities in the Community



Councils' Councillor Support Policy defines the level of resources that shall be provided to Councillors to assist in the performance of their roles.



In conjunction with the reporting to Council on Councillor Expenses the policy requires that Councillors be provided the opportunity to submit a summary of their activities in the community over the preceding quarter and this be incorporated in to the quarterly reporting regime.



The following report includes the attendances of Councillors at Ordinary and Special Council Meeting and Assemblies of Councillors during the preceding quarter. The report additionally lists the external and internal committees / working groups and organisations to which each Councillor is currently appointed.



Councillor activity report: 1 April – 30 June 2022

Cr Jennifer Anderson West Ward	Council meetings attended: <small>(including scheduled, unscheduled and Delegated Committees)</small>	8	Other meetings of Councillors attended:	14
	<p>Appointments to internal/external committees and groups:</p> <ul style="list-style-type: none"> • Submitters Delegated Committee • Planning Delegated Committee • Chief Executive Officer Employment and Remuneration Committee • Central Victorian Greenhouse Alliance (CVGA)(sub) • Municipal Association of Victoria (MAV) • Municipal Fire Management Planning Committee • Local Government Working Group On Gambling (sub) <p>Specific activities highlighted by Councillors:</p> <ul style="list-style-type: none"> • Participated in the Open Space Strategy, a deliberative engagement community panel that heard from participants about their positive experience of the process. • Attended a community support volunteer afternoon tea and to hear and learn about the important work Council's volunteers undertake to assist those in need in our community. • Attended sod turning event at the Macedon Ranges Regional Sports Precinct. • Participated in Community Roundtable discussion regarding starting a Reconciliation action working group. • Ongoing contribution to the Storm Recovery participating in a habitat kit workshop and "where are we now" session, a storm recovery conversation with psychologist David Younger. 			

Cr Janet Pearce West Ward	Council meetings attended: <small>(including scheduled, unscheduled and Delegated Committees)</small>	8	Other meetings of Councillors attended:	15
	<p>Appointments to internal/external committees and groups:</p> <ul style="list-style-type: none"> • Submitters Delegated Committee • Planning Delegated Committee • Municipal Association of Victoria (MAV)(sub) • Rural Councils Victoria Inc (RCV)(sub) • Municipal Fire Management Planning Committee • Local Government Working Group On Gambling (sub) <p>Specific activities highlighted by Councillors:</p> <ul style="list-style-type: none"> • Attended Kyneton Senior Citizens for information and Q&A session on the budget. • Attended Truth-telling and Reconciliation Panel event and the Reconciliation Action Plan (RAP) Local Community Action Group Roundtable event. • Attended the afternoon tea with volunteers in the Shire recognising National Volunteer Week • Attended the Official sod turning to commence the Macedon Ranges Regional Sports Precinct (MRRSP) • Attended the Macedon Ranges Arts and Culture launch • Attended lighting of the Town Hall in the colours of the Ukrainian flag 			
Cr Mark Ridgeway West Ward	Council meetings attended: <small>(including scheduled, unscheduled and Delegated Committees)</small>	8	Other meetings of Councillors attended:	13
	<p>Appointments to internal/external committees and groups:</p> <ul style="list-style-type: none"> • Submitters Delegated Committee • Planning Delegated Committee • Audit and Risk Committee • Annual Meeting of Braemar College Ltd • Macedon Ranges Local Safety Committee (sub) • MAV Emergency Management Committee (sub) <p>Specific activities highlighted by Councillors:</p> <ul style="list-style-type: none"> • Attended ANZAC day ceremonies at Malmsbury, Kyneton and Woodend. • Attended Kyneton Town Hall Program Launch • Attended Braemar College AGM • Attended Open Space Community Assembly • Attended Woodend Rotary Changeover 			

Cr Annette Death East Ward	Council meetings attended: (including scheduled, unscheduled and Delegated Committees)	8	Other meetings of Councillors attended:	15
	<p>Appointments to internal/external committees and groups:</p> <ul style="list-style-type: none"> • Submitters Delegated Committee • Planning Delegated Committee • Chief Executive Officer Employment and Remuneration Committee • Central Victorian Greenhouse Alliance (CVGA) • Local Government Working Group On Gambling <p>Specific activities highlighted by Councillors:</p> <ul style="list-style-type: none"> • Attended Reconciliation Community roundtable Woodend (reconciliation week) • Participated in two Cool changes workshop • Attended Riddells Creek Farmers Market listening post • Attended ANZAC Day ceremonies • Attended Riddells Creek Community Planning Session 			
Cr Geoff Neil East Ward	Council meetings attended: (including scheduled, unscheduled and Delegated Committees)	8	Other meetings of Councillors attended:	15
	<p>Appointments to internal/external committees and groups:</p> <ul style="list-style-type: none"> • Submitters Delegated Committee • Planning Delegated Committee • Audit and Risk Committee • Annual Meeting of Braemar College Ltd Committee (sub) • Rural Councils Victoria Inc (RCV) • Municipal Fire Management Planning Committee <p>Specific activities highlighted by Councillors:</p> <ul style="list-style-type: none"> • Attended Riddells Creek community planning session • Took part in Romsey Rec Reserve Master Plan community review • Attended volunteers afternoon tea • Attended Romsey NHH Multicultural feast of stories • Took part in Macedon Ranges Regional Sports Precinct sod turning • Participated in the Open Space Community Assembly 			

Cr Bill West East Ward	Council meetings attended: (including scheduled, unscheduled and Delegated Committees)	8	Other meetings of Councillors attended:	14
	Appointments to internal/external committees and groups: <ul style="list-style-type: none"> • Submitters Delegated Committee • Planning Delegated Committee • Calder Highway Improvement Committee • Goldfields Library Corporation Board 			
	Specific activities highlighted by Councillors: <ul style="list-style-type: none"> • Attended Anzac Day services at Lancefield and Romsey. • Attended Regional Sports Precinct Sod Turning ceremony. • Attended Flying Fox launch at Ash Wednesday Park. • Attended the Rural Round Kyneton District Football Club. • Participated in Community Planning Session at Riddells Creek. 			
Cr Dominic Bonanno South Ward	Council Meetings attended: (including scheduled, unscheduled and Delegated Committees)	8	Other meetings of Councillors attended:	13
	Appointments to internal/external committees and groups: <ul style="list-style-type: none"> • Submitters Delegated Committee • Planning Delegated Committee • Loddon Mallee Waste and Resource Recovery Group Forum 			
	Specific activities highlighted by Councillors: <ul style="list-style-type: none"> • Attended ANZAC Day Dawn Service - Mt Macedon • Participated in Loddon Mallee Local Government Waste Forum and TARG Meeting - Swan Hill • Attended Mt Macedon Anzac Day Dawn Service 'Sundowner' - Woodend RSL • Attended Sod turning event at the Macedon Ranges Regional Sports Precinct • Attended event Stories that enlighten & delight - multicultural feast of stories - Romsey Community Hub 			

Cr Rob Guthrie South Ward	Council Meetings attended: (including scheduled, unscheduled and Delegated Committees)	8	Other meetings of Councillors attended:	14
	Appointments to internal/external committees and groups: <ul style="list-style-type: none"> • Submitters Delegated Committee • Planning Delegated Committee • Chief Executive Officer Employment and Remuneration Committee • Goldfields Library Corporation Board (proxy) • Loddon Mallee Waste and Resource Recovery Group Forum (sub) • Macedon Ranges Heritage Council • Workspace Australia 			
	Specific activities highlighted by Councillors: <ul style="list-style-type: none"> • Attended official Building Opening, Sunbury & Cobaw Community Health Kyneton • Attended 2 Workspace Board Meetings in Bendigo • Laid a Wreath at the Gisborne Cenotaph on Anzac Day • Attended Gisborne Masonic Lodge Ceremony of Re-Consecration celebrating 100 years • Attended North Central Regional Catchment Strategy launch at Hepburn Springs 			
Cr Anne Moore South Ward	Council Meetings attended: (including scheduled, unscheduled and Delegated Committees)	6	Other meetings of Councillors attended:	12
	Appointments to internal/external committees and groups: <ul style="list-style-type: none"> • Submitters Delegated Committee • Planning Delegated Committee • Calder Highway Improvement Committee (sub) • Macedon Ranges Heritage Council • Macedon Ranges Local Safety Committee • MAV Emergency Management Committee 			
	Specific activities highlighted by Councillors: <ul style="list-style-type: none"> • Not provided 			



SPECIAL STATE COUNCIL MEETING AGENDA

Friday 16 September 2022

10.00 am – 2.00 pm

Melbourne Town Hall, 90 - 130 Swanston St, Melbourne

Order of business	
9:30 am	Registrations open <i>Light refreshments on arrival</i>
10:00 am	Welcome from Cr Clark, MAV President
10:35 am	Welcome to Country
10:40 am	Confirmation of minutes - State Council 24 June 2022
10.42 am	President's update Cr Clark, MAV President
10.50 am	MAV Rules review
Noon	Lunch
1:00 pm	MAV Policy and advocacy update
2:00 pm	Close



MINUTES

Minutes MAV meeting of the State Council – 24 June 2022

MAV meeting of the State Council

Attendees

Alpine Shire Council	Maribyrnong City Council
Ararat Rural City Council	Maroondah City Council
Banyule City Council	Melbourne City Council
Bass Coast Shire Council	Melton City Council
Bayside City Council	Mildura Rural City Council
Benalla Rural City Council	Mitchell Shire Council
Boroondara City Council	Monash City Council
Borough of Queenscliffe	Moonee Valley City Council
Brimbank City Council	Moorabool Shire Council
Buloke Shire Council	Moreland City Council
Campaspe Shire Council	Mornington Peninsula Shire Council
Casey City Council	Mount Alexander Shire Council
Central Goldfields Shire Council	Moyne Shire Council
Colac Otway Shire Council	Murrindindi Shire Council
Corangamite Shire Council	Nillumbik Shire Council
Darebin City Council	Northern Grampians Shire Council
East Gippsland Shire Council	Pyrenees Shire Council
Frankston City Council	South Gippsland Shire Council
Gannawarra Shire Council	Southern Grampians Shire Council
Glen Eira City Council	Stonnington City Council
Glenelg Shire Council	Strathbogie Shire Council
Golden Plains Shire Council	Surf Coast Shire Council
Greater Bendigo City Council	Swan Hill Rural City Council
Greater Dandenong City Council	Towong Shire Council
Greater Geelong City Council	Wangaratta Rural City Council
Greater Shepparton City Council	Warrnambool City Council
Hepburn Shire Council	Wellington Shire Council
Hindmarsh Shire Council	West Wimmera Shire Council
Hobsons Bay City Council	Whitehorse City Council
Horsham Rural City Council	Whittlesea City Council
Hume City Council	Wodonga City Council
Kingston City Council	Wyndham City Council
Knox City Council	Yarra City Council
Loddon Shire Council	Yarra Ranges Shire Council
Macedon Ranges Shire Council	Yarriambiack Shire Council
Manningham City Council	

Apologies

Ballarat City Council, Baw Baw Shire Council, Cardinia Shire Council, Indigo Shire Council, La Trobe City Council, Mansfield Shire Council, Moira Shire Council and Port Phillip City Council



MINUTES

Minutes MAV meeting of the State Council – 24 June 2022

Item 1: Welcome and introductory from MAV President

Cr Clark, MAV President opened the meeting at 9.02 am with introductory remarks and Acknowledgment of Country. The President passed on an apology from Wurundjeri Man, Thane Garvey.

Item 2: Electronic Voting

That voting on matters before State Council 24 June 2022 be conducted by electronic voting.

Moved: Cr Staikos, Kingston City Council

Seconded: Cr Anderson, Macedon Ranges Shire Council

CARRIED

Item 3: Confirmation of Minutes

That State Council approves the minutes of the meeting of State Council on 21 May 2021.

Moved: Cr Symon, Maroondah City Council

Seconded: Cr Nguyen, Yarra Ranges

CARRIED

Item 4: Procedural Motion: Speaker limits

That speakers be allowed not more than two minutes to speak to any motion or amendment, and that the mover of a motion has one minute for a right of reply.

Moved: Cr Emerson, Northern Grampians Shire Council

Seconded: Cr Chisholm, Mitchell Shire Council

CARRIED

Item 5: Procedural Motion: State Council duration

That the State Council meeting finish no later than the scheduled time, being 4:00pm.

Moved: Cr Ebbels, Borough of Queenscliffe

Seconded: Cr Simpfendorfer, Wodonga City Council

CARRIED

Item 6: MAV President's Report – Cr Clark

That the State Council receive the MAV President's report.

Moved: Cr Grzybek, Greater Geelong City Council

Seconded: Cr Hollingsworth, Boroondara City Council

CARRIED



MINUTES

Minutes MAV meeting of the State Council – 24 June 2022

Item 7: MAV's Financial Statements 2020/21- CFO Anthony De Jong

That the State Council adopts the financial statements for 30 June 2021.

Moved: Cr Forsyth, Alpine Shire Council

Seconded: Cr Scales, Towong Shire Council

CARRIED

Item 8: MAV CEO's Update – Kerry Thompson

That the State Council note the MAV CEO's update.

Moved: Cr Martin, Bayside City Council

Seconded: Cr Riley, Moreland City Council

CARRIED

UNCONFIRMED



MINUTES

Minutes MAV meeting of the State Council – 24 June 2022

Motions: Proposed changes to MAV Rules

The State Council provided direction to the Board in relation to ten proposals related to the review of the MAV Rules as detailed below.

1: Those who may submit matters for consideration at State Council

Motion:

That the MAV require member councils to submit matters for consideration at meetings of State Council and to do so by Council resolution.

Moved: Cr Haweil, Hume City Council

Seconded: Cr McPhee, Swan Hill Rural City Council

CARRIED

2: Two-year MAV Memberships

Motion:

That MAV Rules require Councils to commit to two-year memberships of the MAV, payable by two annual instalments and to require a Council which intends to withdraw from financial membership of the MAV to provide notice of such intention no later than 31 December in the year prior to membership renewal.

Moved: Cr Staikos, Kingston City Council

Seconded: Chair Administrator Lydia Wilson, Whittlesea City Council

CARRIED

3: Those who may nominate for the office of the MAV President

Motion:

That MAV Rules require councillors nominating for the office of MAV President to be the nominated MAV representative of their Council.

Moved: Cr Forsyth, Alpine Shire Council

Seconded: Cr Leppert, Melbourne City Council

Motion to amend:

That 'OR be supported by at least ten MAV representatives where they are not a MAV representative of a council' be added to the motion.

Moved: Cr Klisaris, Stonnington City Council

Seconded: Cr Hollingsworth, Boroondara City Council

The amendment was put and was LOST.

The original motion before the State Council was put and was CARRIED.



MINUTES

Minutes MAV meeting of the State Council – 24 June 2022

4: The Presidential term and the Board term.

Motion:

That the MAV Rules provide for elections:

1. For the office of President every two years.
2. Of MAV Board members every two years.

Moved: Cr Grzybek, Greater Geelong City Council

Seconded: Cr Gstrein, Corangamite Shire Council

CARRIED

5: The size of the Board

Motion:

That the MAV Rules provide for a Board with a President and ten Board members with five Board members elected from rural and regional Councils and five Board members elected from metropolitan Councils.

Moved: Cr Scales, Towong Shire Council

Seconded: Cr Reeves, East Gippsland Shire Council

CARRIED

6: Regional Groupings of Councils

Motion:

That the MAV Rules maintain an equal number of regional groupings of rural and metropolitan councils for the purpose of electing Board members to the MAV Board.

Moved: Cr Majdlik, Melton City Council

Seconded: Cr Forsyth, Alpine Shire Council

CARRIED

The State Council took a morning tea break at 10.58 am and resumed at 11.15 am.

DIVISION CALLED

A division was called. The result of the division was FOR 64%, AGAINST 36% as below:

Council	Vote Weight	Response
Alpine Shire Council	1	For
Ararat Rural City Council	1	For
Banyule City Council	2	Against
Bass Coast Shire Council	1	For
Bayside City Council	2	Against
Benalla Rural City Council	1	For
Borough of Queenscliffe	1	For
Brimbank City Council	2	For



MINUTES

Minutes MAV meeting of the State Council – 24 June 2022

Buloke Shire Council	1	For
Casey City Council	2	Against
Colac Otway Shire Council	1	Against
Corangamite Shire Council	1	Against
Darebin City Council	2	Against
East Gippsland Shire Council	2	For
Frankston City Council	2	For
Gannawarra Shire Council	1	For
Glen Eira City Council	2	Against
Glenelg Shire Council	1	Against
Golden Plains Shire Council	1	For
Greater Dandenong City Council	2	For
Greater Geelong City Council	2	For
Hepburn Shire Council	1	For
Hindmarsh Shire Council	1	For
Hobsons Bay City Council	2	For
Horsham Rural City Council	1	For
Hume City Council	2	For
Kingston City Council	2	Against
Knox City Council	2	For
Loddon Shire Council	1	For
Macedon Ranges Shire Council	1	For
Manningham City Council	2	Against
Maribyrnong City Council	2	For
Maroondah City Council	2	For
Melbourne City Council	2	Against
Mildura Rural City Council	2	For
Mitchell Shire Council	1	For
Monash City Council	2	Against
Moonee Valley City Council	2	Against
Moorabool Shire Council	1	For
Moreland City Council	2	Against
Mornington Peninsula Shire Council	2	For
Mount Alexander Shire Council	1	For
Moyne Shire Council	1	For
Murrindindi Shire Council	1	For
Nillumbik Shire Council	2	For
Northern Grampians Shire Council	1	For
Pyrenees Shire Council	1	For
South Gippsland Shire Council	1	For
Southern Grampians Shire Council	1	For
Stonnington City Council	2	Against
Strathbogie Shire Council	1	Against
Surf Coast Shire Council	1	For
Swan Hill Rural City Council	1	For
Towong Shire Council	1	Against
Wangaratta Rural City Council	1	For
Warrnambool City Council	1	Against
Wellington Shire Council	2	For
West Wimmera Shire Council	1	For



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Whitehorse City Council	2	Against
Wodonga City Council	1	For
Wyndham City Council	2	For
Yarra City Council	2	Against
Yarra Ranges Shire Council	2	For
Yarriambiack Shire Council	1	For

Following the DIVISION, the motion was confirmed as CARRIED.

