

Minutes

Council Meeting
Wednesday 24 July 2024 at 7pm
Gisborne Administration Centre
40 Robertson Street, Gisborne

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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, 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.

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 Janet Pearce (Deputy Mayor), Cr Jennifer Anderson, Cr Dominic Bonanno, Cr Rob Guthrie, Cr Geoff Neil, Cr Mark Ridgeway, Cr Christine Walker, Cr Bill West

IN ATTENDANCE

Bernie O'Sullivan (Chief Executive Officer), Adele Drago-Stevens (Director Corporate), Rebecca Stockfeld (Director Planning and Environment), Shane Walden (Director Assets and Operations), Maria Weiss (Director Community), Lucy Olson (Senior Governance Officer - Council Business), Cindy Stevens (Business Support Officer), Vinitha Pinto (Chair of the Audit and Risk Committee)

4 APOLOGIES

Nil

5 CONFLICTS OF INTEREST

Cr Bonanno declared a general conflict in relation to item COM.2 due to an association with the Gisborne Giants Football and Netball Club.

6 PETITIONS

Nil

7 DEPUTATIONS AND PRESENTATIONS TO COUNCIL

Vinitha Pinto - Chair of the Audit and Risk Committee, presented the Audit and Risk Committee's Biannual Report – June 2024 to Council.

7.1 PUBLIC QUESTION - KRISTY MUTSAERS

Questions

The table presented in AO.3 Capital Works Monitoring includes additional funding for 100318 Macedon Ranges Sports Precinct, specifically \$25k for "Futsal goal provision".

Q1) Does the provisioning allow for any works required to ensure the goals can be securely attached to the courts?

Q2) For the purpose of employee safety, trolleys will be needed to move the goals on and off the court; does the \$25k provisioning allow for this?

Answers

The budgeted amount of \$25k will fund the procurement of 6 goals and includes:

- (1) 3 sets (six in total) of folding indoor Futsal Goals 3100mm wide by 2050mm high,
- (2) Sets of wheels for each goals to move them when in the set up position,
- (3) Holding Down Plates that firmly secure the goals to the floor, and
- (4) Goal safety padding for the uprights and top rails.

The budget also includes the full installation of the goals, including the routing of the floors to fit the holding down plates.

8 ADOPTION OF MINUTES

Recommendation

That Council:

- 1. Confirms the minutes of the Scheduled Council Meeting of Macedon Ranges Shire Council held on 26 June 2024, as circulated with an amendment to the minute numbers to commence at 2024/62 and end at 2024/87.**
 - 2. Reconfirms the minutes of the Scheduled Council Meeting of Macedon Ranges Shire Council held on 22 May 2024 with an amendment to the minute numbers to commence at 2024/49 and end at 2024/61.**
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Procedural note: Cr Jennifer Anderson moved an amended officer recommendation.

Resolution 2024/88

Moved: Cr Jennifer Anderson

Seconded: Cr Mark Ridgeway

That Council:

- 1. Confirms the minutes of the Scheduled Council Meeting of Macedon Ranges Shire Council held on 26 June 2024, as circulated with an amendment to the resolution numbers to commence at 2024/62 and end at 2024/87.**
- 2. Reconfirms the minutes of the Scheduled Council Meeting of Macedon Ranges Shire Council held on 22 May 2024 with an amendment to the resolution numbers to commence at 2024/49 and end at 2024/61.**

CARRIED

MOTION**Resolution 2024/89**

Moved: Cr Mark Ridgeway
Seconded: Cr Jennifer Anderson

That the item on the the agenda at COM.1 be promoted within the agenda to be considered after item 10.1 on the agenda.

CARRIED**9 MAYOR'S REPORT****9.1 MAYOR'S REPORT - JUNE-JULY 2024****Resolution 2024/90**

Moved: Cr Rob Guthrie
Seconded: Cr Jennifer Anderson

That Council receives and notes the Mayor's report.

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

10.1	RECORD OF MEETINGS OF COUNCILLORS AND COUNCIL STAFF - JUNE-JULY 2024
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Summary

Rule 66 of Council's Governance Rules requires a written record of matters discussed at specified meetings of Councillors and Council staff to be reported to the next practicable scheduled Council Meeting and recorded in the minutes of that meeting. This report provides a summary of meetings of Councillors and Council staff held since the last Council Meeting.

