

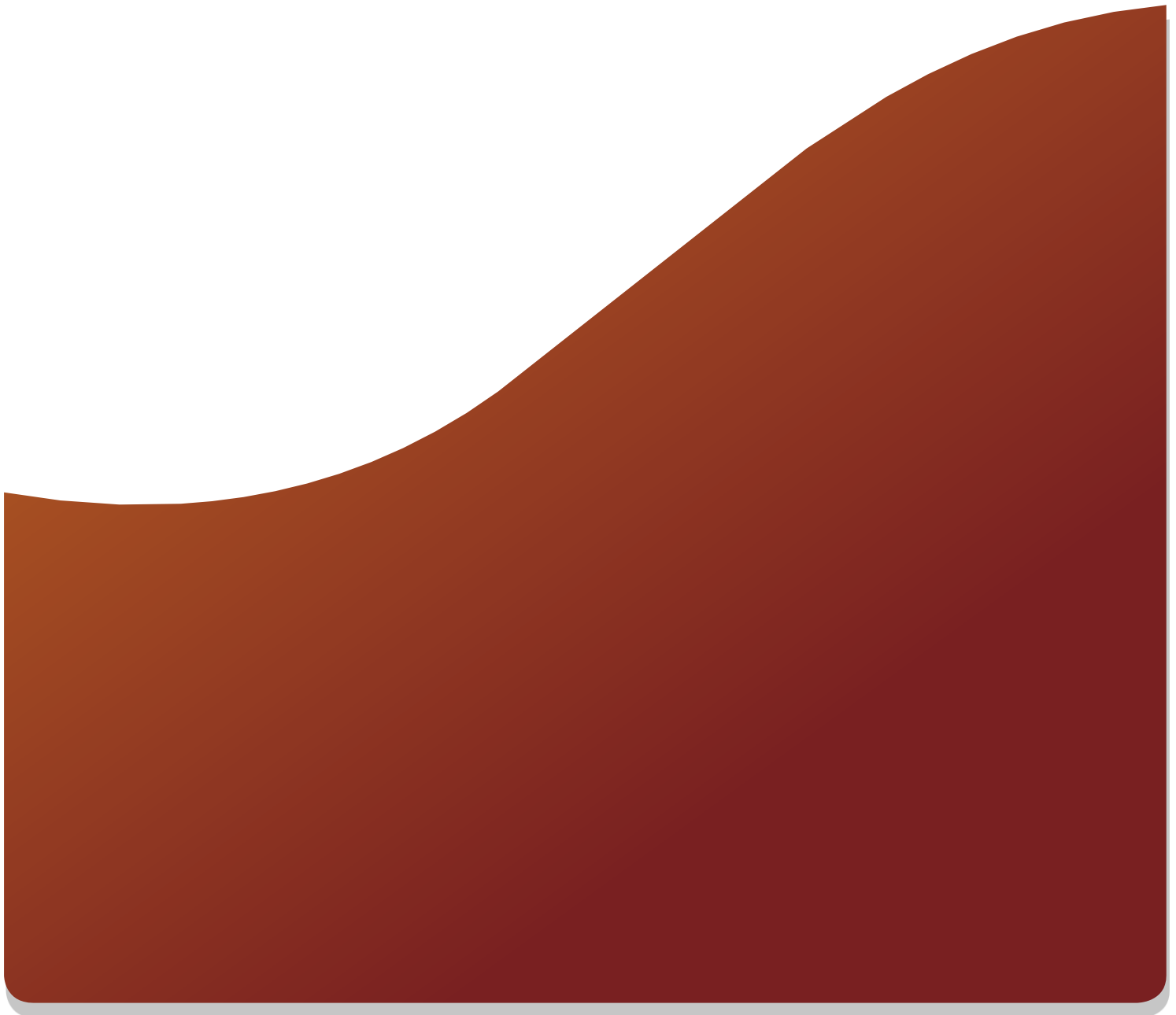
# Minutes

**Council Meeting**

**Wednesday 27 September 2023 at 7pm**

**Gisborne Administration Centre**

**40 Robertson Street, Gisborne**



**Order of business**

<b>1</b>	<b>Acknowledgement of Country.....</b>	<b>4</b>
<b>2</b>	<b>Recording of live streaming of this Council meeting.....</b>	<b>4</b>
<b>3</b>	<b>Present .....</b>	<b>4</b>
<b>4</b>	<b>Apologies .....</b>	<b>4</b>
<b>5</b>	<b>Conflicts of interest.....</b>	<b>4</b>
<b>6</b>	<b>Petitions .....</b>	<b>4</b>
	Nil	
<b>7</b>	<b>Deputations and presentations to Council .....</b>	<b>4</b>
7.1	Question provided by Emily Bannister .....	4
7.2	Question Provided by Lenka Thompson .....	5
<b>8</b>	<b>Adoption of minutes.....</b>	<b>6</b>
<b>9</b>	<b>Mayor's report .....</b>	<b>6</b>
9.1	Mayor's Report - August-September 2023.....	6
<b>10</b>	<b>Record of meetings of Councillors and Council staff .....</b>	<b>6</b>
10.1	Record of Meetings of Councillors and Council Staff - August-September 2023 .....	6
<b>11</b>	<b>Director Planning and Environment reports .....</b>	<b>7</b>
PE.1	Draft Climate Emergency Plan.....	7
PE.2	Barrm Birm Report on Ecological Assessment and Cultural Heritage Assessment .....	7
PE.3	Amendment to Delegation Framework Policy and Procedures.....	9
<b>12</b>	<b>Chief Executive Officer reports .....</b>	<b>10</b>
	Nil	
<b>13</b>	<b>Director Corporate reports .....</b>	<b>10</b>
COR.1	Sponsorship Policy .....	10
COR.2	Performance Statements for the year ended 30 June 2023 .....	11
COR.3	Financial Statements for the year ended 30 June 2023.....	12
COR.4	Contracts to be Awarded as at September 2023 .....	12
COR.5	Instrument of Appointment and Authorisation .....	13
COR.6	East Paddock, Hanging Rock - Proceeds from transfer.....	14
COR.7	Revised Budget 2023/24 .....	14
<b>14</b>	<b>Director Community reports.....</b>	<b>15</b>
COM.1	Maternal and Child Health - Service Funding .....	15
COM.2	Cultural Diversity and Inclusion Statement .....	16
COM.3	Municipal Early Years Plan 2021-2025: CREATE Update .....	16

---

COM.4 Small Project Grants.....	17
COM.5 Disability Action Plan .....	18