7: The tenure of the President and the Board members

Motion:

That the MAV Rules provide for a cap on:

1. Presidential service of four consecutive terms.
2. Board service of four consecutive terms.

Moved: Cr Mayne, Manningham City Council

Seconded: Cr Riley, Moreland City Council

CARRIED

DIVISION CALLED

A division was called. The result of the division was FOR 76%, AGAINST 24% as below:

Council	Vote Weight	Response
Alpine Shire Council	1	For
Ararat Rural City Council	1	For
Banyule City Council	2	For
Bass Coast Shire Council	1	For
Benalla Rural City Council	1	Against
Boroondara City Council	2	Against
Borough of Queenscliffe	1	For
Brimbank City Council	2	For
Buloke Shire Council	1	For
Campaspe Shire Council	1	For
Casey City Council	2	Against
Central Goldfields Shire Council	1	Against
Colac Otway Shire Council	1	Against
Corangamite Shire Council	1	For
Darebin City Council	2	For
East Gippsland Shire Council	2	Against
Frankston City Council	2	For
Gannawarra Shire Council	1	For
Glen Eira City Council	2	For
Glenelg Shire Council	1	For
Golden Plains Shire Council	1	For
Greater Bendigo City Council	2	Against
Greater Dandenong City Council	2	For



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Greater Geelong City Council	2	For
Greater Shepparton City Council	2	For
Hepburn Shire Council	1	For
Hindmarsh Shire Council	1	For
Hobsons Bay City Council	2	For
Horsham Rural City Council	1	For
Hume City Council	2	Against
Kingston City Council	2	For
Knox City Council	2	For
Loddon Shire Council	1	For
Macedon Ranges Shire Council	1	For
Manningham City Council	2	For
Maribyrnong City Council	2	For
Maroondah City Council	2	For
Melbourne City Council	2	For
Melton City Council	2	For
Mildura Rural City Council	2	For
Mitchell Shire Council	1	For
Monash City Council	2	For
Moonee Valley City Council	2	For
Moorabool Shire Council	1	For
Moreland City Council	2	For
Mornington Peninsula Shire Council	2	Against
Mount Alexander Shire Council	1	Against
Moyne Shire Council	1	For
Murrindindi Shire Council	1	For
Nillumbik Shire Council	2	Against
Northern Grampians Shire Council	1	For
South Gippsland Shire Council	1	For
Southern Grampians Shire Council	1	For
Stonnington City Council	2	For
Strathbogie Shire Council	1	For
Surf Coast Shire Council	1	For
Swan Hill Rural City Council	1	For
Towong Shire Council	1	For
Wangaratta Rural City Council	1	For
Warrnambool City Council	1	Against
Wellington Shire Council	2	Against
West Wimmera Shire Council	1	For
Whitehorse City Council	2	For
Whittlesea City Council	2	Against
Wodonga City Council	1	For
Wyndham City Council	2	For
Yarra City Council	2	For
Yarra Ranges Shire Council	2	Against
Yarriambiack Shire Council	1	For

Following the DIVISION, the motion was confirmed as CARRIED.



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8: By Elections

Motion:

That the MAV Rules provide:

1. A casual vacancy in the office of President occurring after 31 August in the year immediately preceding the election for the MAV President is to be filled by the Deputy President from the same general grouping of the Immediate Past President (Metropolitan or Rural) and if that Deputy President is no longer a member of the Board the other Deputy President would fill the vacancy.
If neither Deputy President were a member of the Board, the Board would elect a Board member as President.
2. A casual vacancy of a Board member occurring after 31 August in the year immediately preceding elections for the MAV Board will not be filled until the scheduled elections are held.

Moved: Cr Ireland, Hindmarsh Shire Council

Seconded: Cr La Vella, Central Goldfields Shire Council

CARRIED

9: Plural Voting

Motion:

That plural voting be abolished, and all voting be on the basis of one vote per member.

Moved: Cr Zanker, Yarriambiack Shire Council

Seconded: Cr Warren, Buloke Shire Council

CARRIED

DIVISION CALLED

A division was called. The result of the division was FOR 62%, AGAINST 38% as below:

Council	Vote Weight	Response
Alpine Shire Council	1	For
Ararat Rural City Council	1	For
Banyule City Council	2	Against
Bass Coast Shire Council	1	For
Bayside City Council	2	For
Benalla Rural City Council	1	For
Boroondara City Council	2	Against
Borough of Queenscliffe	1	For
Buloke Shire Council	1	For
Campaspe Shire Council	1	For
Casey City Council	2	Against
Central Goldfields Shire Council	1	For
Colac Otway Shire Council	1	For
Corangamite Shire Council	1	For
East Gippsland Shire Council	2	For



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Frankston City Council	2	Against
Gannawarra Shire Council	1	For
Glen Eira City Council	2	Against
Glenelg Shire Council	1	For
Golden Plains Shire Council	1	For
Greater Bendigo City Council	2	For
Greater Dandenong City Council	2	Against
Greater Geelong City Council	2	For
Greater Shepparton City Council	2	For
Hepburn Shire Council	1	For
Hindmarsh Shire Council	1	For
Hobsons Bay City Council	2	For
Horsham Rural City Council	1	For
Kingston City Council	2	Against
Knox City Council	2	Against
Loddon Shire Council	1	For
Macedon Ranges Shire Council	1	For
Manningham City Council	2	Against
Maribyrnong City Council	2	Against
Maroondah City Council	2	Against
Melton City Council	2	Against
Mildura Rural City Council	2	For
Mitchell Shire Council	1	For
Monash City Council	2	Against
Moonee Valley City Council	2	Against
Moreland City Council	2	Against
Mornington Peninsula Shire Council	2	For
Mount Alexander Shire Council	1	For
Moyne Shire Council	1	For
Murrindindi Shire Council	1	For
Nillumbik Shire Council	2	For
Northern Grampians Shire Council	1	For
South Gippsland Shire Council	1	For
Southern Grampians Shire Council	1	For
Stonnington City Council	2	Against
Strathbogie Shire Council	1	For
Surf Coast Shire Council	1	For
Swan Hill Rural City Council	1	For
Towong Shire Council	1	For
Wangaratta Rural City Council	1	For
Warrnambool City Council	1	For
Wellington Shire Council	2	For
West Wimmera Shire Council	1	For
Whitehorse City Council	2	Against
Whittlesea City Council	2	For
Wodonga City Council	1	For
Wyndham City Council	2	Against
Yarra Ranges Shire Council	2	For
Yarriambiack Shire Council	1	For

Following the DIVISION, the motion was confirmed as CARRIED.



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10: State Council

Motion:

That:

1. State Council continue to meet at least twice each year
2. the MAV Board be empowered to determine the strategic relevance of member proposed motions to be considered at State Council
3. member councils provide the MAV with a minimum of 60 days' notice of proposed motions
4. the MAV provide member Councils with a minimum of 30 days' notice of the State Council meeting agenda
5. the MAV Board be empowered to put Board proposals before State Council.

Moved: Cr Binks, Strathbogie Shire Council

Seconded: Cr Vance, Pyrenees Shire Council

CARRIED

Guest speaker Cr Linda Scott, ALGA President addressed State Council at 12.07 pm.

State Council took a lunch break at 12.30 pm and resumed at 1.45 pm.



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Motions from Membership

Procedural Motion: Consideration of late motions

Motion:

That State Council admit the five late motions as part of the business at the end of the meeting.

Moved: Cr Hollingsworth, Boroondara City Council

Seconded: Cr Riley, Moreland City Council

CARRIED

Consolidated Motions

C1: Economic Recovery from COVID-19

Motion:

That the MAV calls on the Victorian Government to partner with local government to introduce a range of measures to further stimulate the economy and improve employment growth by establishing a dedicated and ongoing COVID-19 economic response package that:

1. Provides funding to councils to continue the success of the outdoor dining program to pay for infrastructure and to be able to continue to subsidise costs to businesses for another three years and transition the temporary arrangements into more permanent structures where this is appropriate
2. Provides ongoing investment in programs that promote increased visitation and economic growth in activity centres.
3. Establishes a dedicated and ongoing COVID-19 economic response package for business that involves further payroll tax relief and additional business grants and development programs that support business recovery and growth
4. Develops local job prospectuses to improve and attract employment diversification
5. Improves access to technology to encourage business relocation
6. Promotes '20-minute city thinking'.

Motions being consolidated:

- Local Business Support - Brimbank City Council (Motion 30)
- Economic Wellbeing (COVID-19 Recovery) - Maribyrnong City Council (Motion 39)
- Support the continuation of outdoor dining - Melbourne City Council (Motion 60)

Moved: Cr Leppert, Melbourne City Council

Seconded: Cr Rennie, Darebin City Council

CARRIED



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C2: Mental Health and Wellbeing

Motion:

That the MAV calls on the Premier and Ministers for Mental Health and Local Government to:

1. Acknowledge the Victorian Government's commitment to implementing all recommendations of the Royal Commission into Victoria's Mental Health System including the establishment of up to 60 new adult Mental Health services across the state.
2. Request the Victorian Government of "Community Collectives" (Social Inclusion Action Groups).
 - a. the development of the Mental health and Wellbeing Plan with particular focus on services and opportunities for young people including employment pathways.
 - b. service developments drawing on councils' knowledge of local community needs and service gaps and opportunities through community and sporting groups.
 - c. exploration of partnership opportunities to ensure young people in isolated and public transport deprived areas and overseas students residing in Victoria have access to appropriate and relevant mental health services.

Motions being consolidated:

- Mental Health Support for Young People - Bayside City Council (Motion 1)
- Mental Health and Wellbeing - Brimbank City Council (Motion 3)
- Practical Mental Health - Frankston City Council (Motion 6)
- Mental Health – Jobs and Employment Pathways for Youth - Maribyrnong City Council (Motion 7)
- Increased Mental Health Support - Nillumbik Shire Council (Motion 20)

Moved: Cr Martin, Bayside City Council

Seconded: Cr Clarke, Maribyrnong City Council

CARRIED

Motion to amend:

Prior to the vote on the motion, Cr Iser, Moonee Valley City Council proposed 'and 13 infant, child and youth mental health services (delivered through partnerships)' be added to point 1.

Motion to amend:

Prior to the vote on the motion, Cr Child, Yarra Ranges Shire Council proposed 'initiatives recommended by the RCVHMS, particularly:' be added to point 2.

The amendments as proposed by Cr Iser, Moonee Valley Council and Cr Child, Yarra Ranges Shire Council were accepted by the mover and seconder.



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Amended Motion:

That the MAV calls on the Premier and Ministers for Mental Health and Local Government to:

1. Acknowledge the Victorian Government's commitment to implementing all recommendations of the Royal Commission into Victoria's Mental Health System including the establishment of up to 60 new adult Mental Health services and 13 infant, child and youth mental health services (delivered through partnerships) across the state.
2. Request the Victorian Government to formally engage with local government in the design and implementation of initiatives recommended by the RCMHS, particularly: "Community Collectives" (Social Inclusion Action Groups).
 - a) the development of the Mental health and Wellbeing Plan with particular focus on services and opportunities for young people including employment pathways
 - b) service developments drawing on councils' knowledge of local community needs and service gaps and opportunities through community and sporting groups
 - c) exploration of partnership opportunities to ensure young people in isolated and public transport deprived areas and overseas students residing in Victoria have access to appropriate and relevant mental health services

CARRIED

C3: Telecommunications Resilience**Motion:**

That the MAV calls on the Victoria Government to:

1. strongly advocate on the expansion of the Federal Government's Mobile Black Spot Program, and fair and equitable access to the NBN across regional Victoria.
2. work together with all relevant bodies including emergency response agencies, relevant telecommunications authorities and at all levels of Government across Australia to come together and establish an effective system of backup telecommunications that can function during and after an emergency or on-going natural disaster situation.

Motions being consolidated:

- Emergency Management - Telecommunications resilience - Mitchell Shire (Motion 45)
- Connectivity Improvements - South Gippsland Shire (Motion 56)

Moved: Cr Davies, South Gippsland Shire Council

Seconded: Cr Chisholm, Mitchell Shire Council

CARRIED



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C4: Maternal and Child Health Service

Motion:

That the MAV calls on the Victorian Government to:

1. review the outdated funding model for Maternal Child Health (MCH) Service and restore funding to 50-50 between councils and the Victorian Government.
2. review Key Age and Stage Framework including appointment times (increase appointment time) to cater for the cumulative increases in responsibilities added over the past decade by the end of 2023
3. review and update a MCH workforce strategy to maintain ongoing delivery of the MCH service.
4. Funding a new IT infrastructure system, to replace the outdated not fit for purpose Child Development Information System (CDIS) database by the end of 2024.

Motions being consolidated:

- Reviewing the Maternal and Child Health Program - City of Whittlesea (Motion 13)
- Maternal and Child Health Service - City of Boroondara (Motion 16)
- Maternal and Child Health Programs - Nillumbik Shire Council (Motion 19)

Moved: Cr Hollingsworth, Boroondara City Council

Seconded: Cr Eyre, Nillumbik Shire Council

CARRIED

C5: 3-year-old kindergarten reform

Motion:

That the MAV calls for increased funding by the State Government to ensure the 3-year-old kindergarten reform agenda is successfully implemented, including the increased demand for infrastructure provision to meet community needs.

Motions being consolidated:

- Early Years Infrastructure - South Gippsland Shire (Motion 14)
- 3-year-old kindergarten reforms - Nillumbik Shire Council (Motion 18)

Moved: Cr Davies, South Gippsland Shire Council

Seconded: Cr Eyre, Nillumbik Shire Council

Motion to amend:

Prior to the vote on the motion Cr. Child, Yarra Ranges Shire Council proposed that '3-year-old kindergarten' is replaced with 'state funded kinder'.

The amendment was accepted by the mover and seconder.

Amended motion:

That the MAV calls for increased funding by the State Government to ensure that the state funded kinder reform agenda is successfully implemented, including the increased demand for infrastructure provision to meet community needs.

CARRIED



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C6: Aged Care Services

Motion:

That the MAV calls on the Commonwealth Government to

1. recognise the significant role Local Government has in the delivery of age care services in Victoria.
2. review the proposed future funding model of the new Support at Home Program.

Motions being consolidated:

- Reversal of proposed funding cuts by the Australian Government to the aged care sector - Hobsons Bay City Council (Motion 33)
- Delivery of aged care services - Nillumbik Shire Council (Motion 62)

Moved: Cr Staikos, Kingston City Council

Seconded: Cr Dark, Greater Dandenong City Council

CARRIED

C7: Circular Economy Funding Support

Motion:

That the MAV calls on the Victorian Government for increased investment in the circular economy through dedicated funding streams to industry and local government to support local processing solutions, sector innovation and market development in the waste and recycling sectors.

Motions being consolidated:

- Greater funding to support the transition to a circular economy - City of Yarra (Motion 4)
- Circular economy - City of Stonnington (Motion 25)

Moved: Cr Haweil, Hume City Council

Seconded: Cr Nguyen, Yarra City Council

CARRIED

C8: Cost Shifting by Victorian Building Authority

Motion:

That the MAV calls on the Victorian Government to abandon the transfer of responsibility of the combustible cladding audits, oversight of the Essential Safety Measures maintenance regime, and orphaned building permits from the Victorian Building Authority (VBA) to local government and, in relation to orphaned building permits, the VBA use its powers under existing legislation to appoint a Manager for any Private Building Surveyor (PBS) business, if the PBS's registration has been suspended or cancelled.

Motions being consolidated:

- Combustible cladding rectification program - Hobsons Bay City Council (Motion 34)
- Victorian Building Authority's commitments on orphaned permits - Hobsons Bay City Council (Motion 35)
- Orphaned building permits - Yarra Ranges Council (Motion 63)



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- Cost shifting by VBA (combustible cladding, Essential Safety Measures, orphaned building permits) - City of Stonnington (Motion 69)

Moved: Cr Dark, Greater Dandenong City Council
Seconded: Cr Hemphill, Hobsons Bay City Council

CARRIED

C9: Woodfires in built up areas

Motion:

That the MAV calls on the State Government to:

1. provide stronger guidelines around the installation of new wood heaters in built up metropolitan areas through the planning process including the ability to not allow them
2. expand the EPA Ambient Air Network (including sensors to provide more localised data for each Local Government area) which will enable greater, fine-grained coverage
3. provide support for households with no other main form of heating to promptly switch to electric heating options through the introduction of a bulk-buy, subsidy or other incentive scheme.

Motions being consolidated:

- Woodfires in built up areas - City of Yarra (Motion 73)
- Woodfire heater smoke - Glen Eira City Council (Motion 86)

Cr Nguyen, Yarra City Council and Cr Cade, Glen Eira City Council requested motions 73 and 86 be considered separately. This consolidated motion was therefore not put at the meeting.

C10: Coordinated and timely delivery of new infrastructure for growing communities

Motion:

That the MAV calls on the State Government to:

1. prioritise the timely planning and consistent delivery of infrastructure and services that are the responsibility of its departments and agencies during the early phases of any new development
2. address the lack of investment in state infrastructure to support the increased urban development (including renewables, power, water, sewer, etc)
3. develop planning controls to manage the cumulative impacts of fast paced development to improve the liveability of the public realm and the sustainability of the community.

Motions being consolidated:

- Lack of Planning Controls and Infrastructure Investment - Bayside City Council (Motion 38)
- Growth Area – Integrated Planning Process - Mitchell Shire Council (Motion 43)

Moved: Cr Martin, Bayside City Council
Seconded: Cr Majdlik, Melton City Council

CARRIED



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C11: Maintenance of State Government transport assets

Motion:

That the MAV calls on the State Government to provide:

1. increased funding for the Department of Transport (DoT) and VicTrack to facilitate appropriate ongoing maintenance of their assets (including weed and vegetation management, litter pickup and graffiti removal) along arterial roads and freeways and rail and tram corridors
2. the option for this maintenance work to be undertaken by councils, should they choose to do so on behalf of DoT, under an indexed full cost recovery model

Motions being consolidated:

- Improvement to the freeway entrances to towns and suburbs - Hobsons Bay City Council (Motion 37)
- Roadside mowing and vegetation maintenance - Wodonga City Council (Motion 49)
- Department of Transport, VicRoads and VicTrack Road and Trackside Maintenance Funding Increase - Maroondah City Council (Motion 64)
- Investment of additional resources for the maintenance of State Government transport assets - City of Port Phillip (Motion L4)

Moved: Cr Symon, Maroondah City Council

Seconded: Cr Nguyen, Yarra Ranges Shire Council

CARRIED

C12: Weed and pest management

Motion:

That the MAV calls on the Victorian Government to:

1. acknowledge and address the significant weed infestations on Crown land and Land under the control of various Government agencies and Departments
2. increase funding support for enforcement of declared noxious weeds by Agriculture Victoria and for the delivery of Pest and Weed mitigation and management programs, including strategic research and programs that help farmers manage weeds and pests on their properties.

