

Quarterly Report of Operations

Period Reporting – July to September 2024



**Macedon
Ranges**
Shire Council



Introduction

July to September 2024

1st Quarter 2024-25



I am pleased to present the Quarterly Report of Operations for the period 1 July to 30 September 2024.

The information within this document represents the period in time from 1 July to 30 September 2024 inclusive. The report has been generated to enable Senior Management and Councillors greater transparency and a more comprehensive view of the organisation and its key activities.

Key topic areas include:

- Finance
- Council Plan Action progress;
- Capital Works progress;
- Governance and Councillor Reporting
- People and Wellbeing
- Insurance and Risk
- Customer Support

Thank you to Councillors, Council's staff, volunteers and contractors who continue to actively support our municipality.

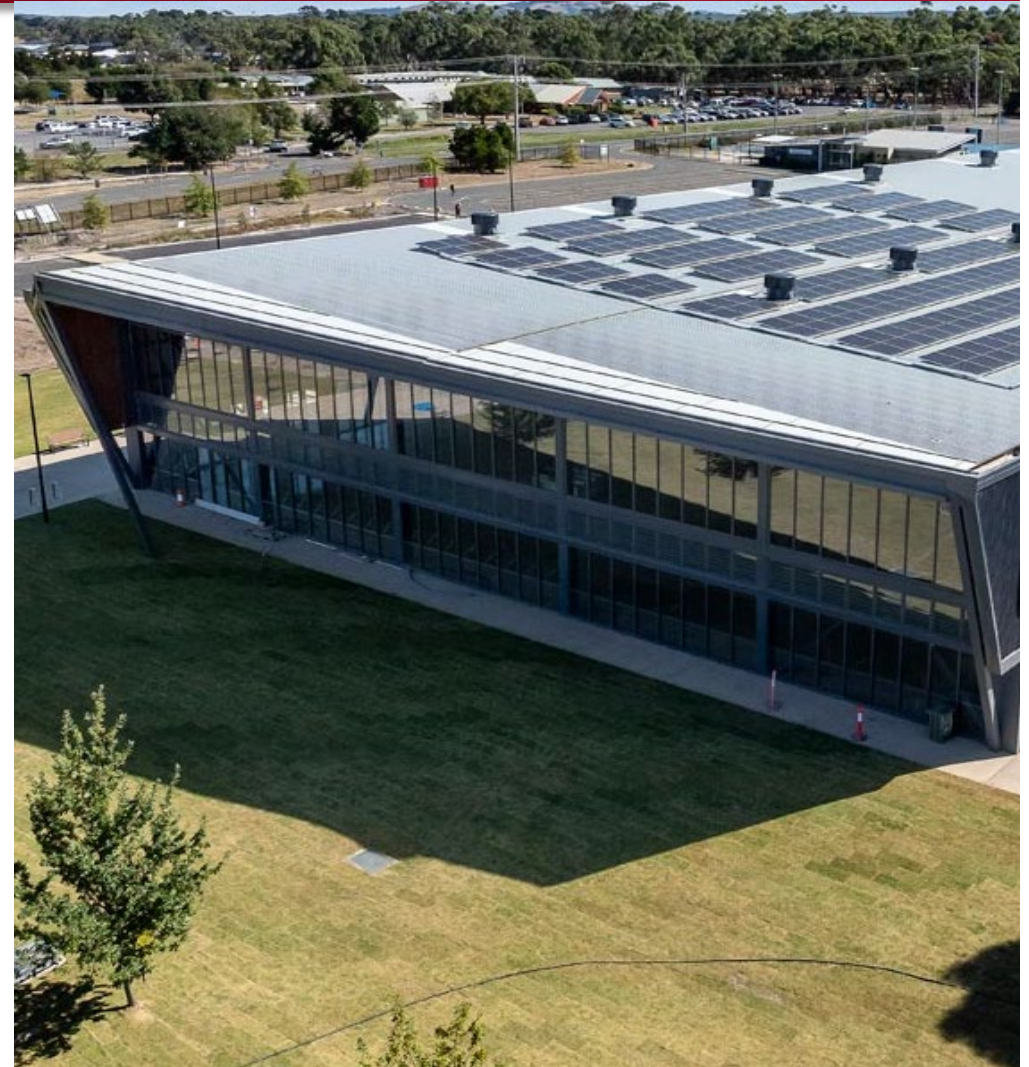
Regards
Bernie O'Sullivan
Chief Executive Officer