COM.6 Australia Day Grants and Community Award Nominations.....	18
COM.7 Municipal Public Health and Wellbeing Plan – annual update .....	19
<b>15 Director Assets and Operations reports .....</b>	<b>19</b>
AO.1 Ross Watt Reserve Master Plan.....	19
AO.2 CAPITAL WORKS MONITORING .....	20
<b>16 Notices of motion and rescission .....</b>	<b>21</b>
Nil	
<b>17 Urgent business .....</b>	<b>21</b>
Nil	
<b>18 Confidential reports .....</b>	<b>21</b>
Nil	

**1 ACKNOWLEDGEMENT OF COUNTRY**

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

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

**2 RECORDING OF LIVE STREAMING OF THIS COUNCIL MEETING**

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

**3 PRESENT**

Cr Annette Death (Mayor), Cr Jennifer Anderson (Deputy Mayor), Cr Dominic Bonanno, Cr Rob Guthrie, Cr Anne Moore, Cr Geoff Neil, Cr Mark Ridgeway, Cr Bill West

**IN ATTENDANCE**

Bernie O'Sullivan (Chief Executive Officer), Travis Harling (Acting Director Corporate), Rebecca Stockfeld (Director Planning and Environment), Shane Walden (Director Assets and Operations), Maria Weiss (Director Community), Patricia Clive (Coordinator Governance), Lucy Olson (Senior Governance Officer – Council Business)

**4 APOLOGIES**

Cr Janet Pearce

**5 CONFLICTS OF INTEREST**

Cr Neil declared a general conflict in relation to item AO.2 - C due to a being the treasurer of the Romsey Ecotherapy Park Committee.

**6 PETITIONS**

Nil

**7 DEPUTATIONS AND PRESENTATIONS TO COUNCIL****7.1 QUESTION PROVIDED BY EMILY BANNISTER****Question 1:**

*My first question is how do you intend to police that fireworks "are conducted on no more than four occasions in a year, and if a business/pyrotechnician is in breach of this what will be the ramifications to the business/pyrotech?"*

---

**Answer 1:**

Local Laws Officers will respond to reports of non-compliance with the Local Law and conduct investigations. Pyrotechnic displays require approvals via Worksafe so there are records that can be obtained to determine if the number of displays conducted breach the Local Law, and enforcement action can then be taken accordingly.