Motions being consolidated:

- Enforcement of Declared Noxious Weeds by Agriculture Victoria - Mitchell Shire Council (Motion 44)
- Weed and pest management - South Gippsland Shire Council (Motion 55)

Moved: Cr Davies, South Gippsland Shire Council

Seconded: Cr Majdlik, Melton City Council

CARRIED



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C13: Public Transport

Motion:

That the MAV calls on the Victorian Government to improve public transport, including:

1. provision of better bus routes, cleaner and more frequent trains and trams, better integrated transport hubs, and improving connections to areas that are underserved
2. providing the option for people to travel on buses with bikes
3. investigating activating river transport as an option where it might be viable to do so.

Motions being consolidated:

- Reshape the Melbourne metropolitan bus network - Hobsons Bay City Council (Motion 36)
- Transport Connections - Maribyrnong City Council (Motion 41)
- Public Transport - South Gippsland Shire (Motion 53)

Moved: Cr Gulline, Horsham Rural City Council

Seconded: Cr Hemphill, Hobsons Bay City Council

CARRIED

C14: Active Transport

Motion:

The MAV calls on the Victorian Government to support active transport through:

1. Providing funding to councils to fund and deliver pedestrian and cycling improvement projects throughout all of Victoria
2. Provide funding to support a safer and accessible active transport network
3. Improve the connectivity of active transport routes on State Government land with local transport networks to create and extend active transport networks,
4. Including separated cycle ways and more bicycle storage at train stations and activity centres to encourage sustainable and integrated transport options
5. Ensure that active transport is included in Victoria's integrated transport plan as recommended by Infrastructure Victoria in the 'Victoria's Infrastructure Strategy 2021-2051'.

Motions being consolidated:

- Improvements to pedestrian and cycling infrastructure - Hobsons Bay City Council (Motion 5)
- Cycling and Pedestrian Safety - Maribyrnong City Council (Motion 8)
- Active Transport - Wyndham City Council (Motion 23)

Moved: Cr Majdlik, Melton City Council

Seconded: Cr Melican, Banyule City Council

CARRIED



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C15: School crossing supervision

Motion:

That the MAV seeks a commitment from the State Government to fully fund school crossing supervision and not impose costs on ratepayers and residents for a service that is unrelated to core Local Government functions.

Failing this, call on State Government to provide fair share funding for the provision of the school crossing supervisor service.

Motions being consolidated:

- School Crossing Supervision - Mitchell Shire Council (Motion 11)
- School Crossings Supervision - Monash City Council (Motion 17)
- School Crossing Service - Councils to receive fair share funding - City of Stonnington (Motion 24)

Moved: Cr Samardzija, Monash City Council

Seconded: Cr Chisholm, Mitchell Shire Council

CARRIED

C16: Local Government capacity to resource State Government services and tax collection

Motion:

That the MAV calls on the State Government to provide Local Government Authorities the financial funding support required to continue providing the services to the community that the State Government has cost-shifted its responsibilities, in part or full, to Local Government over time including where local government collects levies for the State Government. These critical services are deemed integral to the health and wellbeing of the community as demonstrated consistently through a wide range of community engagement over a long period of time and should have remained either cost neutral to Local Government, or the greater cost burden remaining with State Government.

Motions being consolidated:

- State Government Levies - Frankston City Council (Motion 77)
- Local Government capacity to resource State Government services and tax collection - Maroondah City Council (Motion 22)

Moved: Cr Conroy, Frankston City Council

Seconded: Cr Symon, Maroondah City Council

CARRIED



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High priority motions

Motions of high priority are linked to the MAV Strategy 2021-25 and aligned with MAV's current advocacy on key issues before State Government.

1: Mental health support for young people

Submitting Council: Bayside City Council

Consolidated

See Consolidated Motion 2: Mental Health and Wellbeing.

2: Rate Capping

Submitting Council: Bayside City Council

Motion:

That the MAV requests the Minister for Local Government takes into account the volatility in CPI when setting rates and seeks engagement with the sector prior to the next setting of the rate cap.

Moved: Cr Martin, Bayside City Council
Seconded: Cr Staikos, Kingston City Council

CARRIED

3: Mental health and wellbeing

Submitting Council: Brimbank City Council

Consolidated

See Consolidated Motion 2: Mental Health and Wellbeing.

4: Greater funding to support transition to a circular economy

Submitting Council: City of Yarra

Consolidated

See Consolidated Motion 7: Circular Economy Funding Support.

5: Improvements to pedestrian and cycling infrastructure

Submitting Council: Hobsons Bay City Council

Consolidated

See Consolidated Motion 14: Active Transport.



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6: Practical Mental Health Support

Submitting Council: Frankston City Council

Consolidated

See Consolidated Motion 2: Mental Health and Wellbeing.

7: Mental Health, Jobs, and Employment Pathways for Youth

Submitting Council: Maribyrnong City Council

Consolidated

See Consolidated Motion 2: Mental Health and Wellbeing.

8: Cycling and Pedestrian Safety

Submitting Council: Maribyrnong City Council

Consolidated

See Consolidated Motion 14: Active Transport.

9: Sex Work Decriminalisation Act – Implementation

Submitting Council: Maribyrnong City Council

Motion:

That MAV calls on the Victoria Government to:

1. undertake genuine collaboration with Local Government to implement the objectives and clarify compliance roles in the Sex Work Decriminalisation Act; and
2. provide appropriate levels of funding to assist Council in not only the implementation of the planning and regulatory framework, but also to provide appropriate training for staff.

Moved: Cr Clarke, Maribyrnong City Council

Seconded: Cr Ramesh, Wyndham City Council

CARRIED

10: Comprehensive Candidate Certification Program

Submitting Council: Strathbogie Shire Council

Motion:

That the MAV work in partnership with the State Government to:

1. replace the candidate certification program used for the 2020 General Election with a mandatory comprehensive candidate training program for the 2024 general election cycle to ensure all prospective candidates have a deep and clear understanding of the role of a councillor and council to drive sector capability and good governance



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2. develop and deliver a state-wide councillor induction program for the 2024 general election cycle that is driven by Local Government Victoria, delivered on a regional basis, and funded by the State to ensure all councillors receive the same induction training in a way that is efficient and helps build relationships and support networks across the state.

Moved: Cr Binks, Strathbogie Shire Council
Seconded: Cr Scales, Towong Shire Council

CARRIED

11: School Crossing Supervision

Submitting Council: Mitchell Shire Council

Consolidated

See Consolidated Motion 15: School crossing supervision.

12: Resourcing for Kerbside Reforms

Submitting Council: Mitchell Shire Council

Motion:

That the MAV call on the State Government to increase funding support to local government for the introduction of and ongoing implementation of kerbside reforms.

Moved: Cr Chisholm, Mitchell Shire Council
Seconded: Cr La Vella, Central Goldfields Shire Council

CARRIED

13: Reviewing the Maternal and Child Health Program

Submitting Council: City of Whittlesea

Consolidated

See Consolidated Motion 4: Maternal and Child Health Service

14: Early Years Infrastructure

Submitting Council: South Gippsland Shire Council

Consolidated

See Consolidated Motion 5: 3-year-old kindergarten reform.



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15: Road's infrastructure funding

Submitting Council: South Gippsland Shire Council

Motion:

The MAV calls on the Victorian Government to:

1. support the advocacy requests outlined in MAV's Transport Advocacy Strategy 2022 'Locals Know What Locals Need' Rural and Regional Overview:
 - a. Deliver \$20 million annually for a local road blackspot treatment and prevention program.
 - b. Expand the current Rural Roads Support package.
 - c. Deliver \$11 million over two years for a black hole funding program,
2. re-instate the Fixing Country Roads program to assist councils to improve the current state of their local roads to enhance the connectivity, reliability, and efficiency of regional communities.

Moved: Cr Davies, South Gippsland Shire Council

Seconded: Cr La Vella, Central Goldfields Shire Council

CARRIED

16: Maternal & Child Health Service

Submitting Council: City of Boroondara

Consolidated

See Consolidated Motion 4: Maternal and Child Health Service.

17: School Crossings Supervision

Submitting Council: Monash City Council

Consolidated

See Consolidated Motion 5: School crossing supervision.

18: 3-year-old kindergarten reforms

Submitting Council: Nillumbik Shire Council

Consolidated

See Consolidated Motion 5: 3-year-old kindergarten reform.

19: Maternal and Child Health Programs

Submitting Council: Nillumbik Shire Council

Consolidated

See Consolidated Motion 4: Maternal and Child Health Service.



MINUTES

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20: Increased mental health support

Submitting Council: Nillumbik Shire Council

Consolidated

See Consolidated Motion 2: Mental Health and Wellbeing.

21: Enhancing Disaster Recovery Funding Arrangements

Submitting Council: Yarra Ranges Council

Motion:

That the MAV advocate for State and Federal funding agencies administering the Disaster Recovery Funding Arrangements to commit to adjusting the funding arrangements to allow for:

1. Greater flexibility to recovery funding support for medium and largescale disaster events, that allows for quicker tailored responses to local disaster impacts.
2. Funding flexibility that enables opportunities to address early establishment of recovery needs for impacted councils and their communities, in order to support a resilient and enhanced recovery effort.
3. Provide greater funding clarity that doesn't link funding to a budgetary cycle but instead links funding to the scale and type of disaster experienced.
4. Adopt a more streamlined and pragmatic approach to claims assessment and approval to allow funds to flow more quickly back to councils to reimburse response, relief, and recovery activities.

Moved: Cr Child, Yarra Ranges Council

Seconded: Cr Reeves, East Gippsland Shire Council

CARRIED

22: Local Government capacity to resource State Government services and tax collection

Submitting Council: Maroondah City Council

Motion:

That the MAV calls on the State Government to provide Local Government Authorities the financial funding support required to continue providing the services to the community that the State Government has cost-shifted its responsibilities, in part or full, to Local Government over time. These critical services are deemed integral to the health and wellbeing of the community as demonstrated consistently through a wide range of Community engagement over a long period of time and should have remained either cost neutral to Local Government, or the greater cost burden remaining with State Government.

Moved: Cr Symon, Maroondah City Council

Seconded: Cr Clarke, Maribyrnong City Council

CARRIED



MINUTES

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23: Active Transport

Submitting Council: Wyndham City Council

Consolidated

See Consolidated Motion 14: Active Transport.

24: School Crossing Service - Councils to receive far share funding

Submitting Council: City of Stonnington

Consolidated

See Consolidated Motion 15: School crossing supervision.

25: Circular Economy

Submitting Council: City of Stonnington

Consolidated

See Consolidated Motion 7: Circular Economy Funding Support.

Standard Priority

Motions of standard priority are linked to the MAV Strategy 2021-2025 but require longer term and ongoing advocacy.

26: Uluru Statement from the Heart

Submitting Council: Bayside City Council

Motion:

That the MAV call upon all Victorian local government authorities to consider supporting the Uluru Statement from the Heart which calls on the Australian people to walk with First Nations in a people's movement for Voice, Treaty and Truth, and encourage all Councils to write to their respective Federal Member of Parliament calling on the Australian Government to support Constitutional Recognition for Aboriginal and Torres Strait Islander peoples and the key principles of the "Uluru Statement from the Heart".

Moved: Cr Martin, Bayside City Council

Seconded: Cr Clarke, Maribyrnong City Council

CARRIED



MINUTES

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27: Managing Noisy Miners (Birds)

Submitting Council: Bayside City Council

Motion:

That the MAV calls on the State Government as part of the review of the (Victorian) *Wildlife Act 1975*, to address the increasing issue of Noisy Miners and their negative impact on other native birds.

Moved: Cr Martin, Bayside City Council
Seconded: Cr Staikos, Kingston City Council

CARRIED

28: Pathways to Employment

Submitting Council: Brimbank City Council

Motion:

That the MAV write to the Victorian Government calling for the:

1. Establishment of a dedicated and ongoing Community Resilience and Fairness Response Package to ensure our most vulnerable community members are protected from the worst of the impacts of a prolonged pandemic, particularly the youth.
2. Increased funding for local learning and job preparation programs and initiatives designed to reduce unemployment.
3. Reinvigorate, invest in and grow local manufacturing.

Moved: Cr Dang, Brimbank City Council
Seconded: Cr Childs, Yarra Ranges Shire Council

CARRIED

29: Climate Emergency

Submitting Council: Brimbank City Council

Motion:

That the MAV ask the State Government to work closely with the new Federal Government to:

1. Establish a National Renewable Energy Target of 100% for 2030,
2. Declare a price on carbon pollution, preferably the Australian Carbon Dividend Plan, as soon as possible, and
3. Replicate the success of the 20 million Trees program to re-establish green corridors, urban forests and threatened ecological communities.

Moved: Cr Dang, Brimbank City Council
Seconded: Cr Rennie, Darebin City Council

CARRIED



MINUTES

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30: Local Business Support

Submitting Council: Brimbank City Council

Consolidated

See Consolidated Motion 1: Economic Recovery from COVID-19.

31: A fairer Environmental Effects Statement process

Submitting Council: East Gippsland Shire Council

Motion:

That the MAV advocate to the Victorian Government to implement reforms to make the Environmental Effects Statement (EES) process fairer and less costly for local government and the community whilst continuing to maintain the ability to fully participate.

Moved: Cr Reeves, East Gippsland Shire Council

Seconded: Cr Child, Yarra Ranges Shire Council

CARRIED

32: Develop strategic partnerships – natural resource management

Submitting Council: East Gippsland Shire Council

Motion:

That the MAV advocate for agency and stakeholder collaboration to support the management of natural resources in coastal and mountain areas across the State through developing and implementing a multi-disciplinary approach for natural resource management policy.

Moved: Cr Reeves, East Gippsland Shire Council

Seconded: Cr Collier, Gannawarra Shire Council

CARRIED

33: Reversal of proposed funding cuts by the Australian Government to the aged care sector

Submitting Council: Hobsons Bay City Council

Consolidated

See Consolidated Motion 6: Aged Care Services.



MUNICIPAL ASSOCIATION OF VICTORIA

MINUTES

Minutes MAV meeting of the State Council – 24 June 2022

34: Combustible cladding rectification program

Submitting Council: Hobsons Bay City Council

Consolidated

See Consolidated Motion 8: Cost Shifting by Victorian Building Authority

35: Victorian Building Authority's commitments on orphaned permits

Submitting Council: Hobsons Bay City Council

Consolidated

See Consolidated Motion 8: Cost Shifting by Victorian Building Authority.

36: Reshape the Melbourne metropolitan bus network

Submitting Council: Hobsons Bay City Council

Consolidated

See Consolidated Motion 13: Public Transport.

37: Improvement to the freeway entrances to towns and suburbs

Submitting Council: Hobsons Bay City Council

Consolidated

See Consolidated Motion 11: Maintenance of State Government transport assets.

38: Lack of Planning Controls and Infrastructure Investment

Submitting Council: Bayside City Council

Consolidated

See Consolidated Motion 10: Coordinated and timely delivery of new infrastructure for growing communities.

39: Economic Wellbeing (COVID-19 recovery)

Submitting Council: Maribyrnong City Council

Consolidated

See Consolidated Motion 1: Economic Recovery from COVID-19.



MINUTES

Minutes MAV meeting of the State Council – 24 June 2022

40: Housing Affordability

Submitting Council: Maribyrnong City Council

Motion:

That the MAV calls on the Victorian Government to support Big Housing Build Projects that:

1. Provide social, public, and affordable housing for low-income workers such as creative industries and hospitality.
2. Promote the development of social, public, and affordable housing growth along transport corridors.
3. Use State Government owned land for new social, public, and affordable housing projects.

Moved: Cr Clarke, Maribyrnong City Council

Seconded: Cr Ramesh, Wyndham City Council

CARRIED

41: Transport Connections

Submitting Council: Maribyrnong City Council

Consolidated

See Consolidated Motion 13: Public Transport.

42: Removal of Rubbish Bins from National Parks

Submitting Council: Mitchell Shire Council

Motion:

That the MAV call on the State Government to increase resourcing for compliance and education to ensure that visitors take their rubbish home and dispose of it lawfully when visiting National and State Parks.

Moved: Cr Chisholm, Mitchell Shire Council

Seconded: Cr Hart, Colac Otway Shire Council

CARRIED

43: Growth Area – Integrated Planning Process

Submitting Council: Mitchell Shire Council

Consolidated

See Consolidated Motion 10: Coordinated and timely delivery of new infrastructure for growing communities.



MINUTES

Minutes MAV meeting of the State Council – 24 June 2022

44: Enforcement of Declared Noxious Weeds by Agriculture Victoria

Submitting Council: Mitchell Shire Council

Consolidated

See Consolidated Motion 12: Weed and pest management.

45: Emergency Management – Telecommunications resilience

Submitting Council: Mitchell Shire Council

Consolidated

See Consolidated Motion 3: Telecommunications Resilience.

46: Supporting Australian manufactured products

Submitting Council: Mitchell Shire Council

Motion:

That the MAV call on the State Government to explore the various ways it could support Australian manufactured products through its tender process. As part of this process, seek guidance from both State and Federal Governments and appropriate Local Government authorities on ways in which this can be achieved.

Moved: Cr Chisholm, Mitchell Shire Council

Seconded: Cr Clarke, Maribyrnong City Council

CARRIED

47: Windfall Gains Tax

Submitting Council: Mitchell Shire Council

Motion:

That the MAV call on the State Government to ensure that funding made available through Windfall Gains Tax is distributed to LGAs where the tax has been generated to assist Councils with funding local community infrastructure projects.

Moved: Cr Chisholm, Mitchell Shire Council

Seconded: Cr Binks, Strathbogie Shire Council

CARRIED



MINUTES

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48: Affordable Housing Incentive

Submitting Council: Wodonga Council

Motion:

That the MAV calls on the Federal and Victorian governments to address the critical shortage of affordable housing in Victoria through regulatory reform that incentivises provision of affordable homes within new developments at all scales.

Moved: Cr Simpfendorfer, Wodonga City Council

Seconded: Cr Rennie, Darebin City Council

CARRIED

49: Roadside mowing and vegetation maintenance

Submitting Council: Wodonga Council

Consolidated

See Consolidated Motion 11: Maintenance of State Government transport assets.

50: Underutilised Public Land

Submitting Council: Wodonga Council

Motion:

That the MAV calls on the Victorian Government to facilitate economic growth by reviewing and unlocking underutilised government land parcels for development for a range of economic and community processes.

Moved: Cr Simpfendorfer, Wodonga City Council

Seconded: Cr Spinks, Greater Shepparton City Council

CARRIED

51: Infrastructure funding to mitigate against climate change

Submitting Council: Surf Coast Shire Council

Motion:

That the MAV advocates to the State Government to establish a funding stream for local governments to improve the climate resilience of ageing infrastructure that will be impacted by future extreme weather events due to climate change.