Resolution 2024/91

Moved: Cr Janet Pearce
Seconded: Cr Bill West

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

CARRIED

COM.1 GAMBLING HARM PREVENTION POLICY**Summary**

At the Scheduled Council Meeting on 28 February 2024, Council endorsed the release of the draft Gambling Harm Prevention Policy for public consultation. This report provides an overview of feedback received (including legal advice) and its implications for the policy. The report additionally recommends changes to the draft policy in response to feedback received from the community. The background paper has been updated in response to legal advice.

Recommendation

That Council adopts the Gambling Harm Prevention Policy and revokes the previously adopted Electronic Gaming Machine (Pokies) Community Policy as of Thursday 25 July 2024.

Procedural note: Cr Mark Ridgeway moved an alternative motion.

Resolution 2024/92

Moved: Cr Mark Ridgeway

Seconded: Cr Janet Pearce

That Council defers the Gambling Harm Prevention Policy report to the 28 August 2024 Scheduled Council Meeting.

CARRIED

11 DIRECTOR PLANNING AND ENVIRONMENT REPORTS**PE.1 DRAFT GISBORNE FUTURES STRUCTURE PLAN FOR ADOPTION****Summary**

This report presents the final draft Gisborne Futures Structure Plan for adoption. The Gisborne Futures Structure Plan will replace the current Gisborne Outline Development Plan and will guide growth and development of Gisborne until 2050. The Gisborne Futures Structure Plan will determine the protected settlement boundary for the town as required under the Macedon Ranges Statement of Planning Policy.

The report identifies the changes made to the final draft Gisborne Futures Structure Plan in response to the community and stakeholder submissions. The report also recommends that following the adoption of the Gisborne Futures Structure Plan, that Council writes to the Minister for Planning to implement the protected settlement boundary included in the Gisborne Futures Structure Plan.

Resolution 2024/93

Moved: Cr Christine Walker

Seconded: Cr Dominic Bonanno

That Council:

1. **Adopts the draft Gisborne Futures Structure Plan - July 2024 included as Attachment 1 to item PE.1, subject to the following change:**
 - (a) **The western edge of Precinct Four (Ferrier Road West) to be revised to show future growth in this area is subject to further visual assessment to maintain corridors with significant sequences of views along the Calder Freeway.**
2. **Writes to the Minister for Planning to request that an amendment be prepared under section 46AZA(1) of the *Planning and Environment Act 1987* to amend the Macedon Ranges Statement of Planning Policy, 2019, to insert a protected settlement boundary for Gisborne, and any consequential amendment to the Macedon Ranges Planning Scheme in order to insert this protected settlement boundary.**
3. **Requests the Minister for Planning undertake community consultation to inform a decision on Recommendation Two.**
4. **Notifies all submitters regarding this resolution and thank them for their feedback and participation.**

In Favour: Crs Annette Death, Janet Pearce, Jennifer Anderson, Dominic Bonanno, Geoff Neil, Mark Ridgeway, Christine Walker and Bill West

Against: Cr Rob Guthrie

CARRIED 8/1

PE.2 2024 MACEDON RANGES EVENTS AND FESTIVALS GRANT PROGRAM

Summary

The Macedon Ranges Events and Festivals Grant Program provides support to events that deliver social and economic benefit to the community.

This report details the application evaluation process, in accordance with the Events and Festivals Grant Program guidelines, and lists the projects recommended for funding and in-kind support in 2024/25.

Resolution 2024/94

Moved: Cr Janet Pearce

Seconded: Cr Geoff Neil

That Council:

1. **Endorses the funding recommendations listed in Attachment 1; and**
2. **Notifies all applicants in writing of their grant application outcome and provide the opportunity to receive feedback.**

CARRIED

PE.3 COMMUNITY CLIMATE ACTION AND ENVIRONMENT GROUP SUPPORT GRANTS GUIDELINES 2024/25**Summary**

This report seeks Council adoption of the attached Draft Community Climate Action and Draft Environment Group Support Grants Guidelines 2024/25 and the Draft Terms of Reference for the Assessment Panel of both grant programs.

Resolution 2024/95

Moved: Cr Mark Ridgeway
Seconded: Cr Jennifer Anderson

That Council:

- 1. Adopts the Draft Community Climate Action Grants Guidelines 2024/25.**
- 2. Adopts the Draft Environment Group Support Grants Guidelines 2024/25.**
- 3. Adopts the Draft Terms of Reference - Environment Group Support and Community Climate Action Grants - Assessment Panels**

CARRIED

12 CHIEF EXECUTIVE OFFICER REPORTS**CX.1 COMMUNITY SATISFACTION SURVEY RESULT 2024****Summary**

This report seeks to update Council on the results of the 2024 Community Satisfaction Survey and to provide a summary of key areas of focus for Council to enhance the perceptions of the community. The full results will be made available on our website for the community to access.