**Question 2:**

*My second question is, in response to Re; Fireworks (Possible Clause 38) found on page 76 of the attachment document is states " To assist council in deciding the best way to move forward we asked the community to select their preferred option" why was option 2 chosen (conditional allowance of fireworks without a permit) over option 4 (prohibition of fireworks) chosen as both polled at 24%?*

**Answer 2:**

While the majority of respondents supported regulation of fireworks on private land by Council, there was not clear majority in support for an outright ban. We believe the right balance has been captured, for the 1st time putting strict requirements in place for firework and pyrotechnic displays on private land through our new Local Law.

---

**7.2 QUESTION PROVIDED BY LENKA THOMPSON****Question 1:**

*Will Council fly the trans flag to mark Trans Day of Remembrance on 20 November 2023?*

**Answer 1:**

The annual flag schedule does not include raising the trans flag on the 20th of November to mark Transgender Day of Remembrance, instead, the façade of the Kyneton Town Hall will be illuminated in the colours of the trans flag to honor the memory of transgender people whose lives were lost in acts of anti-transgender violence.

**Question 2:**

*Will Council hold an event on Coming Out Day on 11 October 2023 in support of the local LGBTQIA+ community?*

**Answer 2:**

In support of the proposed state-wide day of LGBTQIA+ youth events on National Coming Out Day on the 11th of October 2023, Council will deliver the following initiatives:

- The Kyneton Town Hall will be illuminated in the colours of the Pride Flag; and
  - Artwork created by LGBTQIA+ young people will be projected on the Kyneton Mechanics Institute. The artwork has been produced by local LGBTQIA+ young people as a public and visible affirmation for LGBTQIA+ community members for display on relevant recognition days. This is consistent with Council's work in affirming and supporting the voice and participation of LGBTQIA+ people in the community.
-

---

**8 ADOPTION OF MINUTES****Resolution 2023/109**

Moved: Cr Jennifer Anderson

Seconded: Cr Mark Ridgeway

That the minutes of Ordinary Meeting of the Macedon Ranges Shire Council held on Wednesday 23 August 2023 and the Submitters Delegated Committee meeting held on Wednesday 20 September 2023 as circulated be confirmed.

**CARRIED**

---

**9 MAYOR'S REPORT****9.1 MAYOR'S REPORT - AUGUST-SEPTEMBER 2023****Resolution 2023/110**

Moved: Cr Jennifer Anderson

Seconded: Cr Rob Guthrie

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

**CARRIED**

---

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

<b>10.1</b>	<b>RECORD OF MEETINGS OF COUNCILLORS AND COUNCIL STAFF - AUGUST-SEPTEMBER 2023</b>
-------------	--

**Summary**

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

**Resolution 2023/111**

Moved: Cr Rob Guthrie

Seconded: Cr Anne Moore

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

**CARRIED**

---

---

**11 DIRECTOR PLANNING AND ENVIRONMENT REPORTS****PE.1 DRAFT CLIMATE EMERGENCY PLAN****Summary**

The draft Climate Emergency Plan (Attachment 1) will guide the work of all parts of Council in response to climate change, and provide inspiration and opportunity for everyone across the community to take action.

Collaboratively developed over the past six months, the draft Climate Emergency Plan includes a total of 56 actions, across the six themes of Nurturing Nature, Climate Ready Communities, Post Fossil Fuels, Health and Wellbeing, Waste and the Circular Economy, and Adaptation and Emergency Response.

This report presents the draft Climate Emergency Plan to be endorsed for consultation.

**Resolution 2023/112**

Moved: Cr Jennifer Anderson

Seconded: Cr Mark Ridgeway

**That Council endorses the release of the draft Climate Emergency Plan for community consultation for a period of four weeks.**

**CARRIED**

---

**PE.2 BARRM BIRRM REPORT ON ECOLOGICAL ASSESSMENT AND CULTURAL HERITAGE ASSESSMENT****Summary**

This report responds to the Notice of Motion resolved at the 28 June 2023 Scheduled Council Meeting that requested staff to prepare a report to be presented to Council to provide a progress update on actions that Council supported for the ongoing management of the Barrm Birrm area.