Moved: Cr Schonfelder, Surf Coast Shire Council

Seconded: Cr Ebbels, Borough of Queenscliffe Council

CARRIED



MINUTES

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52: Officers for the Protection of the Local Environment Program

Submitting Council: City of Whittlesea

Motion:

That the MAV State Council advocates to the State Government for the Environment Protection Agency to appoint an Officer for the Protection of the Local Environment (OPLE) to each local council in Victoria to ensure a consistent coordinated approach to education and enforcement of State and Local Government environment protection matters.

Moved: Chair Administrator Wilson, City of Whittlesea

Seconded: Cr Haweil, Hume City Council

CARRIED

53: Public Transport

Submitting Council: South Gippsland Shire Council

Consolidated

See Consolidated Motion 13: Public Transport.

54: State owned assets and land

Submitting Council: South Gippsland Shire Council

Motion:

That the MAV advocate for responsive maintenance and management for state owned and/or managed assets on crown land (such as reserves, halls, boat ramps, etc.), so that they are suitably maintained for the community's use.

Moved: Cr Davies, South Gippsland Shire Council

Seconded: Cr Alden, Greater Bendigo City Council

CARRIED

55: Pest and weed management

Submitting Council: South Gippsland Shire Council

Consolidated

See Consolidated Motion 12: Weed and pest management.

56: Connectivity Improvements

Submitting Council: South Gippsland Shire Council

Consolidated

See Consolidated Motion 3: Telecommunications Resilience.



MINUTES

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57: Electricity Safety (Electric Line Clearance)

Submitting Council: City of Boroondara

Motion:

That the MAV:

1. Advocate to the State Government for a moratorium to the implementation of fines to local governments impacted by the relevant State legislation.

Moved: Cr Hollingsworth, Boroondara City Council

Seconded: Cr Staikos, Kingston City Council

Motion to amend:

That the MAV:

1. Advocate to the State Government for a moratorium on the issuing of infringement notices to councils for failing to maintain the minimum clearance distances between vegetation and powerlines as prescribed by the Electricity Safety (Electric Line Clearance) Regulations 2020.
2. Write to the Victorian State Government seeking the inclusion of mandating of aerial bundled cabling as an industry standard for powerline network upgrade works in Victoria within the Electricity Distribution Code of Practice as required under the *Essential Services Commission Act 2021*.

The mover proposed amendments to the motion which were accepted by the seconder.

CARRIED

58: Inclusionary Zoning

Submitting Council: Greater Bendigo City Council

Motion:

That the MAV advocate for the introduction of State-wide mandatory inclusionary zoning provisions into planning schemes, where appropriate.

Moved: Cr Alden, Greater Bendigo City Council

Seconded: Cr Spinks, Greater Shepparton City Council

CARRIED



MINUTES

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59: Federal Assistance Grants

Submitting Council: Mildura Rural City Council

Motion:

That MAV call on the Federal Government to commit to sustainability of councils through the restoration of Federal Assistance Grants Programme at 1% of Commonwealth taxation revenue.

Moved: Cr Wood, Mildura Rural City Council
Seconded: Cr Gstrein, Corangamite Shire Council

CARRIED

60: Support for the continuation of outdoor dining

Submitting Council: City of Melbourne

Consolidated

See Consolidated Motion 1: Economic Recovery from COVID-19.

61: Prohibition of gaming premises in close proximity to supermarkets under the Victorian planning provisions

Submitting Council: Kingston City Council

Motion:

That the MAV advocate for changes to the Victorian Planning Provisions that would prohibit the use of land for a Supermarket under the Commercial 2 Zone in situations it is seeking to establish in close proximity to an established Gaming premises.

Moved: Cr Staikos, Kingston City Council
Seconded: Cr Dark, Greater Dandenong City Council

CARRIED

62: Delivery of age care services

Submitting Council: Nillumbik Shire Council

Consolidated

See Consolidated Motion 6: Aged Care Services.

63: Orphaned Building Permits

Submitting Council: Yarra Ranges Council

Consolidated

See Consolidated Motion 8: Cost Shifting by Victorian Building Authority.



MINUTES

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64: Department of Transport, VicRoads and VicTrack Road and Trackside Maintenance Funding Increase

Submitting Council: Maroondah City Council

Consolidated

See Consolidated Motion 11: Maintenance of State Government transport assets.

65: Extension of Powers for Council Authorised Officers under the Environment Protection Act

Submitting Council: Maroondah City Council

Motion:

That the MAV calls on the State Government to amend the *Environment Protection Act 2017* to allow Council Authorised Officers to have extended powers to instigate proceedings against offenders under s286 & s287 of the Act, in particular for non-compliance with Improvement and Prohibition Notices issued for:

1. unreasonable noise from residential construction sites, and
2. potential impact to human health and the environment from onsite wastewater systems.

Moved: Cr Symon, Maroondah City Council

Seconded: Cr Liu, Whitehorse City Council

CARRIED

66: Integrated Transport Planning

Submitting Council: Wyndham City

Motion:

The MAV calls on the Victorian Government to fully implement the recommendations of the Victorian Auditor General's report Integrated Transport Planning (4 August 2021) and to:

1. take steps to meet their obligations under the Transport Integration Act 2010 to ensure the integrated planning and management of the State's transport system,
2. ensure the Department of Transport (DOT) improves the transparency of current and future transport plans including better engagement with councils and community,
3. work to ensure individual State transport projects are fully integrated into the local transport network, environment, and place to optimise and capture community benefits.
4. provide an update on how the new DOT structure will ensure a regional view and approach to transport planning.

Moved: Cr Ramesh, Wyndham City Council

Seconded: Cr Majdlik, Melton City Council

CARRIED



MINUTES

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67: Support for Critical social planning and infrastructure

Submitting Council: Wyndham City

Motion:

The MAV calls on the Victorian Government to provide greater support for councils in their planning and forward budgeting of critical social infrastructure projects (including libraries and aquatic centres - that our communities need) through an ongoing social infrastructure funding stream and establishment of funding agreements that:

1. enable councils to plan and deliver a pipeline of critical social infrastructure projects their community needs, when they need it; and
2. deliver long-term funding certainty and provide flexible funding arrangements for councils.

Moved: Cr Ramesh, Wyndham City Council

Seconded: Cr Alden, Greater Bendigo City Council

CARRIED

68: Council Price Index

Submitting Council: City of Stonnington

Motion:

The MAV calls on the State Government to develop and implement a price that reflects the cost pressures faced by local government (including infrastructure, materials costs, service contracts and wage costs) and is used to inform the annual rate cap decision by the Minister for Local Government.

Moved: Cr Staikos, Kingston City Council

Seconded: Cr Rank, Glenelg Shire Council

CARRIED

69: Cost shifting by VBA (combustible cladding, Essential Safety Measures, orphaned building permits)

Submitting Council: City of Stonnington

Consolidated

See Consolidated Motion 8: Cost Shifting by Victorian Building Authority.



MINUTES

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70: Powerful Owl Protection - Second Generation Anticoagulant Rodenticides (SGARs)

Submitting Council: Bayside City Council

Motion:

That the MAV calls on the State Government to recognise the harmful impacts of second-generation rodenticides and prohibits their use in Victoria and establish a taskforce to investigate and promote alternative methods of rodent management.

Moved: Cr Martin, Bayside City Council
Seconded: Cr Leppert, Melbourne City Council

CARRIED

Low Priority

Motions of low priority are less clearly linked to the MAV Strategy 2021-2025 and advocacy is less likely to be successful.

71: Barbed Wire

Submitting Council: Bayside City Council

Motion:

That the MAV calls on metropolitan municipalities to consider adopting a policy to manage the use of barbed wire or eliminate where possible the use of barbed wire on Council owned land to reduce impacts to native wildlife.

Moved: Cr Martin, Bayside City Council
Seconded: Cr Hollingsworth, Boroondara City Council

CARRIED

72: Wildlife Friendly Lighting Policy

Submitting Council: Bayside City Council

Motion:

That the MAV calls on all Victorian councils to consider developing a wildlife friendly lighting policy.

Moved: Cr Martin, Bayside City Council
Seconded: Cr Child, Yarra Ranges Shire Council

CARRIED



MINUTES

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73: Woodfires in built up areas

Submitting Council: City of Yarra

Motion:

That the MAV advocate to the State Government for stronger guidelines around the installation of new wood heaters in built up metropolitan areas through the planning process including the ability to not allow them.

Moved: Cr Nguyen, City of Yarra

Seconded: Cr Rennie, Darebin City Council

CARRIED

74: Removal of Redundant Hybrid Fibre Coaxial (HFC) Cabling

Submitting Council: Frankston City Council

Motion:

That MAV advocates to NBN Co., Optus and the Australian Government seeking a commitment to fully fund and remove decommissioned and redundant overhead Hybrid Fibre Coaxial (HFC) cabling located on residential, business, and industrial precinct streets following the successful rollout of the national broadband network.

Moved: Cr Conroy, Frankston City Council

Seconded: Cr Dark, Greater Dandenong City Council

CARRIED

75: Hoarding and Squalor Taskforce

Submitting Council: Frankston City Council

Motion:

That the MAV:

1. Notes that in 2020, hoarding was a possible contributing factor in 28% of preventable fatal fire incidents in Victoria.
2. Notes hoarding is a highly complex condition requiring professionals from different sectors to work together; and
3. Advocates to State Government to re-establish the Hoarding and Squalor Taskforce previously, coordinated by Department of Health, to ensure professional guidance in the effective treatment and risk reduction of hoarding.

Moved: Cr Conroy, Frankston City Council

Seconded: Cr Dark, Greater Dandenong City Council

CARRIED



MINUTES

Minutes MAV meeting of the State Council – 24 June 2022

Motions from Memberships – Late Motions

L1: Renewable energy - High voltage transmission line technology

Submitting Council: Moorabool Shire Council

Motion:

That the MAV calls on the State Government to deliver better, more sustainable outcomes for the transition to renewable energy by introducing a policy that all future high-voltage transmission projects will be required to investigate the lowest social, environmental, and economic impact technologies and design options available.

Moved: Cr Edwards, Moorabool Shire Council

Seconded: Cr Majdlik, Melton City Council

CARRIED

L2: High voltage transmission - community engagement policy

Submitting Council: Moorabool Shire Council

Motion:

The MAV calls on the State Government to deliver better, more sustainable outcomes for the environment and local communities being affected by the delivery of new renewable energy infrastructure, by developing a State policy for conducting and integrating community engagement findings when planning for and delivering renewable energy high voltage transmission infrastructure projects.

Moved: Cr Edwards, Moorabool Shire Council

Seconded: Cr Gstrein, Corangamite Shire Council

CARRIED

L3: Provision of open spaces for government schools

Submitting Council: City of Port Phillip

Motion:

That the MAV advocate to the State Government that they provide adequate open space for Government schools, or work with councils to ensure an agreement is in place regarding the use of council-managed public open space prior to the delivery of Government schools.

Moved: Cr Leppert, Melbourne City Council

Seconded: Cr Haweil, Hume City Council

CARRIED



MINUTES

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L4: Investment of additional resources for the maintenance of State Government transport assets

Submitting Council: City of Port Phillip

Consolidated

See Consolidated Motion 11: Maintenance of State Government transport assets.

Motion received after the circulation of the Business Paper

Afghanistan Advocacy

Submitting Council: Greater Dandenong Council

Motion:

That the MAV call upon the Federal Government to:

1. Increase Australia's capacity and speed to evacuate as many people at risk within Afghanistan. This includes those who have worked for, or assisted, the Australian Government and Australian organisations, as well as, human rights defenders and women and girls who are now threatened;
2. Urge neighbouring governments in the region to keep their borders open for those fleeing Afghanistan;
3. Increase our resettlement places for Afghan refugees by 20,000 additional places per year for the next four years;
4. Immediately increase Australian aid to the region to support organisations within Afghanistan and in neighbouring countries assisting those who have fled;
5. Ensure that people whose asylum claims in Australia have been previously rejected be supported to submit new claims in the light of the changed circumstances in Afghanistan;
6. Given the situation in Afghanistan will remain volatile for years to come, the Federal Government needs to provide much needed certainty to 4,300 Afghans currently on temporary protection visas by granting them permanent protections;
7. Assist Afghan Australians, including people with temporary and permanent visas, with urgent family reunion applications for relatives who are at particular risk. There is considerable national interest and support for Australia to take a leading role in responding to the crisis.

Moved: Cr Dark, Greater Dandenong City Council

Seconded: Cr Rennie, Darebin City Council

CARRIED

Cr Clark, MAV President thanked the State Council for their attendance and closed the meeting at 3.15 pm.



STATE COUNCIL REPORT

Title

Proposed MAV Rules 2022

Authors

MAV Management Board
Kerry Thompson, MAV CEO
Celia Robinson, Manager Governance

Purpose

To present the proposed MAV Rules 2022 for adoption.

Background

In May 2021 the State Council resolved to refer a proposal to change the MAV Rules 2013 to the MAV Board for a full Rules review.

MAV Rules

The MAV Rules are required to be made under the *Municipal Association Act 1907* (the Act). The Act says

“- It shall be competent for the Association with the approval of the Governor in Council to make rules (a) for the management of the association; (b) for the regulation of its proceedings; (c) for fixing the amount of the subscription to be paid annually to the Association by each municipality; (d) for the regulation and management of and for fixing the rate of contributions to the Municipal Officers Fidelity Guarantee Fund and terms and conditions upon which the benefit of such fund shall be available; and (e) generally for all matters whatsoever affecting the management of the Association not inconsistent with the laws of Victoria.”

The Act and the Rules form the basis of the governance framework for the Association. The Rules were last comprehensively reviewed in 2006 and the most recent changes were made in 2013. To ensure the Association has a modern governance framework, which meets the needs of its members, it is timely for the Rules to be reviewed.

Any change to the Rules requires a State Council resolution. The resolution must be carried by a majority of votes (noting the plural voting system) and have 60% of the representatives of participating member councils (48 of the 79) voting in favour. As highlighted above, changes to the Rules require approval by the Governor in Council before the changes to the Rules can commence.

Significance of the 24 June meeting of the State Council

On 24 June 2022, the State Council debated 10 proposed Rule changes separately. The 10 proposals had been thoroughly canvassed during the Rules review process and had various levels of support from the sector during the roundtable workshops and written submissions in response to the Discussion and Directions Papers. These proposed changes were therefore considered by the State Council in June, as they were ones which required further direction before the Board could decide whether to include them in any new MAV Rules.



STATE COUNCIL REPORT

In deciding the way forward, State Council provided a clear and definitive direction to the Board by supporting all 10 proposals and resolved to proceed with each as follows:

1. That the MAV Rules require member councils to submit matters for consideration at meetings of State Council and to do so by Council resolution.
2. That the MAV Rules require that Councils to commit to two-year memberships of the MAV, payable by two annual instalments and to require a Council which intends to withdraw from financial membership of the MAV to provide notice of such intention no later than 31 December in the year prior to membership renewal.
3. That the MAV Rules require councillors nominating for the office of MAV President to be the nominated MAV representative of their council.
4. That the MAV Rules provide for elections:
 - For the office of President every two years.
 - Of MAV Board members every two years.
5. That the MAV Rules provide for a Board with a President and ten Board members with five Board members elected from rural and regional Councils and five Board members elected from metropolitan Councils.
6. That the MAV Rules maintain an equal number of regional groupings of rural and metropolitan councils for the purpose of electing Board members to the MAV Board.
7. That the MAV Rules provide for a cap on:
 - Presidential service of four consecutive terms.
 - Board service of four consecutive terms.
8. That the MAV Rules provide:
 - A casual vacancy in the office of President occurring after 31 August in the year immediately preceding the election for the MAV President is to be filled by the Deputy President from the same general grouping of the Immediate Past President (Metropolitan or Rural) and if that Deputy President is no longer a member of the Board the other Deputy President would fill the vacancy. If neither Deputy President were a member of the Board, the Board would elect a Board member as President.
 - A casual vacancy of a Board member occurring after 31 August in the year immediately preceding elections for the MAV Board will not be filled until the scheduled elections are held.
9. That plural voting be abolished and all voting be on the basis of one vote per member.
10. That:
 - State Council continue to meet at least twice each year
 - the MAV Board be empowered to determine the strategic relevance of member proposed motions to be considered at State Council
 - member councils provide the MAV with a minimum of 60 days' notice of proposed motions
 - the MAV provide member Councils with a minimum of 30 days' notice of the State Council meeting agenda
 - the MAV Board be empowered to put Board proposals before State Council.



STATE COUNCIL REPORT

Two other categories of Rule changes were highlighted at the June meeting of the State Council. These categories were:

1. Rule changes aimed at:
 - modernising the Rules;
 - moving to best practice arrangements;
 - clarifying parts of the current Rules that are currently unclear; and
 - simplifying the Rules where there is currently ambiguity or where there are currently unnecessary provisions.

Examples of these kind of changes include enabling virtual Board and State Council Meetings, updating references to legislation (including the *Local Government Act 2020*), adopting the Victorian Electoral Commission's best practice arrangements for the conduct of the MAV elections and including a more accurate and comprehensive set of MAV objectives consistent with the MAV Strategy.

2. Rule changes which had found unanimous or very high levels of support from the sector participants in the series of roundtable workshops and the written submissions received from member councils.

There were four such Rules in this category, as follows:

1. Rules that will uphold good governance practice and ethical standards by requiring the Board and State Council to declare and manage conflicts of interest, by establishing and operating an Audit and Risk Committee and by appointing internal auditors.
2. Rules that abolish the "Interim" Board arrangements set out in the current Rules and enable the Board to function as normal at all times.
3. Rules that improve Board accountability by requiring the Board to assess and report on Board performance annually.
4. Rules that continue to provide that a non-participating (non-financial) member Council is not entitled to avail itself of the privileges and benefits of any of the functions or services provided by the MAV except where the MAV CEO has voluntarily agreed to provide selected services under special fee-for-service arrangements.

The 10 Rule changes which were voted on and agreed at State Council on 24 June, and those which fit under each of the further two categories as detailed above, have been included in the proposed MAV Rules 2022.

Review process

The June meeting of the State Council was a key step in the Rules review process. Since commencing the review, the Board has been committed to robust consultation and engagement with all stakeholders. The process has been aimed at providing multiple opportunities to provide feedback about the review of the Rules.

The engagement and review process commenced in November 2021, with the release of a Discussion Paper which outlined a framework, principles, and the opportunities for new Rules. This Paper canvassed possible Rule changes and sought sector and stakeholder responses.



STATE COUNCIL REPORT

Based on the feedback to the Discussion Paper, the Board released a Directions Paper in April 2022 which provided clarity around the kind of Rules that were under serious consideration. The Directions Paper was detailed enough to enable stakeholders to understand what was being contemplated and to convey responses to those proposals.