Resolution 2024/96

Moved: Cr Jennifer Anderson
Seconded: Cr Christine Walker

That Council notes the findings of the 2024 Community Satisfaction Survey.

CARRIED

13 DIRECTOR CORPORATE REPORTS**COR.1 RESPONSE TO PETITION - PUBLIC LAND ACQUISITION - 18 KILMORE ROAD, GISBORNE****Summary**

This report is provided to Council in response to a petition received from the community requesting Council to acquire the property known as 18 Kilmore Road, Gisborne.

Resolution 2024/97

Moved: Cr Rob Guthrie
Seconded: Cr Jennifer Anderson

That Council:

- 1. Resolves to not acquire 18 Kilmore Road, Gisborne; and**
- 2. Writes to the lead petitioner thanking them for their petition, advising of the decision of Council.**

CARRIED**COR.2 INSTRUMENTS 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 two officers who have recently commenced with Council.

Resolution 2024/98

Moved: Cr Mark Ridgeway
Seconded: Cr Christine Walker

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

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

CARRIED

COR.3 AUDIT AND RISK COMMITTEE BIENNIAL REPORT - JUNE 2024**Summary**

Twice yearly, Council transparently discloses a summary of the key matters discussed at the Audit and Risk Committee meetings for the first six months of 2024. A copy of this bi-annual report was provided to Council at the June Scheduled meeting ensuring that Council met its legislative obligation.

The Audit and Risk Committee Biannual Report - June 2024 will be formally presented to Council, with Chairperson, Vinitha Pinto presenting the report.

Resolution 2024/99

Moved: Cr Mark Ridgeway
Seconded: Cr Geoff Neil

That Council notes the Audit and Risk Committee Biannual Report - June 2024 and thanks the committee for the report.

CARRIED

14 DIRECTOR COMMUNITY REPORTS**COM.2 COMMUNITY FUNDING SCHEME & NEIGHBOURHOOD HOUSE FUNDING PROGRAM 2024 - FUNDING RECOMMENDATIONS**

Having previously declared a conflict of interest in relation to this item, Cr Bonanno left the meeting at 8:24 pm.

Summary

This report provides an overview of the 2024-25 Community Funding Scheme (CFS) and the Neighbourhood House Funding Program (NHFP) 2024-26, including applications received, assessment process and recommendations for funding.

Resolution 2024/100

Moved: Cr Jennifer Anderson
Seconded: Cr Geoff Neil

That Council:

- 1. Approves the 2024-25 Community Funding Scheme allocations as described in Table 1 of this report.**
- 2. Approves the 2024-26 Neighbourhood House Funding Program allocations as described in Table 2 of this report.**
- 3. Notifies all applicants in writing of the outcome of their grant application and provides the opportunity to receive feedback on request.**
- 4. Approves that \$684.00 of unallocated funding from the Community Funding Scheme budget be added to the Small Project Grants budget for 2024-25.**

CARRIED

At 8:29 pm, Cr Dominic Bonanno returned to the meeting.

COM.3 DRAFT RECONCILIATION ACTION PLAN 2024

Summary

This report provides a final overview of achievements under the INNOVATE Reconciliation Action Plan 2021-2023 and presents a draft of Council's next Reconciliation Action Plan (RAP) 2024 for consideration.

Resolution 2024/101

Moved: Cr Christine Walker

Seconded: Cr Jennifer Anderson

That Council endorses the release of the draft Reconciliation Action Plan 2024 actions for public comment for a period of four weeks.

CARRIED

15 DIRECTOR ASSETS AND OPERATIONS REPORTS

AO.1 DRAFT LANCEFIELD PARK MASTER PLAN 2024

Summary

This report presents the draft Lancefield Park Master Plan (Attachment 1) to seek Council endorsement to release the draft Lancefield Park Master Plan for four weeks of community consultation on behalf of the Lancefield Park Committee of Management. Feedback received during the community consultation period will inform the direction and development of the final Master Plan.

Resolution 2024/102

Moved: Cr Bill West

Seconded: Cr Geoff Neil

That Council endorses releasing the draft Lancefield Park Master Plan for four weeks of community consultation on behalf of the Lancefield Park Committee of Management.

CARRIED

AO.2 DRAFT MACEDON RANGES COMMUNITY EQUESTRIAN PLAN**Summary**

This report presents the draft Macedon Ranges Community Equestrian Facilities Plan (**Attachment 1**) to Council, seeking endorsement to release the draft plan for four weeks of community consultation. Feedback received during the community consultation period will inform the direction and development of the final plan

Resolution 2024/103

Moved: Cr Dominic Bonanno
Seconded: Cr Jennifer Anderson

That Council endorses releasing the draft Macedon Ranges Community Equestrian Plan for four weeks of community consultation.