**Recommendation****That Council:**

- 1. Continues actions related to the transfer of land into public ownership via the 'gift back' program, ongoing liaison with new and prospective landholders, Riddells Creek Landcare and relevant agencies, and ongoing management of impacts related to public access and weeds.**
  - 2. Provides a copy of the Barrm Birrm cultural heritage and ecological assessment reports to the State Government as part of the ongoing advocacy for the State's purchase of the privately owned lots in Barrm Birrm.**
-

3. Supports the inclusion in a future errors and anomalies planning scheme amendment, expected to be progressed in 2024, of the rezoning of Council owned lots in Barrm Birrm to the Public Conservation and Resource Zone.
4. Notes that a business case will be prepared for 2024/2025 Council budget consideration for the installation of interpretive signage and information of the cultural and ecological values of the site at key entrance points in collaboration with Riddells Creek Landcare.
5. Continues to liaise with CFA, Council's Fire Prevention Officers and Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation to consider fire mitigation strategies including cultural burns and woody weed control.

---

Cr Jennifer Anderson moved an alternative motion.

---

#### Alternative motion

Moved: Cr Jennifer Anderson  
Seconded: Cr Geoff Neil

#### That Council:

1. Continues actions related to the transfer of land into public ownership via the 'gift back' program, ongoing liaison with new and prospective landholders, Riddells Creek Landcare and relevant agencies, and ongoing management of impacts related to public access and weeds.
2. Provides a copy of the Barrm Birrm cultural heritage and ecological assessment reports to the State Government as part of the ongoing advocacy for the State's purchase of the privately owned lots in Barrm Birrm.
3. Supports the inclusion in a future errors and anomalies planning scheme amendment, expected to be progressed in 2024, of the rezoning of Council owned lots in Barrm Birrm to the Public Conservation and Resource Zone.
4. Notes that a business case will be prepared for 2024/2025 Council budget consideration for the installation of interpretive signage and information of the cultural and ecological values of the site at key entrance points in collaboration with Riddells Creek Landcare.
5. Continues to liaise with CFA, Council's Fire Prevention Officers and Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation to consider fire mitigation strategies including cultural burns and woody weed control.
6. Investigates the best means of providing ongoing funding to support the continued management of Barrm Birrm and conservation of its environmental values, including as part of the review of Council's financial reserves policy.

---

**Procedural note:** Cr Moore proposed an amendment to the wording of point 6 of the motion to "6. Investigates the best means of providing ongoing funding to support the continued management of Barrm Birrm and conservation of its environmental values, including **this** as part of the review of Council's financial reserves policy."

---

**Procedural note:** Cr Anderson proposed an amendment to the wording of point 6 of the motion to "6. Investigates the best means of providing ongoing funding to support the continued management of Barrm Birrm and conservation of its environmental values, including **but not limited to** as part of the review of Council's financial reserves policy."

---



---

Cr Neil as the seconder of the motion accepted Cr Anderson's amendment.

---

**Resolution 2023/113**

Moved: Cr Jennifer Anderson

Seconded: Cr Geoff Neil

**That Council:**

1. Continues actions related to the transfer of land into public ownership via the 'gift back' program, ongoing liaison with new and prospective landholders, Riddells Creek Landcare and relevant agencies, and ongoing management of impacts related to public access and weeds.
2. Provides a copy of the Barrm Birrm cultural heritage and ecological assessment reports to the State Government as part of the ongoing advocacy for the State's purchase of the privately owned lots in Barrm Birrm.
3. Supports the inclusion in a future errors and anomalies planning scheme amendment, expected to be progressed in 2024, of the rezoning of Council owned lots in Barrm Birrm to the Public Conservation and Resource Zone.
4. Notes that a business case will be prepared for 2024/2025 Council budget consideration for the installation of interpretive signage and information of the cultural and ecological values of the site at key entrance points in collaboration with Riddells Creek Landcare.
5. Continues to liaise with CFA, Council's Fire Prevention Officers and Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation to consider fire mitigation strategies including cultural burns and woody weed control.
6. Investigates the best means of providing ongoing funding to support the continued management of Barrm Birrm and conservation of its environmental values, including but not limited to as part of the review of Council's financial reserves policy.

**CARRIED**

---

**PE.3 AMENDMENT TO DELEGATION FRAMEWORK POLICY AND PROCEDURES****Summary**

It is important that decision making in Statutory Planning is transparent and open. The current Delegation Framework Policies and Procedures can be amended to make a small change to increase the transparency of the planning permit call-in procedure.