This consultation and engagement process resulted in:

- 59 Councils, represented by Mayors, Councillors, MAV representatives, CEOs and governance officers, being engaged in online briefings and small roundtable conversations facilitated by the MAV's consulting team. In all, more than 180 people participated in those round table conversations.
- the MAV consulting team attending several on-line Council briefing sessions to discuss key aspects of the process.
- MAV receiving 49 member Councils written submissions during the consultative process.

The final phase in the review process is the Special meeting of the State Council on 16 September at which the proposed MAV Rules 2022, as attached to this report, will be considered. Prior to the Special meeting of the State Council, MAV representatives, CEOs and Governance Managers have been invited to briefings about the proposed Rules.

The process followed during the project can be summarised as per the diagram below:



To manage the review process, the MAV Board established a Steering Committee, chaired by the MAV President, and the MAV CEO established a staff Working Party to also provide guidance and feedback to the consulting team. The consulting team consisted of Philip Shanahan as the Lead Consultant, and Capire Consulting Group which specialises in consultation and engagement. When necessary, during the consultation and engagement phases, the consulting team sought advice from Mark Hayes, Partner Public Law from Maddocks Lawyers.

Other important stakeholders (including the Victorian Electoral Commission and Local Government Victoria) have also been engaged during the process.



STATE COUNCIL REPORT

The proposed MAV Rules 2022

Following the decisions by State Council in June about what to include in the new Rules, the MAV Board instructed Mark Hayes to draft the MAV Rules 2022. The Board's instructions reflected the directions from State Council on 24 June.

The MAV Rules 2022 are, to an extent, similar in overall structure and layout to the MAV Rules 2013. They are, however, more logically structured and more reader-friendly. They are divided into the following Parts and contain the following Schedules:

- Part 1 – Preliminary (includes the objectives of the Association, definitions, and amendments to the Rules)
- Part 2 – Membership and Membership Participation (includes participating and non participating member councils, appointment and obligations of delegates)
- Part 3 – The State Council (includes annual and other meetings, submission of business, agenda and business papers)
- Part 4 – The Board (includes role and functions, conduct of meetings, internal auditor and Audit and Risk Committee)
- Part 5 – Management of the Association (provisions in relation to the MAV CEO)
- Part 6 – Financial (including revenue of the Association and Municipal Officers' Fidelity Guarantee Fund)
- Part 7 – General Provisions (Common Seal and Business Name)
- Part 8 – Transitional Provisions (includes general and specific savings provisions to ensure an orderly transition process between the two sets of Rules)
- Schedule 1 – Notification of appointment
- Schedule 2 – Election Procedures for President and Directors
- Schedule 3 – Regulations of proceedings of the State Council
- Schedule 4 - Nomination Form

The proposed Rules have been drafted to achieve what the consultation and engagement process confirmed. The new Rules aim to meet the criteria established for the review, namely, that the Rules must:

- be modernised, clearer and more widely understood, address oversights and unintended consequences of the current Rules and, most importantly, better enable the MAV to fulfil its role and function more effectively.
- provide for sound arrangements to elect and support the role of the MAV President.
- provide for sound arrangements to elect and support the role of the MAV Board.
- provide for sound arrangements to enable the MAV State Council to be an effective forum for creating local government policy.

The consultation and engagement process also confirmed the importance of the new Rules providing a renewed governance framework to better enable the MAV to be:

1. *A strong sector leader* - highly influential, supported by its participating Councils and respected across a wide constituency.
2. *Modern and contemporary* - an adopter of best practice, nimble and agile in the way it can respond and adjust to change and opportunity.
3. *Credible* - well informed, highly skilled and capable of arguing complex issues with rigour, persuasion and timely data.
4. *Well governed* - seeking high performance, be highly accountable to its members and set a shining example of ethical practice.



STATE COUNCIL REPORT

Features of the new Rules include elements of contemporary good governance practices which were missing from the MAV Rules 2013. Examples include provisions such as Meeting Procedure Protocols, conflict of interest declarations by delegates at meetings of the State Council and holding meetings of the State Council online. The MAV Rules 2022 also include:

- a three step process to amend the MAV Rules, which provides for a consultation process prior to State Council voting on a Rule change;
- the adoption of a Board policy which sets out eligibility criteria for Board members which are related to the requirements of the *Corporations Act 2001* (in relation to the Australian Financial Services licence that MAV holds for the purpose of MAV Insurance); and
- provision for extraordinary meetings of State Council to be held where there is an urgent need to do so.

Next steps

As highlighted at the June meeting of the State Council, it is clearly desirable to adopt a new set of Rules on 16 September without modifications and amendments because the consequences of last-minute changes will often be significant. This is because many of the Rules affect and impact each other, and there is a high probability of last-minute changes creating unintended consequences which this Rules review seeks to address and eliminate.

As also previously described, the timeframes to complete the review are exceptionally tight. The 16 September State Council meeting will be closely followed by a State election. The timeframes need to have regard to the caretaker period which will precede the State election.

Local Government Victoria (LGV) has been briefed throughout the review to ensure it is aware of the progress of the project. Following the consideration of the Rules by State Council, the adopted Rules will be forwarded to LGV to commence the steps necessary to obtain Governor in Council approval.

Recommendation

That State Council:

1. endorse the proposed MAV Rules 2022 attached to this Report.
2. note that the MAV Management Board will forward the MAV Rules 2022 to Local Government Victoria for the purpose of facilitating the approval by the Governor in Council.
3. receive updates from the MAV President about the Governor in Council approval process.

Attachment

Proposed MAV Rules 2022



**[Proposed]
MAV RULES 2022**

**MUNICIPAL ASSOCIATION OF VICTORIA RULES
2022**

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MUNICIPAL ASSOCIATION OF VICTORIA RULES

PART 1 – PRELIMINARY

1 Objectives

- 1.1 The objectives of the Association are to:
- 1.1.1 promote local government and improve community awareness of the capacity and capabilities of the sector for the benefit of Victorian communities;
 - 1.1.2 promote through its advocacy role appropriate powers, functions and responsibilities for local government having regard to the needs and characteristics of its individual members;
 - 1.1.3 act as the representative body of local government for the purpose of promoting effective inter-governmental co-operation;
 - 1.1.4 strengthen the Association's leadership role in Victorian local government by focusing on:
 - 1.1.4.1 targeted advocacy to Governments and relevant organisations;
 - 1.1.4.2 continually improving systems for effective member liaison, communication and participation; and
 - 1.1.4.3 building the capacity and capabilities of Victorian councils to meet the challenges of the 21st century;
 - 1.1.5 provide policy and strategic advice to Victorian councils;
 - 1.1.6 provide support to Victorian councils; and
 - 1.1.7 provide services to Victorian councils.
- 1.2 The Association may exercise all functions and powers which are necessary or convenient for it to carry out its objectives provided it is not inconsistent with the **Municipal Association Act 1907** or any other Act.
- 1.3 These Rules are made under the **Municipal Association Act 1907**.
- 1.4 Any previous Rules made under the **Municipal Association Act 1907** are revoked.

2 Definitions

Unless express or implied to the contrary, the following terms appearing in these Rules have the meanings respectively set out:

'Act'	means the Municipal Association Act 1907 .
'Association'	means the Municipal Association of Victoria.
'Audit and Risk Committee'	means the Audit and Risk Committee established under Rule 25.
'Board'	means the Board referred to in Rule 9.
'Board member'	means the President or a Director (including a Director who is a Deputy President).
'business day'	means a day which is not a Saturday, Sunday or public holiday for the whole of Victoria.

'Chief Executive Officer'	means the person appointed by the Board to be the Chief Executive Officer of the Association or any person acting in that position.
'Corporations Act'	means the Corporations Act 2001 (Cth) or any Act which substantially re-enacts the Corporations Act 2001 (Cth) .
'councillor'	means a person who holds the office of member of a Victorian council, and includes a person appointed as Administrator of a council by an Order in Council made under Division 7, 8 or 9 of Part 7 of the Local Government Act 2020 or by or under any other Act.
'delegate'	means a councillor of a participating member council chosen by that council to be its representative at the State Council, and includes, in the absence of the councillor at a meeting of the State Council, a substitute delegate of the council of which the Councillor is a member.
'Director'	means a member of the Board who is not the President.
'Eligibility Criteria'	means the criteria that apply for a person to be eligible to act in the role of the President, a Director or other officer of the Association, as set out in the Fit and Proper Person Policy.
'Fit and Proper Person Policy'	means the policy required to be adopted by the Board in accordance with sub-Rule 21.5, as amended from time to time.
'Local Government General Election'	means a general election held in accordance with the Local Government Act 2020 .
'MAV Election Day'	means the first Friday in March in every second year.
'non participating member council'	means a council which is not a participating member council.
'officer'	has the meaning set out in the Corporations Act .
'participating member council'	has the meaning set out in sub-Rule 5.1.
'regional groupings of councils'	means – (a) the councils within the metropolitan area that comprise the five (5) metropolitan regions; and (b) the councils outside the metropolitan area that comprise the five (5) non-metropolitan regions – that are determined and classified from time to time by the Board.
'Register of Delegates'	means the Register of Delegates maintained under sub-Rule 7.6.
'the State Council'	means the body consisting of all the delegates of participating member councils of the Association.

3 Amendment of Rules

- 3.1 Subject to sub-Rules 3.2-3.5 (inclusive), these Rules may be amended by the State Council.
- 3.2 An amendment to the Rules may be proposed by:
- 3.2.1 any participating member council:

- 3.2.1.1 notifying the Chief Executive Officer that it has, by resolution, expressed support for the proposed amendment; and
 - 3.2.1.2 submitting to the Chief Executive Officer a motion setting out the proposed amendment, which must be received not less than 60 calendar days before the meeting of the State Council at which consideration is sought of a resolution of the kind described in sub-Rule 3.3.1; or
- 3.2.2 the Board.
- 3.3 Unless extraordinary circumstances exist and the Board resolves that a proposed amendment should be submitted to the State Council for determination as a matter of urgency so that the operations of the Association will not continue to be seriously impaired, a proposed amendment to the Rules cannot be submitted to the State Council for determination unless:
 - 3.3.1 the State Council first resolves that the proposed amendment be the subject of consultation between the Association and participating member councils;
 - 3.3.2 at least 60 calendar days elapse between the resolution of the State Council and notice of the proposed amendment being given to delegates under sub-Rule 3.3.3; and
 - 3.3.3 notice of the proposed amendment, and a report on the outcome of the consultation, is given to delegates not less than 30 calendar days before the meeting of the State Council at which the proposed amendment is to be submitted for determination.
- 3.4 The State Council may determine to amend the Rules where at least 60 per cent of all delegates appointed under Rule 7 vote in favour of the proposed amendment.
- 3.5 Any amendment to the Rules by the State Council does not take effect until the amendment is approved by the Governor in Council.

PART 2 – MEMBERSHIP AND MEMBERSHIP PARTICIPATION

Division 1 – Councils As Members

4 Membership of the Association

Each member council of the Association is either a:

- 4.1 participating member council; or
- 4.2 non participating member council.

5 Participating Member Councils

- 5.1 A participating member council is a council which:
 - 5.1.1 has not defaulted in its obligation to pay the most recent annual instalment of its biennial subscription; and
 - 5.1.2 has not become a non-participating member council by reason of sub-Rules 5.3 and 5.4.
- 5.2 A participating member council is liable to pay:
 - 5.2.1 the biennial subscription levied by the Association, in two equal (or as near to equal as is practicable) annual instalments; and
 - 5.2.2 any other monies levied on it by the Association

within the period stipulated for payment by the Association.

- 5.3 A participating member council can only cease to be a participating member council if:
- 5.3.1 it gives to the Chief Executive Officer written notice of its intention to cease to be a participating member council; and
- 5.3.2 at least six months elapse from the giving of the notice referred to in this sub-Rule.
- 5.4 If the period of six months referred to in sub-Rule 5.3 elapses on a date which is a date before the second annual instalment of its biennial subscription is due, the cessation of participating member council status will not take effect until that next annual instalment is paid.
- 5.5 A participating member council that has given notice in accordance with sub-Rule 5.3 must, until the cessation of its participating member council status takes effect, pay any annual instalment of its biennial subscription and other monies levied on it by the Association.
- 5.6 A council which is a participating member council is, through its delegate, entitled to participate in the activities of the Association in the way provided for in these Rules.

6 Non Participating Member Councils

- 6.1 A council which is a non participating member council remains as a non participating member council until it pays an annual instalment of the biennial subscription.
- 6.2 Except to the extent that the Chief Executive Officer has agreed that the Association will provide specified services to the council in return for a fee, a non participating member council is not entitled to avail itself of the privileges and benefits of any of the functions or services performed or carried on by the Association.
- 6.3 Subject to Rule 14, a non participating member council is not eligible to participate in the activities of the Association or to exercise the powers of a delegate to:
- 6.3.1 vote on any item of business under consideration at a meeting of the Association;
- 6.3.2 nominate any person or be nominated for any office or position on a committee of the Association; or
- 6.3.3 hold the office of President or Director.

Division 2 – Appointment and Obligations of Delegates

7 Appointment of Delegates

- 7.1 A participating member council must appoint one of its councillors as a delegate and one of its councillors as a substitute delegate to the Association.
- 7.2 The participating member council must notify the Association of the appointments in the form specified in Schedule 1 as soon as practicable after it has made the appointment and in any event no later than seven (7) business days after the appointment has been made.
- 7.3 Appointments must be made by a resolution of the participating member council.

- 7.4 If a participating member council revokes the appointment of a councillor as a delegate or substitute delegate, or the councillor who has been appointed as a delegate or substitute delegate:

7.4.1 dies;

7.4.2 resigns, by written notice given to the participating member council and to the Chief Executive Officer; or

7.4.3 ceases to be a councillor,

the participating member council must, as soon as practicable, appoint another of its councillors to be its delegate or substitute delegate (as the case may be).

- 7.5 The participating member council from which the President is elected must appoint an additional Councillor to be its delegate to the State Council.

- 7.6 The Association must maintain a Register of Delegates, listing those who are currently delegates and substitute delegates and the participating member councils that appointed them.

- 7.7 Any delegate or substitute delegate must, upon request, be given access to the Register of Delegates.

8 Obligations of Delegates

- 8.1 A delegate must use reasonable endeavours to attend all meetings of the Association which the delegate is eligible to attend.

- 8.2 A delegate must:

8.2.1 attend every meeting of the State Council if it is practicable for them to do so, and if they are unable to attend a meeting must encourage their participating member council's substitute delegate to attend;

8.2.2 if present and not prohibited from doing so, vote on every matter under consideration by the State Council; and

8.2.3 regularly report to their participating member council on matters discussed and considered by the Association and on the decisions made, and have regard to any protocols published by the Board that relate to the performance of their functions as a delegate.

- 8.3 A delegate is prohibited from voting on any matter at a meeting of the State Council in respect of which the delegate has a conflict of interest.

- 8.4 For the purposes of sub-Rule 8.3 a delegate will have a conflict of interest in a matter if an impartial and fair-minded person would consider that the delegate's private interests could result in the delegate acting in a manner contrary to their duty to the Association.

- 8.5 A delegate's private interests will not, for the purposes of sub-Rule 8.4, include the personal opinions or beliefs of the delegate or any interest derived from their membership of a participating member council.

- 8.6 A delegate who has a conflict of interest in respect of a matter at a meeting of the State Council must, prior to the consideration of that matter, disclose to the meeting the:

8.6.1 existence; and

8.6.2 nature

of the conflict of interest.

Division 3– The Board and Election of the President and Directors**9 The Board**

- 9.1 The Association will be governed by the Board.
- 9.2 The Board will be comprised of:
- 9.2.1 the President; and
 - 9.2.2 ten (10) delegates elected to the office of Director:
 - 9.2.2.1 five (5) of whom will be delegates from metropolitan councils, each being elected by delegates of one (1) of the five (5) regional groups of metropolitan councils to which their participating member council belongs; and
 - 9.2.2.2 five (5) of whom will be delegates from non-metropolitan councils, each being elected by delegates of one (1) of the five (5) regional groups of non-metropolitan councils to which their participating member council belongs.
- 9.3 The President and each Director will, subject to these Rules:
- 9.3.1 be entitled to remain in office for two (2) years; but
 - 9.3.2 go out of office at 6am on MAV Election Day; and
 - 9.3.3 be eligible for re-election to their respective offices unless their re-election would mean that:
 - 9.3.3.1 in the case of the President, the President will have served a period of eight (8) continuous years as President; or
 - 9.3.3.2 in the case of a Director, they will have served a period of eight (8) continuous years as a Director.
- 9.4 Despite the provisions of sub-Rule 9.3, the Board may recommend to the State Council that there be a longer term of office for the President and the ten (10) Directors.
- 9.5 The State Council may, if it receives a recommendation from the Board, approve a longer term of office for the President and the ten (10) Directors if two thirds ($\frac{2}{3}$) of all delegates appointed under Rule 7 vote in favour of the proposed term of office.

10 Conduct of Elections

- 10.1 The Chief Executive Officer may from time to time appoint an individual or organisation to be the Association's Election Manager.
- 10.2 The individual or organisation appointed must have the necessary expertise and experience to manage any election provided for in these Rules.
- 10.3 The Election Manager is responsible for the conduct of elections (including by-elections) for the offices of President and the ten (10) Directors.

11 Election of the President

- 11.1 The President of the Association will be elected by the delegates that comprise the State Council.
- 11.2 The Chief Executive Officer may, after advising the Board and considering a recommendation from the Election Manager, determine whether postal, attendance or electronic voting will apply to the

election of the President and must notify the delegates of all participating member councils at least 50 calendar days before MAV Election Day of the voting method to apply.

- 11.3 An election for the office of President must be conducted in accordance with the provisions in Schedule 2.
- 11.4 Any person elected to be President must:
- 11.4.1 demonstrate to the Chief Executive Officer, or a person to whom the Chief Executive Officer has delegated the task, at such times and in such manner as is required in accordance with the Fit and Proper Person Policy, that they meet the Eligibility Criteria; and
 - 11.4.2 notify the Chief Executive Officer as soon as practicable upon becoming aware that they no longer meet the Eligibility Criteria.
- 11.5 A person elected to be President does not take office and is not entitled to any allowances until the Chief Executive Officer, or other person to whom the Chief Executive Officer has delegated the task under the Fit and Proper Person Policy, confirms that the person elected meets the Eligibility Criteria.