CARRIED

AO.3 CAPITAL WORKS MONITORING**Summary**

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

Resolution 2024/104

Moved: Cr Rob Guthrie
Seconded: Cr Dominic Bonanno

That Council:

1. **Adopts the following changes to the Capital Works Program budget relating to the following infrastructure projects:**
 - a) **Footpath – Station Road, New Gisborne 2024: Return \$44,008.85 to the consolidated capital works program budget;**
 - b) **Crossover - High Street Service Road: Return \$23,180.00 to the consolidated capital works program budget;**
 - c) **Drainage - High Street Service Road: Return \$15,100.41 to the consolidated capital works program budget;**
 - d) **Major Culvert - Martins Road, Baynton 2024: Return \$10,362.03 to the consolidated capital works program budget;**
 - e) **Road Construction - Sheedy Road Gisborne: Return \$18,305.17 to the consolidated capital works program budget;**
 - f) **Road Construction - Hamilton Street and Fitzgerald Street Riddells Creek: Return \$1,573.77 to the consolidated capital works program budget;**
 - g) **Footbridge - Main Road Riddells Creek: Return \$4,749.82 to the consolidated capital works program budget;**
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- h) **Retaining Wall - Ellison Street : Return \$9,874.12 to the consolidated capital works program budget;**
- i) **Road Construction - Murphy Street, Romsey: Notes the remaining funds of \$159,418.47 are to be used for Old-Lancefield Road and/or Fersfield Road projects;**
- j) **Road Construction - Sutherlands Road, Clarkefield: Increase budget by \$88,284.24 with funds from Federal Funded Safer Roads Program;**
- k) **Guardrail Renewal Program: Return \$6,683.00 to the consolidated capital works program budget;**
- l) **Stabilisation Renewal Program: Return \$13,271.00 to the consolidated capital works program budget;**
- m) **Minor Road and Intersection Upgrades: Return \$3,326.70 to the consolidated capital works program budget;**
- n) **Footpath and Kerb and Channel renewal: Return \$6,310.00 to the consolidated capital works program budget;**
- o) **Road Construction - Sauer Road New Gisborne: Return \$54,354.52 to Commercial Development Reserve;**
- p) **Kyneton Tennis Club: Return \$13,812.91 to the consolidated capital works program budget;**
- q) **Reconstruction - Hamilton Road, New Gisborne: Return \$181,684.51 to the consolidated capital works program budget;**
- r) **Hodge's Bridge Short-Term Works, Edgecombe: Return \$33,533.20 to the consolidated capital works program budget;**
- s) **Drainage Design, Forest Street, Woodend: Return \$11,707.00 to the consolidated capital works program budget;**
- t) **Gisborne Fields – Stage 4 – 2024: Return \$3,024.52 to the consolidated capital works program budget;**
- u) **Gisborne Aquatic Centre (GAC) – Modular Change Room: Return \$3,053.93 to the consolidated capital works program budget;**
- v) **Buffalo Stadium Change Room Upgrade 2024: Return \$3,128.05 to the consolidated capital works program budget;**
- w) **Macedon Kindergarten playground equipment: Return \$20,606 to the consolidated capital works program budget;**
- x) **Tony Clarke Reserve Change Rooms 2024: Return \$2,875.00 to the consolidated capital works program budget;**
- y) **Building Renewal Hanging Rock Café 2024: Return \$17,262.47 to the Hanging Rock Reserve;**
- z) **Lancefield Courthouse 2024: Return \$5,000.00 to the consolidated capital works program budget;**
- aa) **Gisborne Library Internal Building Works: Return \$5,600.00 to the consolidated capital works program budget;**
- bb) **Mountview Theatre Macedon Roof Renewal: Return \$9,000.00 to the consolidated capital works program budget;**

- cc) Macedon Ranges Sports Precinct: Increase budget by \$25,000.00; and
- dd) Resheeting Program 2024/2025: Increase budget by \$224,769.99.

2. Notes that Recommendation 1 (above) results in a surplus of \$400,000.00 in the Financial Year 2024/2025 Capital Works Program Budget.

CARRIED

16 NOTICES OF MOTION AND RESCISSION

Nil

17 URGENT BUSINESS

Nil

18 CONFIDENTIAL REPORTS

Nil

The meeting closed at 8:57pm.

The minutes of this meeting will be confirmed at the Council Meeting held on 28 August 2024.