The time for planning permit call-ins can also be amended to make the times consistent.

---

**Resolution 2023/114**

Moved: Cr Jennifer Anderson

Seconded: Cr Rob Guthrie

---

**That Council****1. Amend the Delegation Policy, Framework and Procedures to:**

- (a) delete the requirement for the Planning Application list to include the *Officer Recommendation for the proposal*;
- (b) amend the time a Councillor has the capacity to call-in an application, in writing, to a briefing if seconded by another Councillor from 4pm the following Tuesday to 5pm the following Tuesday;
- (c) amend the time following Councillors being briefed on an application to call-in an application to the Planning Delegated Committee from 5pm on the Friday of the week that the Briefing occurred to 5pm on the Thursday of the week that the Briefing occurred.

In Favour: Crs Annette Death, Jennifer Anderson, Dominic Bonanno, Rob Guthrie and Anne Moore

Against: Crs Geoff Neil, Mark Ridgeway and Bill West

**CARRIED 5/3**

---

**12 CHIEF EXECUTIVE OFFICER REPORTS**

Nil

**13 DIRECTOR CORPORATE REPORTS****COR.1 SPONSORSHIP POLICY****Summary**

The following draft Sponsorship Policy has been developed and is presented for consideration by Council to address the need for a formal position and guidance on how Council establishes and manages sponsorships of mutual benefit between Council and external organisations.

**Resolution 2023/115**

Moved: Cr Rob Guthrie

Seconded: Cr Mark Ridgeway

**That Council adopts the Draft Sponsorship Policy as attached to the agenda of this meeting, effective from 28 September 2023.**

**CARRIED**

---

**COR.2 PERFORMANCE STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023****Summary**

The Performance Statement has been prepared in accordance with the *Local Government Act 2020* (the Act) and the Local Government (Finance and Reporting) Regulations 2020 (the regulations).

The Performance Statement was audited by the Victorian Auditor-General's Office (VAGO) and considered by the Audit and Risk Committee at its meeting on 20 September 2023. Prior to finalising the Performance Statement with VAGO for final approval, the Performance Statement must be given in principle support by Council.

Once the Performance Statement has been audited by VAGO has been finalised, it must be certified in its final form by two Councillors, the Chief Executive Officer and Principal Accounting Officer.

**Resolution 2023/116**

Moved: Cr Mark Ridgeway  
Seconded: Cr Geoff Neil

**That Council:**

1. **Approves 'in principle' the Performance Statement for the year ended 30 June 2023, on the recommendation of the Audit and Risk Committee.**
2. **Delegates authorisation to certify the Performance Statement to the nominated Councillor members of the Audit and Risk Committee.**
3. **Endorses the Performance Statement be included in the Annual Report upon certification.**

**CARRIED**

---

**COR.3 FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023****Summary**

The annual financial statements (the Statements) for the year ended 30 June 2023 are attached for Council's consideration and 'in principle' approval.

The Statements comply with the Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board (AASB), the *Local Government Act 2020*, and the *Local Government (Planning and Reporting) Regulations 2020*.

The Statements are audited by the Victorian Auditor-General's Office.

Council's Audit and Risk Committee considered the financial statements at its meeting on 20 September 2023.

Prior to submitting the statements to the Victorian Auditor-General's Office for final approval, the *Local Government Act 2020* requires Council to pass a resolution giving its approval in principle.

**Resolution 2023/117**

Moved: Cr Anne Moore

Seconded: Cr Geoff Neil

**That Council:**

1. Approves 'in principle' the Financial Statements for the year ended 30 June 2023, on the recommendation of the Audit and Risk Committee.
  2. Delegates authorisation to certify the Financial Statements to its Councillor members of the Audit and Risk Committee.
  3. Endorses the Financial Statements be included in the Annual Report upon certification.
- 

**CARRIED**

---

**COR.4 CONTRACTS TO BE AWARDED AS AT SEPTEMBER 2023****Summary**

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

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

**Resolution 2023/118**

Moved: Cr Jennifer Anderson

Seconded: Cr Dominic Bonanno

---

**That Council:**

1. **Notes that the following contracts will be awarded by Council officers under delegated authority:**
  - (a) **C2024-46 Bridge Safety Works Ross Street Malmsbury**
2. **Grants delegated authority to the Chief Executive Officer to award the following contracts:**
  - (a) **C2024-47 Supply Panel Heritage Architect Services**
  - (b) **C2024-48 Supply Panel Consultancy Services**

**CARRIED**

---

**COR.5 INSTRUMENT OF APPOINTMENT AND AUTHORISATION****Summary**

This report seeks Council's approval to appoint authorised officers under the *Planning and Environment Act 1987* (the Act) by an Instrument of Appointment and Authorisation. Under the Act only Council, by a resolution, can appoint authorised officers who must be employees of Council. In addition, Council is required to revoke any appointments for authorised officers who are no longer employees of Council.