12 Election of Directors

- 12.1 A Director will be elected by the delegates in the region within which their participating member council is located.
- 12.2 The Chief Executive Officer may, after advising the Board and considering a recommendation from the Election Manager, determine whether postal, attendance or electronic voting will apply to the election of the ten (10) regional Directors and must notify the delegates of all participating member councils at least 50 calendar days before MAV Election Day of the voting method to apply.
- 12.3 An election for the office of Director must be conducted in accordance with the provisions in Schedule 2.
- 12.4 Any person elected to be a Director must:
- 12.4.1 demonstrate to the Chief Executive Officer, or a person to whom the Chief Executive Officer has delegated the task, at such times and in such manner as is required in accordance with the Fit and Proper Person Policy, that the person meets the Eligibility Criteria; and
 - 12.4.2 notify the Chief Executive Officer as soon as practicable upon becoming aware that they no longer meet the Eligibility Criteria.
- 12.5 A person elected to be a Director does not take office and is not entitled to any allowances until the Chief Executive Officer, or other person to whom the Chief Executive Officer has delegated the task under the Fit and Proper Person Policy, confirms that the person elected meets the Eligibility Criteria.

13 Voting Entitlements for Elections

- 13.1 For the purposes of electing the President, each delegate has one (1) vote.
- 13.2 For the purposes of electing a Director from each of the regional groupings of participating member councils, each delegate has one (1) vote for the Director of the region within which their participating member council is located.

14 Casual Vacancies

14.1 A casual vacancy is created on the Board where the President or a Director (as the case may be):

14.1.1 dies;

14.1.2 resigns in writing to the Chief Executive Officer;

14.1.3 ceases to be a councillor; or

14.1.4 is unable to demonstrate to the Chief Executive Officer or a person to whom the Chief Executive Officer has delegated the task in accordance with the Fit and Proper Person Policy, within one (1) month (or such longer period as the Chief Executive Officer acting reasonably allows) from the time they are required or requested to do so, that they meet the Eligibility Criteria.

14.2 A casual vacancy on the Board does not occur if:

14.2.1 the council from which the President was appointed as a delegate ceases to be a participating member council;

14.2.2 the council for which a Director is a delegate ceases to be a participating member council; or

14.2.3 the Director's appointment as a delegate has been revoked by the participating member council which had appointed them.

15 Filling Casual Vacancies

15.1 Subject to sub-Rules 15.4 and 15.5, a by-election must be held to fill a casual vacancy on the Board. The provisions of Schedule 2 will apply to any by-election with all necessary adaptations.

15.2 The Chief Executive Officer may, after advising the Board and considering a recommendation from the Election Manager, determine whether postal, attendance or electronic voting will apply to any by-election and must, at least 50 calendar days before the by-election date, notify the delegates:

15.2.1 of all participating member councils, in the case of a by-election for the President; or

15.2.2 of the regional grouping of councils which has been left unrepresented by the casual vacancy, in the case of a Director

of the voting method to apply.

15.3 Notwithstanding anything contained in sub-Rules 15.1 and 15.2 a by-election for the office of President may be conducted at a special meeting of the State Council.

15.4 If a casual vacancy occurs in the office of President after 31 August in the year which immediately precedes the year in which MAV Election Day falls, that Deputy President who represents the same regional grouping of councils as the President who has ceased to hold office will become President until MAV Election Day. If there is also a casual vacancy in the office of such Deputy President then the Deputy President who remains on the Board (or in their absence a Director elected by the Board) becomes the President until MAV Election Day.

15.5 If any other casual vacancy occurs on the Board after 31 August in the year which immediately precedes the year in which MAV Election Day falls, the Board may decide that the casual vacancy is not to be filled.

15.6 If, immediately following a Local Government General Election, there exist at any one time six (6) or more casual vacancies on the Board the Chief Executive Officer may, notwithstanding anything

contained in these Rules, appoint such number of Board members as are necessary to ensure that the Board comprises 11 Board members.

- 15.7 A Board member appointed by the Chief Executive Officer must:
- 15.7.1 be a delegate; and
 - 15.7.2 come from the same regional grouping of councils as the Board member who is being replaced.
- 15.8 The Chief Executive Officer must, before making any appointment under sub-Rule 15.6:
- 15.8.1 call for nominations from delegates of councils located in the regional grouping of councils that have been left unrepresented on the Board;
 - 15.8.2 make enquiries for the purposes of ensuring that the nominees meet the Eligibility Criteria;
 - 15.8.3 ensure that the delegate appointed has nominated or accepted a nomination for the vacant office; and
 - 15.8.4 consult with all of those delegates of the participating member councils within the relevant regional grouping of councils who have not nominated for the vacant office.

PART 3 – THE STATE COUNCIL

16 Annual and Other Meetings

- 16.1 The delegates of participating member councils meeting together in accordance with these Rules comprise the State Council.
- 16.2 In each calendar year there will take place:
- 16.2.1 the annual meeting of the State Council; and
 - 16.2.2 at least one other meeting of the State Council.
- 16.3 The purpose of the annual meeting is to:
- 16.3.1 consider an annual report from the President about the activities and financial affairs of the Association;
 - 16.3.2 consider any motion or other item of business proposed by the Board; and
 - 16.3.3 generally deal with the business of the Association, including any motions or items submitted by participating member council in accordance with sub-Rule 17.1.
- 16.4 Apart from the meetings of the State Council described in sub-Rule 16.2, a special meeting of the State Council may be called by the President or any ten (10) delegates of participating member councils to transact the business specified in the notice calling the meeting.
- 16.5 The quorum necessary to transact business at a meeting of the State Council is half the number of all delegates appointed under Rule 7 plus one (1), and no business may be transacted at a meeting of the State Council unless that number of delegates is in attendance.
- 16.6 Meetings of the State Council may be adjourned or deferred at any time by the President or by a resolution to adjourn to a date to be fixed carried at the meeting.
- 16.7 Except in the case of an Extraordinary Meeting called under Rule 20, preliminary notice in writing giving a general description of the business to be transacted and the date, time and place of any

meeting of the State Council must be given to delegates not less than 90 calendar days before the date fixed for the meeting.

- 16.8 Except for the conduct of any election for which a separate voting procedure applies, delegates may vote on any item of business in person or, if the meeting of the State Council is conducted wholly or partly by electronic means, by voting electronically, or by any combination of those methods.

17 Submission of Business by Participating Member Councils

- 17.1 Participating member Councils may, in accordance with a form determined by the Board, submit for consideration at meetings of the State Council a motion or item for inclusion in the business to be dealt with provided that:
- 17.1.1 the submission of the motion or item has already been the subject of a resolution made by that participating member council;
 - 17.1.2 notice of such motion or item has been given to the Chief Executive Officer not less than 60 calendar days before the meeting;
 - 17.1.3 the Board considers that the motion or item is of such strategic relevance to the Association or of such significance to local government that it ought to be considered at the meeting; and
 - 17.1.4 the motion or item is not repetitive in form or substance of a motion or item considered at the most recently held meeting of the State Council.
- 17.2 Motions or items which relate to the same subject may be consolidated into a single matter, with such amendments as the Board in its discretion determines are warranted, prior to inclusion in the business papers and circulation to delegates.
- 17.3 Nothing in sub-Rule 17.1 affects the right of the Board to submit for consideration at any meeting of the State Council a motion or item that it has resolved should be considered by the State Council.

18 Agenda and Business Papers

The agenda and business papers for any meeting of the State Council must be forwarded to delegates not less than 30 calendar days before the date of the meeting.

19 Conduct of Meetings

- 19.1 Meetings of the State Council will be conducted in accordance with the procedures in Schedule 3.
- 19.2 Meetings of the State Council will be chaired by the President or, in their absence, by a Deputy President. In the absence of a Deputy President a delegate appointed by resolution of the meeting will chair the meeting.
- 19.3 At any meeting of the State Council:
- 19.3.1 each delegate in attendance is entitled to one (1) vote;
 - 19.3.2 if the delegate of a participating member council is not in attendance the substitute delegate of that council may vote in place of that delegate; and
 - 19.3.3 the President cannot exercise a deliberative vote.
- 19.4 Subject to sub-Rules 3.4 and 9.5, any matter arising at a meeting of the State Council is determined by the majority of votes of those delegates appointed under Rule 7 who are in attendance and are not prohibited from voting.

- 19.5 If voting is equal at a meeting of State Council, the President, if in attendance and chairing the meeting, has a casting vote only.
- 19.6 Business which is not included in the agenda of a meeting of any State Council may not be dealt with unless at least half of the delegates eligible to attend are in attendance and agree to deal with it.
- 19.7 The Chief Executive Officer must ensure that accurate minutes are kept of all meetings of the State Council.

20 Extraordinary Meetings

- 20.1 The Board may call an Extraordinary Meeting of the State Council to deal with a matter or matters of exceptional importance.
- 20.2 Notwithstanding anything else in these Rules:
 - 20.2.1 not less than 30 calendar days' notice of the date of the Extraordinary Meeting and the matter or matters to be dealt with must be given to delegates; and
 - 20.2.2 the State Council may, at the commencement of the Extraordinary Meeting, resolve to dispense with some or all of the procedures in Schedule 3 and any Meeting Procedure Protocols that have previously been adopted by the State Council.
- 20.3 If the State Council has, at the commencement of an Extraordinary Meeting, resolved to dispense with some or all of the procedures in Schedule 3 and any Meeting Procedure Protocols previously adopted by the State Council then the procedures to be followed at the Extraordinary Meeting will be within the discretion of the State Council.

PART 4 – THE BOARD

Division 1 – The Board

21 The Role and Functions of the Board

- 21.1 Without limiting the governance role of the Board, the Board is responsible for:
 - 21.1.1 developing and giving effect to the strategic direction of the Association;
 - 21.1.2 the oversight of the administration and financial management of the Association;
 - 21.1.3 appointing and overseeing the performance of the Chief Executive Officer, in accordance with Rule 33;
 - 21.1.4 the oversight of the provision of services by the Association;
 - 21.1.5 the oversight of the Association's risk management;
 - 21.1.6 adopting the Association's Annual Budget;
 - 21.1.7 receiving the Association's audited accounts;
 - 21.1.8 performing those duties imposed, and performing those functions and exercising those powers conferred, on the Board by these Rules;
 - 21.1.9 ensuring the legal and ethical integrity of the Association; and
 - 21.1.10 the conduct of the affairs of the Association more generally.

- 21.2 In performing its governance role the Board must:
- 21.2.1 govern for the entire local government sector and put the interests of that sector above the interests of any individual council or person;
 - 21.2.2 promote diversity within the local government sector with a view to ensuring that the sector reflects the diversity of the communities which it serves;
 - 21.2.3 seek to enhance the reputation and standing of the Association; and
 - 21.2.4 report to participating member councils annually on its own performance, and the performance of the Association, measured against published performance criteria.
- 21.3 Within six (6) months of the first of its meetings held after an MAV Election Day the Board:
- 21.3.1 may adopt a Board Charter;
 - 21.3.2 must adopt a Board Code of Conduct setting out the standards of conduct to be observed by Board members;
 - 21.3.3 must adopt protocols for the role of delegates; and
 - 21.3.4 must adopt protocols for the role and performance of those holding the office of:
 - 21.3.4.1 President;
 - 21.3.4.2 Deputy President; and
 - 21.3.4.3 Directorand must then regularly review compliance with those protocols.
- 21.4 The Board must:
- 21.4.1 adopt a policy for the determination of allowances and reimbursement of out-of-pocket expenses to be paid to the President, a Deputy President and all other Directors;
 - 21.4.2 review such policy at least once every three (3) years; and
 - 21.4.3 annually determine allowances payable to the President, a Deputy President and all other Directors in accordance with the policy adopted.
- 21.5 The Board must adopt a policy (**Fit and Proper Person Policy**) setting out:
- 21.5.1 the criteria that apply for a person to be eligible to be the President, a Director or any other officer of the Association;
 - 21.5.2 the information that is required to be provided for the purposes of demonstrating the criteria have been met; and
 - 21.5.3 the times when that information is required to be provided,
- and make such policy generally available to participating member councils.

- 21.6 For the purposes of the Fit and Proper Person Policy:
- 21.6.1 the criteria must be limited to criteria relevant to the determination of whether a person is a fit and proper person for the purposes of their role as President, Director or other officer of the Association, taking into account matters such as whether the person:
- 21.6.1.1 is disqualified from managing a corporation under Part 2D.2 of the **Corporations Act**;
 - 21.6.1.2 is subject to a banning or disqualification order made by the Australian Securities and Investments Commission under Sub-division B of Division 8 of the **Corporations Act** or Part 2-4 of the **National Consumer Credit Protection Act 2009 (Cth)** (or any like provisions of any Act which substantially re-enacts the **National Consumer Credit Protection Act 2009 (Cth)**); or
 - 21.6.1.3 fails to meet other criteria that a regulator relevant to the business of the Association would take into account for the determination of whether a person is a fit and proper person; and
- 21.6.2 the information must be required to be provided:
- 21.6.2.1 in the case of a person elected to be President or a Director, as soon as practicable after the person is elected;
 - 21.6.2.2 in the case of another officer of the Association who is not elected, before the time of their appointment; and
 - 21.6.2.3 annually, so that the information available to the Association is not more than 12 months old.
- 21.7 The Board must review the Fit and Proper Person Policy at least once every three (3) years.

22 Conduct of Meetings

- 22.1 Subject to these Rules, the conduct of meetings of the Board is at the discretion of the Board.
- 22.2 The Board may, from time to time, adopt Meeting Procedure Protocols which are to be observed by the President and Directors who are in attendance at meetings of the Board.
- 22.3 Any Meeting Procedure Protocol must not be inconsistent with these Rules.
- 22.4 An agenda and notice of meeting of the Board must be given to Board members not less than seven (7) calendar days before the meeting, unless the meeting is to deal with business which the President or Chief Executive Officer considers to be urgent or requiring immediate resolution by the Board. In that event the notice given to Board members must be reasonable notice.
- 22.5 If in attendance, the President must chair any meeting of the Board.
- 22.6 The quorum necessary to transact business at a meeting of the Board will be six (6) Board members.
- 22.7 Each Board member in attendance at a meeting of the Board is entitled to one (1) vote.
- 22.8 Any matter arising at a meeting of the Board is determined by the majority of the votes of those Board members in attendance who are not prohibited from voting. In the event of an equality of votes the President (or if the President is not in attendance, the Board member chairing the meeting) has a casting vote.
- 22.9 Meetings of the Board may be deferred or adjourned at any time by the President or other member of the Board presiding, as the case may be, to a date to be fixed.

- 22.10 The President must ensure that accurate minutes are kept of all meetings of the Board.
- 22.11 Meetings of the Board may be held:
- 22.11.1 wholly in person;
 - 22.11.2 wholly by electronic means; or
 - 22.11.3 partly in person and partly by electronic means.
- 22.12 Each notice of meeting of the Board must specify whether the meeting is to be held:
- 22.12.1 wholly in person;
 - 22.12.2 wholly by electronic means; or
 - 22.12.3 partly in person and partly by electronic means.
- 22.13 The contemporaneous linking together in oral communication by telephone, audio-visual or other instantaneous means that gives the meeting participants as a whole a reasonable opportunity to participate will, for the purposes of sub-Rule 22.11, constitute meeting by electronic means.
- 22.14 If a meeting of the Board is held wholly or partly by electronic means:
- 22.14.1 each Board member taking part in the meeting must be able to communicate and be understood by each of the other Board members taking part in the meeting;
 - 22.14.2 a Board member must not voluntarily leave the meeting by disconnecting their telephone, audio-visual or other communication equipment unless that Board member has previously notified the President or other Board member chairing the meeting; and
 - 22.14.3 a Board member is conclusively presumed to have attended and formed part of a quorum at all times during a meeting unless that Board member has, with the approval of the President or other Board member chairing the meeting, left the meeting.

23 Circulating Resolutions

- 23.1 Six (6) of the Board members may sign a document, known as a 'Circulating Resolution', containing a statement that they are in favour of a resolution of the Board in the terms set out in that document.
- 23.2 A resolution in those terms is deemed to have been made at a meeting of the Board held on the day and at the time on which the document was signed by the Board member whose signature first brings to six (6) or more the portion of the Board members who have signed the resolution.
- 23.3 For the purposes of sub-Rule 23.2 two (2) or more separate documents containing statements in identical terms, each of which is signed by one (1) or more Board members, are deemed together to constitute a single document containing a statement in those terms signed by the those Board members on those respective days on which they signed the separate documents.
- 23.4 Every resolution made under this Rule 23 must as soon as practicable be entered in the minutes of Board meetings.
- 23.5 Any form of electronic communication addressed to and received by the Association and purporting to be signed by a Board member for the purposes of this Rule 23 is deemed to be a written document signed by the Board member, and any statement sent electronically by a Board member to a specified electronic address that they are in favour of the specified resolution that has been proposed will be taken to be a document containing that statement and duly signed by the Board member.

24 Internal Auditor

- 24.1 The Board must from time to time appoint an individual or organisation to be the Association's Internal Auditor.
- 24.2 The individual or organisation appointed must have the necessary expertise and experience to provide internal audit services to the Association.
- 24.3 The Chief Executive Officer may, from time to time and separately from any scheduled internal audit program approved by the Audit and Risk Committee established under sub-Rule 25.1, engage the Internal Auditor to audit an aspect of the Association's operations.
- 24.4 Any report of the Internal Auditor prepared following an audit of the kind described in sub-Rule 24.3 must be presented to:
 - 24.4.1 the Board; and
 - 24.4.2 the Audit and Risk Committee.

25 Audit and Risk Committee

- 25.1 The Board must establish an Audit and Risk Committee and appoint its members.
- 25.2 The Audit and Risk Committee must:
 - 25.2.1 include Board members; and
 - 25.2.2 consist of a majority of members who are not Board members or members of the Association's staff, and who collectively have:
 - 25.2.2.1 expertise in financial management and risk; and
 - 25.2.2.2 experience in public sector management.
- 25.3 The chairperson of the Audit and Risk Committee must not be a Board member.
- 25.4 The Board must prepare and approve an Audit and Risk Committee Charter.
- 25.5 The Audit and Risk Committee Charter must specify the functions and responsibilities of the Audit and Risk Committee, including:
 - 25.5.1 monitoring the Association's financial management;
 - 25.5.2 monitoring and providing advice on risk management and fraud prevention systems and internal controls; and
 - 25.5.3 overseeing internal audit functions.
- 25.6 The Audit and Risk Committee must adopt an annual work program.
- 25.7 The Audit and Risk Committee must:
 - 25.7.1 prepare annually an audit and risk report that describes the activities of the Audit and Risk Committee during the preceding 12 months, including its findings and recommendations; and
 - 25.7.2 provide a copy of that audit and risk report to the Chief Executive Officer for tabling at the next meeting of the Board.