Financial Performance

July to September

1st Quarter 2024-25

- September operating result remains favourable to budget by \$3.3M.
- Cash holding balances are adequate to continue to meet outstanding obligations at 30 September 2024.
- Investments are earning adequate interest levels, ensuring a steady stream of returns to bolster our financial position.
- Reserve balances remain stable.
- Variances in the operating budget are largely due to timing, it is anticipated these variances will be removed as the financial year progresses.



INCOME STATEMENT

3 months ended 30 September 2024

| | 2024/25 Sept YTD Adj. Budget* \$'000 | 2024/25 Sept YTD Actuals \$'000 | 2024/25 Sept YTD Variance \$'000 |
|--|---|--|---|
| Income | | | |
| Rates and charges | 63,272 | 63,345 | 73 |
| Statutory fees and fines | 758 | 726 | (32) |
| User fees | 2,184 | 1,879 | (305) |
| Grants - operating | 12,359 | 13,016 | 657 |
| Grants - capital | 7,414 | 8,528 | 1,114 |
| Contributions - monetary | 532 | 647 | 115 |
| Other income | 712 | 1,451 | 739 |
| Total income | 87,231 | 89,592 | 2,361 |
| Expenses | | | |
| Employee costs | 12,607 | 12,576 | 31 |
| Materials and services | 10,167 | 9,253 | 914 |
| Depreciation and amortisation | 4,403 | 4,201 | 202 |
| Borrowing costs | 209 | 199 | 10 |
| Other expenses | 1,262 | 1,335 | (73) |
| Total expenses | 28,648 | 27,564 | 1,084 |
| Surplus/(deficit) excluding other adjustments | 58,583 | 62,028 | 3,445 |
| Other adjustments | | | |
| Contributions - non monetary | | | |
| Net gain/(loss) on disposal of property, infrastructure, plant and equipment | 75 | (30) | (105) |
| Total surplus/(deficit) | 58,658 | 61,998 | 3,340 |

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 \$61.998m is \$3.34m favourable to budget. The financial summary provides an explanation of key variances to budget.

* This column represents the adjusted budget which is the 2024/25 adopted budget adjusted for the 2023/24 carry forward budgets and any Council approved budget changes during 2024/25.

BALANCE SHEET

As at 30 September 2024

| | 2023/24 September Actuals \$'000 | 2024/25 September Actuals \$'000 | 2024/25 September Variance \$'000 |
|---|---|---|--|
| Current assets | | | |
| Cash and cash equivalents | 16,648 | 11,782 | (4,866) |
| Trade and other receivables | 63,253 | 65,934 | 2,681 |
| Other financial assets | 28,925 | 33,072 | 4,147 |
| Prepayments | - | 46 | 46 |
| Other assets | 23 | 12 | (11) |
| Total current assets | 108,849 | 110,846 | 1,997 |
| Non-current assets | | | |
| Other financial assets | 21 | 21 | - |
| Investment in Regional Library | 1,447 | 1,477 | 30 |
| Property, infrastructure, plant and equipment | 1,397,663 | 1,440,084 | 42,421 |
| Right of use assets | 345 | 2,006 | 1,661 |
| Investment property | 2,933 | 2,985 | 52 |
| Intangible assets | 373 | 211 | (162) |
| Total non-current assets | 1,402,782 | 1,446,784 | 44,002 |
| Total assets | 1,511,631 | 1,557,630 | 45,999 |
| Current liabilities | | | |
| Trade and other payables | 6,782 | 4,722 | 2,060 |
| Trust funds and deposits | 12,069 | 14,197 | (2,128) |
| Unearned Income | - | - | - |
| Provisions | 6,817 | 6,963 | (146) |
| Interest-bearing loans and borrowings | 391 | 1,385 | (994) |
| Lease Liabilities | 256 | 399 | - |
| Total current liabilities | 26,315 | 27,666 | (1,208) |
| Non-current liabilities | | | |
| Provisions | 4,936 | 5,131 | (195) |
| Interest-bearing loans and borrowings | 5,021 | 15,692 | (10,671) |
| Lease Liabilities | 131 | 1,628 | (1,497) |
| Total non-current liabilities | 10,088 | 22,451 | (10,866) |
| Total liabilities | 36,403 | 50,117 | (12,074) |
| Net assets | 1,475,228 | 1,507,513 | 33,925 |
| Equity | | | |
| Accumulated surplus | 778,466 | 807,905 | 29,439 |
| Reserves | 696,762 | 699,608 | 2,846 |
| Total Equity | 1,475,228 | 1,507,513 | 32,285 |