An Instrument of Appointment and Authorisation is required for staff who have recently commenced with Council and existing staff whose Instrument has not been reviewed and updated for some time. In addition, several Instruments are required to be revoked as the authorised officer no longer works for Council or has moved to a position that does not require an Instrument.

**Resolution 2023/119**

Moved: Cr Rob Guthrie  
Seconded: Cr Mark Ridgeway

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

1. **the Instrument of Appointment and Authorisation for the officers outlined in the table in Attachment 1 be revoked;**
2. **Council Officers named in the Instruments of Appointment and Authorisation provided at Attachment 2 be appointed and authorised:**
3. **any previous Instruments issued to the officers in Attachment 2 by Council are revoked;**
4. **the Instruments of Appointment and Authorisation come into force upon signing and remain in force until Council determines to vary or revoke these; and**
5. **the Instruments of Appointment and Authorisation at Attachment 2 be signed.**

**CARRIED**

---

**COR.6 EAST PADDOCK, HANGING ROCK - PROCEEDS FROM TRANSFER****Summary**

This report provides information to Council in regards to a recommended approach for the proceeds received by Council as part of the transfer of the 139 South Road, Newham referred to as the East Paddock, Hanging Rock to the Victorian State Government.

**Resolution 2023/120**

Moved: Cr Geoff Neil

Seconded: Cr Bill West

**That Council:**

1. Invests the funds from the proceeds of sale of Hanging Rock East Paddock in an interest-bearing account, with any interest received returned to the account; and
  2. Holds the funds, and any returns, until such time that Council resolves to direct them in accordance with the conditions outlined in the 25 May 2022 resolution.
- 

**CARRIED**

---

**COR.7 REVISED BUDGET 2023/24****Summary**

Council at its meeting on 28 June 2023 adopted the draft Budget 2023/24 which was prepared consistent with the requirements of Section 94 of the *Local Government Act* 2020 (Vic) following community engagement and consultation in accordance with Council's policy and the *Local Government Act* 1989 (Vic).

During a recent review, Council officers identified that the rate of the Municipal Charge levied as part of Council rates for the 2023/24 financial year was higher than required. As a result, an adjustment is required to this charge, with a credit applied to impacted rateable properties. To allow an adjustment to be made to the previously declared rates and charges, Council is required to prepare a revised budget under Section 95(1)(a) of the *Local Government Act* 2020.

The purpose of this report is to adopt the proposed Revised Budget for the 2023/24 financial year, including an adjustment to the declared Municipal Charge and the related income stated in the Budget. No other adjustments are required compared with the Budget adopted on 28 June 2023.

**Resolution 2023/121**

Moved: Cr Rob Guthrie

Seconded: Cr Jennifer Anderson

**That Council**

---

1. **Adopts a Revised Budget 2023/24 as attached to this report in accordance with Section 95(1)(a) of the *Local Government Act 2020*, with adjustments to the charges declared at its meeting on 28 June 2023 as follows:**
  - (i) **Reduce the Municipal Charge from \$212 to \$189 per rateable property for the 2023/24 financial year.**
2. **Notes that a credit of \$23 will be provided per rateable property as a result of the reduction in the 2023/24 Municipal Charge.**
3. **Gives public notice of its decision to adopt a revised Budget 2023/24 and that the revised Budget 2023/24 be made available to the public on Council's website and at Council offices and service centres.**

**CARRIED**

---

## 14 DIRECTOR COMMUNITY REPORTS

### COM.1 MATERNAL AND CHILD HEALTH - SERVICE FUNDING

#### Summary

This report seeks Council's support to advocate to the Department of Health (DH) through the Municipal Association of Victoria (MAV) for improved funding for its Maternal and Child Health (MCH) service.

Under an agreement between the DH and MAV (on behalf of Council), the Universal MCH service should be funded on a 50:50 basis between Council and the Victorian Government, however Council has been contributing up to 63% over recent years.