25.8 The Chief Executive Officer must:

25.8.1 ensure the preparation and maintenance of agendas, minutes and reports of the Audit and Risk Committee; and

25.8.2 table reports and minutes of meetings of the Audit and Risk Committee at meetings of the Board when requested by the chairperson of the Audit and Risk Committee to do so.

26 Committees

26.1 The Board may appoint committees of persons (however titled) to undertake any functions specified by the Board.

26.2 A committee may consist of:

26.2.1 Board members;

26.2.2 delegates;

26.2.3 members of staff of the Association; or

26.2.4 any other persons whom the Board considers have the necessary skills, experience and expertise,

or any combination of the above.

27 Delegation

The Board may, by instrument of delegation, delegate to a committee appointed by the Board any power or function of the Board, other than this power of delegation.

28 Summits and Forums

28.1 The Board may, from time to time, convene a summit or forum to deliberate on a specified issue affecting participating member councils.

28.2 Each delegate of a participating member council must be given reasonable notice of any such summit or forum.

29 Election of Deputy Presidents

29.1 The Board must elect two of its members to be Deputy Presidents of the Association, one of whom must be a Director of a non-metropolitan grouping of councils and the other of whom a Director of a metropolitan grouping of councils.

29.2 A Deputy President may act in the place of the President when requested by the President to do so.

29.3 The Board may appoint a Deputy President to act in the place of the President when the President is absent, is incapable of acting or refuses to act.

30 Regional Groupings of Councils

30.1 The Board must, after consulting participating member councils, determine the regional groupings of councils, and classify each participating member council as being located within and therefore belonging to either:

30.1.1 one (1) of the five (5) regional groupings of metropolitan councils; or

30.1.2 one (1) of the five (5) regional groupings of non-metropolitan councils.

30.2 The Board must provide notice to councils of its determination and classification of all participating member councils into regional groupings of councils within 14 business days of its determination and classification.

30.3 The Board must review the regional groupings of councils and the classification of each participating member council into one (1) of those regional groupings at least once every six (6) years.

31 Particular Obligation of Directors

A Director must liaise with other delegates and participating member councils within the region that they represent by meeting with them regularly, by providing written reports and information on the Association's activities and by any other means which are convenient and satisfy the needs of the regional grouping of councils.

32 Conflict of Interest

32.1 A Board member is prohibited from voting on any matter at a meeting of the Board in respect of which the Board member has a conflict of interest.

32.2 For the purposes of sub-Rule 32.1 a Board member will have a conflict of interest in a matter if an impartial and fair-minded person would consider that the Board member's private interests could result in the Board member acting in a manner that is contrary to their duty to the Association.

32.3 A Board member's private interests will not, for the purposes of sub-Rule 32.2, include:

32.3.1 the personal opinions or beliefs of the Board member;

32.3.2 any interest derived from the Board member's membership of a participating member council;

32.3.3 any interest arising out of or affected by any election or appointment under Rule 29;

32.3.4 any interest arising out of or affected by any:

32.3.4.1 policy, code or protocol which, by reason of these Rules, the Board is expressly required or empowered to adopt;

32.3.4.2 review which, by reason of these Rules, the Board is expressly required or empowered to carry out; or

32.3.4.3 determination which, by reason of these Rules, the Board is expressly required or empowered to make.

32.4 A Board member who has a conflict of interest in respect of a matter at a meeting of the Board must, prior to the consideration of the matter, disclose to the meeting the:

32.4.1 existence; and

32.4.2 nature

of the conflict of interest and then absent themselves from attendance until such time as the Board has concluded its consideration of the matter.

32.5 A disclosure under sub-clause 32.1 must be recorded in the minutes of the meeting of the Board.

PART 5 – MANAGEMENT OF THE ASSOCIATION**33 Chief Executive Officer**

- 33.1 The Chief Executive Officer is responsible for the day-to-day management of the Association and for providing strategic advice to the Board.
- 33.2 The Chief Executive Officer is accountable to the Board.
- 33.3 The Chief Executive Officer may attend and participate in any meeting of the Board, as required.
- 33.4 The Board may, by instrument, delegate to the Chief Executive Officer any power or function of the Board, including this power of delegation.
- 33.5 The Board must review the delegation or delegations to the Chief Executive Officer within six (6) months of the first of its meetings held after an MAV Election Day.
- 33.6 The Board must develop, adopt and keep current a Chief Executive Officer Employment and Remuneration Policy which provides for:
- 33.6.1 the process for recruiting and appointing the Chief Executive Officer;
 - 33.6.2 provisions which must appear in the contract of employment under which the Chief Executive Officer is employed;
 - 33.6.3 performance monitoring; and
 - 33.6.4 an annual review of the Chief Executive Officer's performance.

PART 6 – FINANCIAL**Division 1 – Revenue of the Association****34 Accounts and Records**

The Association must ensure that proper accounts and records of its transactions and affairs and other appropriate records are kept so that its financial operations and financial position can be adequately explained at any time.

35 Subscriptions

The:

- 35.1 amount of the biennial subscription to be paid by participating member councils;
 - 35.2 date on which annual instalment notices are to be sent to participating member councils; and
 - 35.3 date by which annual instalments of the biennial subscription must be paid
- will be determined by the Board and notified to participating member councils in writing.

36 Investments

The Association may, in accordance with any Investment Policy adopted by the Board from time to time, invest in any of the funds that councils may invest in under section 103 of the **Local Government Act 2020** or the **Trustee Act 1958**.

Division 2 – Municipal Officers' Fidelity Guarantee Fund**37 Members of the Fund**

For the purposes of this Division, 'Authority' includes the bodies referred to in section 5 of the Act contributing to the fund.

38 Management of the Fund

Subject to these Rules, the Board is responsible for the management and operation of the Municipal Officers' Fidelity Guarantee Fund.

39 The Municipal Officers' Fidelity Guarantee Fund

39.1 The Municipal Officers' Fidelity Guarantee Fund consists of:

- 39.1.1 all premiums received by the Association by way of premiums on guarantees;
- 39.1.2 all monies received by the Association under section 7 of the Act;
- 39.1.3 all monies received by the Association by way of interest on moneys invested under these Rules; and
- 39.1.4 all other moneys received by the Association in connection with the activities of the Fund.

40 Decisions of the Board

40.1 The Board will from time to time determine:

- 40.1.1 the manner and form of an application for a guarantee;
- 40.1.2 the form of the policies to be issued;
- 40.1.3 the level of premium payable; and
- 40.1.4 the level of cover available.

41 Expiration of Policies

Unless renewed, all policies will terminate on the 30th June next following the date of their issue.

42 Application for Guarantee

Any Authority may make application for a guarantee in respect of its employees. Upon acceptance of any application and upon acceptance and payment of the appropriate premium fixed by the Board, the Association will issue to the Authority a policy in the appropriate form determined by the Board.

43 Renewal of Policies

Before becoming entitled to the renewal of any policy, the Authority in the name of which the policy has been issued must submit to the Board a statement of its revenue from general rates and charges during the preceding financial year and the Board will fix the premium payable on the basis of such revenue and such other information as the Board may determine from time to time; including, without limitation, claims history and risk management practices.

44 Cancellation of Policies**44.1 Any policy may be cancelled:**

- 44.1.1 at any time at the written request of the Authority, in which case the Association will be entitled to retain the premium for the period during which the policy has been in force; and
- 44.1.2 by the Association in the event of the Authority;
 - 44.1.2.1 failing to comply with its duty of absolute good faith;
 - 44.1.2.2 failing to comply with its duty of disclosure;
 - 44.1.2.3 making a misrepresentation to the Association during negotiations for the policy before it was entered into;
 - 44.1.2.4 failing to comply with a condition or other provision of the policy, including the provision with respect to payment of the premium; or
 - 44.1.2.5 making a fraudulent claim under the policy.

45 Notice of Cancellation

- 45.1 The Association may give written notice to the Authority that it has cancelled the policy and that the cancellation will take effect 14 calendar days from the date of the written notice.
- 45.2 Where the Association cancels the policy of an Authority the Association will refund to the Authority an amount of premium proportionate to the unexpired term of the policy.

46 Liability of the Association

The liability of the Association under any blanket policy to pay out of the Municipal Officers' Fidelity Guarantee Fund any loss sustained by the Authority will be based on the absolute good faith of the application and of the truth and completeness of any information supplied by and on behalf of the Authority and will depend upon the due payment of the premium.

47 Investment of Funds

The Board may, in accordance with any Investment Policy adopted by the Board from time to time, invest the fund or any part of it in the funds in which councils may invest under section 103 of the **Local Government Act 2020** or the **Trustee Act 1958**.

48 Expenses

All expenses incurred in the management of the Fund will be paid out of the Funds and the Fund will contribute from time to time an amount determined by the Board towards the overall cost of management and administration of the Association.

PART 7 – GENERAL PROVISIONS**49 Common Seal**

- 49.1 The common seal of the Association may only be used in accordance with the direction of the Board and affixed in the presence of any Board member and the Chief Executive Officer (or in the absence of the Chief Executive Officer any other member of the Association's staff previously nominated for this purpose by the Chief Executive Officer).
- 49.2 Any documents to which the common seal has been affixed must be kept in a register maintained for that purpose.

- 49.3 The Chief Executive Officer must, at each meeting of the Board, report on any documents to which the common seal has been affixed.

50 Business Name

The Association may, in conducting its activities, use with the approval of the Board any business name which it determines to register under the **Business Names Registration Act 2011** (Cth).

PART 8 – TRANSITIONAL PROVISIONS

51 Reference to Former Rules

In this Part 8 any reference to ‘the former Rules’ is a reference to those Rules of the Association made under the Act that were in place immediately prior to the commencement of these Rules, being the Rules published in the *Victoria Government Gazette* on 7 February 2013.

52 General Saving

Except as these Rules expressly or by necessary implication provide otherwise, all persons, things and circumstances appointed or created by or under the former Rules or existing under the former Rules immediately before the commencement of these Rules continue under these Rules and have the same, operation and effect as they respectively would have had had the former Rules not been revoked.

53 Specific Savings and Transitional Arrangements

53.1 Without limiting the generality of Rule 52:

- 53.1.1 each council that was a financial member of the Association under the former Rules will, upon the commencement of these Rules, be deemed to be a participating member council and to continue in the same regional grouping of councils until the Board determines otherwise;
- 53.1.2 each councillor who was a representative and substitute representative of the Association under the former Rules will, upon the commencement of these Rules, be deemed to be a delegate or substitute delegate of that council (as the case may be);
- 53.1.3 the Management Board constituted under the former Rules will, until MAV Election Day, continue to exist and to operate as if all of the former Rules relevant to its membership, duties, functions, powers and proceedings continue to apply;
- 53.1.4 each person holding an office (whether as the President or a Deputy President or Director) under the former Rules will continue to hold that office until they go out of office in accordance with the former Rules; and
- 53.1.5 the Chief Executive Officer under the former Rules becomes the Chief Executive Officer for the purposes of these Rules.

53.2 Any office held prior to the commencement of these Rules will not be taken into account in calculating the period described in sub-Rule 9.3.3.1 or 9.3.3.2.

53.3 The first MAV Election Day after the commencement of these Rules will be held on 3 March 2023.

Municipal Association of Victoria**Schedule 1****Notification of appointment (Rule 7)**

The Chief Executive Officer
Municipal Association of Victoria

At the meeting of _____ on _____
(insert name of council) (insert date)

Cr _____ was appointed as the council's delegate (representative)
to the Association.

Cr _____ was appointed as the council's substitute delegate*
(representative) to the Association.

.....
Chief Executive Officer
(signature of Chief Executive Officer required)

Dated:
(insert date)

*Appointment of a substitute delegate is required by Rule 7.1 of the Association's Rules. Appointment of *both* a delegate and substitute delegate is therefore required.

Note: Submission of this notice to the Association will result in the revocation of any previous appointment of a delegate or substitute delegate.

Municipal Association of Victoria**Schedule 2****Election Procedures for President and Directors
(Rules 11 & 12)****Division 1 – General requirements applying to elections****1. Nomination**

- 1.1 Only a delegate may nominate as a candidate for the election to the office of President or Director.
- 1.2 Any delegate wanting to nominate as a candidate for election either to the office of President or Director must submit to the Election Manager a nomination in the form specified in Schedule 4.
- 1.3 A nomination must be submitted to the Election Manager no earlier than 9am on the day which is 43 calendar days before MAV Election Day, and no later than the close of nominations at 4.00 pm on the day which is 25 calendar days before MAV Election Day, and may be posted, hand delivered or sent electronically to an address publicly advertised by the Election Manager.
- 1.4 The name of the candidate on the form of nomination must correspond with the name of the delegate that:
 - 1.4.1 appeared in the notification of appointment, given under sub-Rule 7.2; or
 - 1.4.2 appears on the Register of Delegates.
- 1.5 A delegate nominating for election may nominate themselves or be nominated by another delegate but must be the participating member council's delegate appointed by the council under Rule 7 and notified to the Association in the form of Schedule 1.
- 1.6 The Election Manager must reject the nomination if:
 - 1.6.1 the person nominating is not the delegate appointed by a participating member council; or
 - 1.6.2 the person nominating has been nominated by a person who is not the delegate of a participating member council; or
 - 1.6.3 the nomination has been submitted other than in the period between the opening and closing of nominations.
- 1.7 The Election Manager may require information from:
 - 1.7.1 the nominee;
 - 1.7.2 the person nominating the nominee;
 - 1.7.3 the Chief Executive Officer; or
 - 1.7.4 any other member of the Association's staffin order to decide to reject a nomination under sub-clause 1.6.

- 1.8 After nominations have closed, the Election Manager and the Association may publish on their respective websites the names of all candidates.

2. Candidate's Entitlements

- 2.1 Each candidate for election may provide to the Election Manager a statement containing no more than 200 words and a photograph of themselves, a copy of which must be lodged no later than the close of nominations at 4.00pm on the day which is 25 calendar days before MAV Election Day so that it can be circulated under clause 12 of this Schedule.
- 2.2 Each candidate may appoint a scrutineer in writing to the Election Manager to be present at the ballot draw to determine the order of candidates on the ballot paper and at the count of the votes.
- 2.3 A person appointed as scrutineer for the purposes of the counting of votes cannot be a candidate for the office in respect of which votes are to be counted.
- 2.4 Subject to sub-clause 2.3, a scrutineer appointed in accordance with sub-clause 2.2 has the right to attend either or both of a ballot draw or count of votes for which they are appointed.

3. Withdrawal or Death of a Candidate

- 3.1 A candidate may withdraw by giving written notice to the Election Manager:
- 3.1.1 at any time before the close of nominations; or
- 3.1.2 after the close of nominations if the withdrawal will leave only one (1) candidate remaining.
- 3.2 If the withdrawal or death of a candidate before the conduct of an election means that only one candidate remains in the election, the Election Manager must declare the remaining candidate to be elected.
- 3.3 If the withdrawal or death of a candidate before the conduct of an election means that there are no candidates for an election, the election fails and the Election Manager must:
- 3.3.1 if the failure relates to the election of President, advise all the delegates;
- 3.3.2 in any other case, advise the delegates within the relevant region –
- that the election has failed and that a new election will be conducted.
- 3.4 The Election Manager must proceed to conduct a new election under sub-clause 3.3 as soon as is practicable.
- 3.5 If the withdrawal or death of a candidate occurs:
- 3.5.1 after the close of nominations but before ballot papers have been printed and sent to delegates the Election Manager must remove the name of the candidate from the ballot paper; or
- 3.5.2 after the close of nominations and after the ballot papers have been printed and sent to delegates the nomination will be deemed to have been annulled and any vote for that candidate will be dealt with as if their name had not been on the ballot paper with the numbers indicating subsequent preference being deemed to have been altered accordingly.

4. Election Manager's Duties

If an election is to be conducted for the office of President and for any Directors, the Election Manager must:

- 4.1 as soon as practicable after the close of nominations at 4.00 pm on the day which is 25 calendar days before MAV Election Day hold a draw by lot to determine the order in which the name of each candidate is to appear on the ballot paper;
- 4.2 within seven (7) calendar days of the close of nominations send to each delegate of a participating member council whose name appears on the Register of Delegates a statement setting out the names of the candidate, the positions for which they have nominated and the order in which candidates' names will appear on the ballot paper; and
- 4.3 prepare separate ballot papers for each of the elections setting out the names of the candidates who have nominated.

5. Election of President

- 5.1 If only one delegate nominates for the office of President before the close of nominations, that delegate will be declared elected by the Election Manager.
- 5.2 If two or more delegates nominate for the office of President, an election must be conducted by the Election Manager.

6. Marking of Ballot Papers for Election of President

- 6.1 Where an election is conducted for the office of President, the delegate must mark their vote on the ballot paper delivered to them by placing:
 - 6.1.1 the figure 1 opposite the name of the candidate for whom they vote as their first preference; and
 - 6.1.2 the figures 2, 3, 4 (and so on as the case requires) opposite the respective names of all remaining candidates so as to indicate by numerical sequence the order of their preference for each candidate.
- 6.2 Where there are only two candidates a ballot paper will be deemed to be sufficiently marked if marked with the figure 1 so as to indicate the delegate's first preference.
- 6.3 At any election where there are more than two candidates the requirements of this sub-clause will be deemed to be sufficiently complied with if the ballot paper is marked with the figures 1, 2, 3, 4, (and so on up to the number of candidates in the election) opposite the names of all the candidates on the ballot paper except one, and in any such case the delegate will be deemed and taken to have given their last preference vote for the candidate opposite whose name no figure is placed.
- 6.4 A ballot paper must be rejected if it is not marked in the manner required by this clause.
- 6.5 If the election is conducted by attendance voting, each delegate must, within 30 minutes after the delivery of the ballot papers, place their ballot paper in the appropriate box provided by the Election Manager.

7. Election Results for the Office of President

- 7.1 In this clause 7, 'absolute majority of votes' means a number of votes greater than one-half of the total number of ballot papers (excluding ballot papers which are rejected) and if necessary, includes a draw by lot.