#### Resolution 2023/122

Moved: Cr Jennifer Anderson

Seconded: Cr Rob Guthrie

#### That Council:

1. **Collaborates with neighbouring councils in developing a joint Maternal and Child Health services advocacy plan;**
2. **Advocates, via the Municipal Association of Victoria, to the Victorian Government for true Maternal and Child Health Service funding parity, including responsive and flexible funding to support surges in births; and**
3. **Advocates to the Victorian Government to adequately fund Breastfeeding Support within the Maternal and Child Health Service, in order to address local community need.**

**CARRIED**

**COM.2 CULTURAL DIVERSITY AND INCLUSION STATEMENT****Summary**

The Cultural Diversity and Inclusion Statement (attached) has been developed in consultation with internal and external stakeholders, community groups and agencies. The statement was informed by reviewing Council's actions as a signatory to Refugee Welcome Zones and recent community events held for Cultural Diversity Week and Refugee Week.

**Resolution 2023/123**

Moved: Cr Mark Ridgeway

Seconded: Cr Jennifer Anderson

**That Council adopts the Draft Cultural Diversity and Inclusion Statement.**

**CARRIED**

---

**COM.3 MUNICIPAL EARLY YEARS PLAN 2021-2025: CREATE UPDATE****Summary**

This report provides Council with an update on progression against actions in the Municipal Early Years Plan 2021-2025: CREATE.

**Resolution 2023/124**

Moved: Cr Geoff Neil

Seconded: Cr Anne Moore

**That Council notes the actions progressed to date against the Municipal Early Years Plan 2021-2025: CREATE.**

**CARRIED**

---



**COM.4 SMALL PROJECT GRANTS****Summary**

The Small Project Grants program supports projects and initiatives that:

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

Council's Small Project Grants budget for 2023-24 is \$30,000 and not-for-profit groups can apply for a maximum of \$3,000 per application.

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

Six applications have been received, seeking a total of \$15,131.50 in funding. The applications have been evaluated against the eligibility criteria and are deemed to be eligible.

**Resolution 2023/125**

Moved: Cr Mark Ridgeway

Seconded: Cr Jennifer Anderson

**That Council:**

1. Approves the awarding of a \$1,750.00 Small Project Grant to Kyneton Agricultural Society, for their Volunteer Hub project;
2. Approves the awarding of a \$2,458.50 Small Project Grant to Macedon Ranges Bowling Club, for their Safety Handrails project;
3. Approves the awarding of a \$3,000.00 Small Project Grant to Kyneton and Districts Toy Library, for their relocation project;
4. Approves the awarding of a \$1,923.00 Small Project Grant to Kerrie Hall, for their improve facilities project;
5. Approves the awarding of a \$3,000.00 Small Project Grant to Kyneton Backyard Growers for their Logo and material project; and
6. Approves the awarding of a \$3,000.00 Small Project Grant to Malmsbury Mail for their Malmsbury Mail website project.

**CARRIED**

---

**COM.5 DISABILITY ACTION PLAN****Summary**

Following a four-week period of public consultation, this report recommends that Council adopt the updated Disability Action Plan 2023/24.

**Resolution 2023/126**

Moved: Cr Anne Moore  
Seconded: Cr Jennifer Anderson

**That Council:**

1. **Adopts the Draft Disability Action Plan 2023/24, revoking all previous versions; and**
2. **Notes that an easy read version of the plan will be developed and made available to the community.**

**CARRIED**

---

**COM.6 AUSTRALIA DAY GRANTS AND COMMUNITY AWARD NOMINATIONS****Summary**

This report seeks Council's support to open applications for the 2024 Australia Day Grants and nominations for the 2024 Community Awards.

**Resolution 2023/127**

Moved: Cr Mark Ridgeway  
Seconded: Cr Rob Guthrie

**That Council:**

1. **Supports the commencement of the Community Awards and Australia Day Grants processes for 2024;**
2. **Approves the attached Community Awards Nomination Guide 2024 and Australia Day Grants Guidelines 2024;**
3. **Notes that as resolved in September 2022, the 2024 Community Award categories will be: Citizen of the Year Award; Connecting Communities Award; Healthy Environment and People Award; and Business and Tourism Award; and**
4. **Notes that as resolved in September 2022, the determination of the Australia Day Grants has been delegated to the Chief Executive Officer.**

**CARRIED**

---

**COM.7 MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN – ANNUAL UPDATE****Summary**

This report provides Council with an update on the progress of Municipal Public Health and Wellbeing Plan 2021-2025 Year two (2022/23) actions, and presents draft Year three (2023/24) actions for approval.

**Resolution 2023/128**

Moved: Cr Mark Ridgeway

Seconded: Cr Geoff Neil

**That Council:**

1. **Notes the Municipal Public Health and Wellbeing Plan 2021-2025 - Annual Report - Year two (2022/23), as attached; and**
2. **Approves the Municipal Public Health and Wellbeing Plan 2021-2025 - Year three (2023/24) action plan.**

**CARRIED**

---

**15 DIRECTOR ASSETS AND OPERATIONS REPORTS****AO.1 ROSS WATT RESERVE MASTER PLAN****Summary**

This report presents the Ross Watt Reserve Master Plan (Attachment 1) for Council consideration and adoption.

The draft *Ross Watt Reserve Master Plan (2023)* (the Master Plan) has completed the community consultation stage, with feedback considered and incorporated into the final version where appropriate.

**Resolution 2023/129**

Moved: Cr Rob Guthrie

Seconded: Cr Dominic Bonanno

**That Council adopts the Draft Ross Watt Reserve Master Plan (2023) effective from 27 September 2023.**

---

In Favour: Crs Annette Death, Jennifer Anderson, Dominic Bonanno, Rob Guthrie, Geoff Neil, Mark Ridgeway and Bill West

Against: Cr Anne Moore

**CARRIED 7/1**

---

---

**AO.2 CAPITAL WORKS MONITORING**

Having previously declared a conflict of interest in relation to this item, Cr Neil left the meeting. At 8:47 pm, Cr Geoff Neil left the meeting.

---

**Summary**

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

**Resolution 2023/130**

Moved: Cr Rob Guthrie

Seconded: Cr Dominic Bonanno

**That Council:**

1. **Adopts the following changes to the Financial Year 2023/24 budget relating to the following infrastructure projects:**
    - (a) **101114 Lancefield Kindergarten and MCH – Additional Inclusions: Provide additional budget of \$153,022.37;**
    - (b) **100140 Macedon Kindergarten Toilet Upgrade – Provide additional budget of \$32,000.00;**
    - (c) **100322 Romsey Kindergarten Veranda Upgrade – Note reduction in the budget (pending grant) to \$116,720.00;**
    - (d) **100660 Riddells Creek Kindergarten Playground Design & Shade Sail Replacement – Provide approval to increase budget (pending grant) to \$94,209.00;**
    - (e) **100665 Swinburne Avenue Kindergarten Landscape and Multiplay Equipment – Provide approval to increase budget (pending grant) to \$127,520.00;**
    - (f) **100998 Kyneton Sport and Aquatic Centre Gas Boiler Replacement – Return \$11,812.00 to the consolidated capital works program budget as the project has been completed with unspent contingency;**
    - (g) **100327 Romsey MCH Alterations – Cancel project due to quotes exceeding budget, returning \$82,620.00 to the Community Infrastructure Reserve;**
    - (h) **101106 Malmsbury Cricket Club – Note inclusion in capital works program;**
    - (i) **101104 Woodend Bowls Club Flood Repairs – Note inclusion in capital works program;**
    - (j) **101105 Darraweit Guim Tennis Club Flood Repairs – Note inclusion in capital works program;**
    - (k) **101107 Romsey Golf Club Shed (fire replacement) – Provide additional budget of \$15,000.00;**
-

- (l) 101103 Gisborne Botanic Gardens footbridge – Note inclusion in capital works program;
- (m) 101102 Kyneton Viewing Platform – Note inclusion in capital works program;
- (n) 101108 Kyneton Heritage Windmill Bridge – Note inclusion in capital works program; and
- (o) Romsey Ecotherapy Park (Stage 3) – Provide additional budget of \$204,000.00.

2. Notes that recommendation 1 (above) results in deficit of \$5,918.37 to the financial year 2023-2024 Capital Works budget.

**CARRIED**

---

At 8:50 pm, Cr Geoff Neil returned to the meeting.

---

**16 NOTICES OF MOTION AND RESCISSION**

Nil

**17 URGENT BUSINESS**

Nil

**18 CONFIDENTIAL REPORTS**

Nil

**The meeting closed at 8:50pm.**

**The minutes of this meeting will be confirmed at the Council Meeting held on 25 October 2023.**