- 7.2 If an election for the office of President has been conducted, the candidate who has received the greatest number of first preference votes, if that number constitutes an absolute majority of votes, is to be declared elected by the Election Manager.
- 7.3 If no candidate has received an absolute majority of first preference votes, the Election Manager must:
- 7.3.1 arrange the ballot papers by placing in separate parcels all those ballot papers on which a first preference is indicated for the same candidate and preference votes are duly given for all (or all but one) of the remaining candidates, omitting ballot papers which are rejected; and
 - 7.3.2 declare the candidate who received the fewest first preference votes a defeated candidate; and
 - 7.3.3 distribute the ballot papers counted to the defeated candidate among the undefeated candidates next in order of the voters' preference; and
 - 7.3.4 after the distribution, again ascertain the total number of votes given to each undefeated candidate.
- 7.4 The candidate who has then received the greatest number of votes, if that number constitutes an absolute majority of votes, is declared elected by the Election Manager.
- 7.5 If no candidate then has an absolute majority of votes, the process of declaring the candidate who has the fewest votes a defeated candidate and distributing the ballot papers counted to the defeated candidate among the undefeated candidates next in order of the voters' preference is to be repeated until one candidate has received an absolute majority of votes and is declared elected by the Election Manager.
- 7.6 If on any count two or more candidates have an equal number of votes and one of them has to be declared a defeated candidate, the undefeated candidate is to be determined by lot conducted by the Election Manager.
- 7.7 If on a final count two candidates have an equal number of votes, the successful candidate is to be determined by lot conducted by the Election Manager.
- 8. Election of 10 Regional Directors**
- 8.1 If only one delegate from a regional grouping of councils nominates for the position of Director for that region that delegate will be declared elected as the Director for that region.
- 8.2 If two or more delegates from a regional grouping of councils nominate for the office of Director, an election must be conducted by the Election Manager.
- 9. Marking of Ballot Papers for Election of Director**
- 9.1 Where an election is conducted for a position as a Director, the delegate must mark their vote on the ballot paper delivered to them by placing:
- 9.1.1 the figure 1 opposite the name of the candidate for whom they vote as their first preference; and
 - 9.1.2 the figures 2, 3, 4 (and so on up to the number of candidates in the election) opposite the respective names of all remaining candidates so as to indicate by numerical sequence the order of their preference for each candidate.
- 9.2 Where there are only two candidates a ballot paper will be deemed to be sufficiently marked if marked with the figure 1 so as to indicate the delegate's first preference.

- 9.3 At any election where there are more than two candidates the requirements of this sub-clause will be deemed to be sufficiently complied with if the ballot paper is marked with the figures 1, 2, 3, 4, (and so on up to the number of candidates in the election) opposite the names of all the candidates on the ballot paper except one, and in any such case the delegate will be deemed and taken to have given their last preference vote for the candidate opposite whose name no figure is placed.
- 9.4 A ballot paper must be rejected if it is not marked in the manner required by this clause.
- 9.5 If the election is conducted by attendance voting, each delegate must, within 30 minutes after the delivery of the ballot papers, place their ballot paper in the appropriate box provided by the Election Manager.

10. Election Results for Directors

- 10.1 In this clause 10, 'absolute majority of votes' means a number of votes greater than one-half of the total number of ballot papers (excluding ballot papers which are rejected) and if necessary, includes a vote by lot.
- 10.2 If an election for any of the Directors has been conducted, the candidate who has received the greatest number of first preference votes, if that number constitutes an absolute majority of votes, is to be declared elected by the Election Manager.
- 10.3 If no candidate has received an absolute majority of first preference votes, the Election Manager must:
- 10.3.1 arrange the ballot papers by placing in separate parcels all those ballot papers on which a first preference is indicated for the same candidate and preference votes are duly given for all (or all but one) of the remaining candidates, omitting ballot papers which are rejected; and
 - 10.3.2 declare the candidate who received the fewest first preference votes a defeated candidate; and
 - 10.3.3 distribute the ballot papers counted to the defeated candidate among the undefeated candidates next in order of the voters' preference; and
 - 10.3.4 after the distribution, again ascertain the total number of votes given to each undefeated candidate.
- 10.4 The candidate who has then received the greatest number of votes, if that number constitutes an absolute majority of votes, is declared elected by the Election Manager.
- 10.5 If no candidate then has an absolute majority of votes, the process of declaring the candidate who has the fewest votes a defeated candidate and distributing the ballot papers counted to the defeated candidate among the undefeated candidates next in order of the voters' preference is to be repeated until one candidate has received an absolute majority of votes and is declared elected by the Election Manager.
- 10.6 If on any count two or more candidates have an equal number of votes and one of them has to be declared a defeated candidate, the undefeated candidate is to be determined by lot conducted by the Election Manager.
- 10.7 If on a final count two candidates have an equal number of votes, the successful candidate is to be determined by lot conducted by the Election Manager.

11. Where Delegate has Nominated for President and Director

- 11.1 If any candidate declared elected as President has also nominated for a position as a Director that nomination must be declared to be invalid and any vote expressed for them

for that other position will be dealt with as if their name had not been on the ballot paper and the numbers indicating subsequent preferences had been altered accordingly.

- 11.2 In the event that such a procedure results in there being no candidate for the office of Director, an election must be held for the vacancy.

Division 2 – Optional postal voting

12. Application of Postal Voting

- 12.1 If the Chief Executive Officer has determined that postal voting will apply to an election, then, in addition to the notification required to be given a delegate under clause 4, the Election Manager must, at least 14 calendar days before the last day of voting, deliver or send to each delegate who is entitled to vote at the election:
- 12.1.1 a postal vote certificate or declaration envelope;
 - 12.1.2 a ballot paper for postal voting;
 - 12.1.3 a prepaid envelope for the return of the certificate and the ballot paper;
 - 12.1.4 instructions on how to vote;
 - 12.1.5 notice of how and when the ballot paper must be returned by; and
 - 12.1.6 any other material that the Election Manager thinks is appropriate.
- 12.2 If an election is conducted by postal voting and the Chief Executive Officer determines that extraordinary circumstances exist, a reference in these Rules to 'MAV Election Day' is to be taken as a day fixed by the Chief Executive Officer as the last day on which postal ballots may be validly received by the Election Manager. The Chief Executive Officer must give written notice to delegates of the extraordinary circumstances that have been determined to exist, and details of the day fixed as the last day on which postal ballots may be validly received by the Election Manager.

13. Ballot Papers and Declaration Envelopes

- 13.1 Subject to sub-clause 13.2, the Election Manager must ensure that:
- 13.1.1 ballot papers are made of marked security paper; and
 - 13.1.2 declaration envelopes are opaque.
- 13.2 Each replacement declaration envelope issued under clause 14 must be identified as a replacement declaration envelope.
- 13.3 The Election Manager must keep a record of all persons who have been issued with a postal voting envelope and must keep a record of all those who have returned a declaration envelope.

14. Issuing Replacement Voting Materials

- 14.1 If on or before the last day of voting a delegate:
- 14.1.1 claims that they have lost or destroyed the declaration envelope or ballot paper or both; or
 - 14.1.2 claims that they have not received a postal ballot envelope; or

- 14.1.3 satisfies the Election Manager that they have spoilt the declaration envelope or ballot paper or both and returns the spoilt declaration envelope or spoilt ballot paper or both,

the Election Manager must issue the voter with the appropriate replacement material.

- 14.2 If a spoilt declaration envelope or ballot paper has been returned under sub-clause 14.1.3 the Election Manager must cancel the spoilt declaration envelope or ballot paper.
- 14.3 The Election Manager may use any means of identifying declaration envelopes, ballot papers and postal ballot envelopes issued under this provision which they consider appropriate to comply with clause 16.

15. Requirements Applying to Voters

- 15.1 A delegate voting must:
 - 15.1.1 mark their preference on the ballot paper in the manner required in this Schedule;
 - 15.1.2 sign their name on the declaration envelope in the place provided and complete any details where indicated;
 - 15.1.3 insert the completed ballot paper in the declaration envelope provided and seal the envelope; and
 - 15.1.4 place the declaration envelope in the prepaid envelope provided.
- 15.2 The delegate must post or deliver the prepaid envelope containing the declaration envelope and ballot paper to the Election Manager at the address on the envelope so as to reach the Election Manager not later than 6.00 pm on the last day of voting or to deliver it to the address designated by the Election Manager for that purpose not later than 6.00 pm on the last day of voting or by any other time specified by the Election Manager.

16. Receipt of Declaration Envelopes

- 16.1 The Election Manager may, before the close of voting:
 - 16.1.1 remove the declaration envelopes from the prepaid envelopes;
 - 16.1.2 separate the signed declaration envelopes from the unsigned declaration envelopes;
 - 16.1.3 disallow the unsigned declaration envelopes; and
 - 16.1.4 arrange all signed declaration envelopes according to the appropriate regional grouping of councils.
- 16.2 The Election Manager must:
 - 16.2.1 identify the declaration envelopes issued under clause 14;
 - 16.2.2 satisfy themselves that:
 - 16.2.2.1 the person voting was entitled to vote; or
 - 16.2.2.2 the person has not voted or attempted to vote more than once at the election; or

- 16.2.2.3 the declaration envelope was signed by the same person whose name appears on the list of representatives entitled to vote.

- 16.3 If the Election Manager is satisfied they must accept the ballot paper within the declaration envelope for further scrutiny without opening the declaration envelope in which it is contained, but if the Election Manager is not satisfied the ballot paper within the declaration envelope must be disallowed without opening the declaration envelope within which it is contained.
- 16.4 The Election Manager must arrange all the declaration envelopes containing accepted ballot papers in accordance with sub-clause 16.1.4.

17. Security of Declaration Envelopes

- 17.1 The Election Manager must ensure that all declaration envelopes received are securely kept until after the close of voting.
- 17.2 The Election Manager must ensure that all declaration envelopes remain unopened until after the close of voting.

18. Handling of Election Materials

- 18.1 The Election Manager must as soon as practicable after the close of voting do the following in the presence of any scrutineers and any other person who is authorised:
 - 18.1.1 retrieve the secured declaration envelopes;
 - 18.1.2 make up into separate parcels:
 - 18.1.2.1 the records kept of persons who have returned a declaration envelope;
 - 18.1.2.2 the spoilt ballot papers and the declaration envelopes;
 - 18.1.2.3 the unsigned declaration envelopes;
 - 18.1.2.4 the declaration envelopes disallowed under sub-clauses 16.1.3 and 16.3; and
 - 18.1.2.5 any unused declaration envelopes;
 - 18.1.3 separate the signed declarations from the declaration envelopes;
 - 18.1.4 open the allowed declaration envelopes and take out the ballot papers;
 - 18.1.5 make up the signed declaration envelopes into separate parcels and ascertain the number of votes received by each candidate and the number of informal votes;
 - 18.1.6 set aside any rejected ballot papers;
 - 18.1.7 make up into separate parcels:
 - 18.1.7.1 the used ballot papers;
 - 18.1.7.2 any rejected ballot papers; and
 - 18.1.7.3 any unused ballot papers;

- 18.1.8 prepare and sign a certificate which may be signed by any of the scrutineers specifying the number of:
 - 18.1.8.1 votes received by each candidate; and
 - 18.1.8.2 ballot papers set aside as rejected;
- 18.1.9 make a statement on the outside of each parcel containing:
 - 18.1.9.1 a description of its contents;
 - 18.1.9.2 the name of the council and the regional grouping of councils;
 - 18.1.9.3 the date of the count; and
 - 18.1.9.4 enclose and properly fasten each parcel and sign the statement made under this sub-clause and permit any scrutineer to sign the statement.
- 18.2 As far as practicable, the Election Manager must ensure that the ballot paper is removed from a signed declaration envelope in a way that prevents any person from seeing how a delegate voted.
- 18.3 The Election Manager must, as soon as practicable, ascertain from the certificate prepared under sub-clause 18.1.8 the number of first preference votes given to each candidate.

19. Safe Custody of Ballot Materials

- 19.1 The Election Manager is, until such time as the election is declared, responsible for the safe custody of postal ballot envelopes and all documents and materials, including during the adjournment of any count of the vote, and must:
 - 19.1.1 keep a record of the ballot papers that have been printed; and
 - 19.1.2 reconcile that number with the number of ballot papers which have been issued, spoilt or unused
- 19.2 The Election Manager must:
 - 19.2.1 certify the record kept under sub-clause 19.1 as being true and correct; and
 - 19.2.2 submit the record and forward the ballot papers, declarations and declaration envelopes to the Association as soon as practicable after MAV Election Day.

Municipal Association of Victoria**Schedule 3****Regulation of proceedings of the State Council (Rule 19)****1. Meeting Procedure Generally**

- 1.1 Subject to the provisions in this Schedule the conduct of meetings of the State Council are at the discretion of the State Council.
- 1.2 The State Council may, from time to time, adopt Meeting Procedure Protocols which are to be observed by delegates.
- 1.3 A Meeting Procedure Protocol may provide for a meeting of the State Council to be held wholly in person, wholly by electronic means or partly in person and partly by electronic means.
- 1.4 Any Meeting Procedure Protocol adopted by the State Council must not be inconsistent with these Rules.

2. Confirmation of the Minutes

- 2.1 A copy of the minutes of the immediately preceding meeting of the State Council must be sent to the delegates at least one (1) business day before the meeting at which confirmation of the minutes is to be considered.
- 2.2 The minutes of any meeting are to be confirmed at the next following meeting of the State Council to which they relate and are to be the first business dealt with at that meeting.
- 2.3 If a copy of the minutes of the preceding meeting has not been delivered within the period specified in sub-clause 2.1, delegates will be permitted to read the minutes prior to the confirmation of such minutes.
- 2.4 No discussion will be permitted on the contents of the minutes except as to their accuracy as a record of proceedings.
- 2.5 When the minutes have been confirmed by the meeting they will be signed by the President (or, in the absence of the President, by a Deputy President).

3. Order of Business

The order of business at the meeting will be the order in which the business stands in the notice of the meeting, unless the delegates in attendance resolve to alter it.

4. Conduct at Meetings

- 4.1 Any delegate wishing to move a motion or amendment or take part in discussion on any matter will address the Chairperson and must not be interrupted unless called to order, at which point they must sit down until the delegate (if any) calling to order has been heard and the question of order disposed of. The delegate moving the motion or amendment or taking part in the discussion may, following this, proceed with the subject.
- 4.2 Any person in attendance at any meeting who is not a delegate may take part in discussion only at the discretion of the Chairperson but may not move a motion or amendment or vote on any matter.

5. Proposing Motions or Amendments

- 5.1 Any delegate wishing to propose an original motion or amendment must state the nature of the motion or amendment before they address the meeting.
- 5.2 No motion or amendment may be withdrawn except where leave of the meeting has been given.
- 5.3 No motion or amendment may be discussed or put to the vote unless it has been seconded.
- 5.4 A delegate moving a motion will be held to have spoken on the matter, but a delegate merely seconding a motion will not be held to have spoken to it.
- 5.5 If two or more delegates rise to speak at the same time, the Chairperson will decide who is entitled to priority.
- 5.6 No delegate may speak a second time on the same motion, unless entitled to reply or to ask a question of clarification or to give an explanation when they have been misrepresented or misunderstood.

6. Submission of Motions

If required by the Chairperson, all motions (whether original motions or amendments) will be put in writing, signed by the mover and delivered to the Chief Executive Officer immediately on their being moved or seconded.

7. Dealing with Amendments

- 7.1 No second or subsequent amendment (whether on an original proposition or on an amendment) will be taken into consideration until the previous amendment has been dealt with and finalised.
- 7.2 If any words of an original motion are rejected, the insertion of other proposed words will form the next motion, whereupon any further amendment to insert other words may be moved.
- 7.3 If an amendment is lost, then a second amendment may be moved to the motion to which the first amendment was moved, but only one amendment may be submitted to the meeting for discussion at a time.

8. Right of Reply

The mover of every original motion, but not of any amendment, will have a right of reply immediately after which the question will be put from the chair, except no delegate will be allowed to speak more than once on the same matter unless permission is given to explain or the attention of the Chairperson is called to a point of order.

9. Time Limits

- 9.1 The original mover of a motion will not speak for more than two (2) minutes and all other speakers will be allowed not more than two (2) minutes to speak on any motion or amendment. The original mover of the motion will have a right of reply of not more than one (1) minute.
- 9.2 Any speaker may be granted an extension of time for a further two (2) minutes upon a motion being moved, seconded and carried by the meeting, but no discussion will be allowed upon a motion to grant an extension of time.

10. Adjournment of Meeting

- 10.1 No discussion will be allowed on any motion for adjournment of the meeting.
- 10.2 If the motion for adjournment is lost, the subject then under consideration or the next subject on the business paper, or any other matter that may be allowed precedence, will be discussed before any subsequent motion for adjournment is made.

11. Enforcement of Schedule

A delegate may require the enforcement of any clause in this Schedule by directing the Chairperson's attention to any failure to observe it.

12. Points of Order and Delegate Conduct

- 12.1 If a delegate raises a point of order they must state the provision, rule or practice they rely upon.
- 12.2 When called upon to decide on points of order, the Chairperson will state the provision, rule or practice which the Chairperson deems applicable to the case without discussing or commenting on it, and the Chairperson's decision as to order in each case is final.
- 12.3 No delegate may digress from the subject matter of the question under discussion or comment on the words used by any other delegate in a previous debate, and all imputations of improper motives and all personal reflections on delegates will be deemed out of order.
- 12.4 Whenever any delegate makes use of disorderly expression or one which is capable of being applied offensively to any other delegate, the delegate so offending will be required by the Chairperson to withdraw the expression and to make an acceptable apology to the meeting.

13. Putting Questions To Vote

The Chairperson, in taking the sense of the meeting, will put the question before the meeting first in the affirmative, then in the negative, and the result of the vote will be recorded in the minutes.

14. Absence of a Quorum

If debate on any motion which has been moved or seconded is interrupted by the absence of a quorum, the debate may be resumed at the next meeting.

15. Suspension of Procedures

Any one or more of the clauses this Schedule may be suspended by resolution for a special purpose at any meeting.

Municipal Association of Victoria
Schedule 4
Nomination Form (Clause 1 of Schedule 2)

Nomination for election of President and Directors held on _____

I, the undersigned _____

being the delegate of _____

(insert name of council)

nominate _____

(insert full name of councillor who is to be the candidate)

as a candidate for election to the following office:

☐ President

☐ Director for the _____ region

(insert name of region)

(Mark with an 'X' the election for which the candidate is nominated)

Signature _____

And I, the above-named _____

(insert name in full)

consent to the nomination and declare that I am the appointed

delegate of _____

(insert name of council)

I acknowledge and agree that, if I am elected to hold the office for which I am nominated, my ability to hold the office and remain in such office is subject to my being able to demonstrate that I meet the Eligibility Criteria in accordance with the Fit and Proper Person Policy (as those terms are defined in MAV Rules 2022). I agree to provide information for such determination to be made at the times required in accordance with the Fit and Proper Person Policy. I also acknowledge and agree to notify the Chief Executive Officer or their delegate if at any time I no longer meet the applicable Eligibility Criteria.

Signature _____

NOTE: A separate nomination form must be completed and delivered to the Election Manager for each election for which a candidate is to be nominated.