INVESTMENTS HELD

As at 30 September 2024

| Institution | ICAN | Non Fossil fuel * | Short Term Rating | Percentage of Total investments | Investment Type | Investment Amount | Interest Rate | Commencement Date | Maturity Date |
|----------------------------|------|-------------------|-------------------|---------------------------------|-----------------|----------------------|---------------|-------------------|---------------|
| At call investments | | | | | | | | | |
| NATIONAL AUSTRALIA BANK | No | No | A1+ | 0.04% | At Call Account | \$ 11,897 | 4.70% | | |
| Financial assets | | | | | | | | | |
| AMP | No | Yes | A2 | 15.11% | Term Deposit | \$ 5,000,000 | 5.02% | 28/08/2024 | 25/06/2025 |
| AUSTRALIAN MILITARY BANK | No | Yes | A2 | 15.11% | Term Deposit | \$ 5,000,000 | 5.10% | 28/05/2024 | 29/10/2024 |
| AUSTRALIAN MILITARY BANK | No | Yes | A2 | 15.11% | Term Deposit | \$ 5,000,000 | 5.20% | 21/06/2024 | 20/12/2024 |
| BEYOND BANK | No | Yes | A2 | 9.07% | Term Deposit | \$ 3,000,000 | 5.32% | 9/07/2024 | 9/01/2025 |
| MYSTATE BANK | No | Yes | A2 | 9.07% | Term Deposit | \$ 3,000,000 | 5.00% | 4/09/2024 | 7/05/2025 |
| NATIONAL AUSTRALIA BANK | No | No | A1+ | 6.05% | Term Deposit | \$ 2,000,000 | 5.30% | 9/07/2024 | 9/01/2025 |
| NATIONAL AUSTRALIA BANK | No | No | A1+ | 6.05% | Term Deposit | \$ 2,000,000 | 4.95% | 22/08/2024 | 18/02/2025 |
| NATIONAL AUSTRALIA BANK | No | No | A1+ | 15.11% | Term Deposit | \$ 5,000,000 | 4.95% | 20/08/2024 | 18/02/2025 |
| NATIONAL AUSTRALIA BANK * | No | No | A1+ | 9.29% | Term Deposit | \$ 3,072,460 | 4.95% | 16/09/2024 | 14/05/2025 |
| Total Investments | | | | | | \$ 33,084,357 | | | |

Total % of investment portfolio held by Non Fossil Fuel Lending Institutions **63%**

Total % of investment portfolio held by Lending Institutions that support the International Campaign to abolish Nuclear Weapons (ICAN) **0%**

Policy Compliance



4.1 (a) Portfolio Credit Framework

| Short term rating | Max Exposure | Current exposure |
|-------------------|--------------|------------------|
| A1+/A1 | 100% | 37% |
| A2/A3 | 70% | 63% |
| B | 0% | 0% |



4.1 (b) Individual Institution Credit Framework

| Institution | Rating | Max Exposure | Current exposure |
|--------------------------|--------|--------------|------------------|
| AMP | A2 | 40% | 15% |
| AUSTRALIAN MILITARY BANK | A2 | 40% | 30% |
| BEYOND BANK | A2 | 40% | 9% |
| MYSTATE BANK | A2 | 40% | 9% |
| NATIONAL AUSTRALIA BANK | A1+ | 45% | 37% |

* Open space reserve investment

FINANCIAL RESERVES

As at 30 September 2024

| | Balance 1 July 2024 | Transfers to Reserve | Transfer from Reserve | Balance 30 Sep 2024 |
|---|------------------------|-------------------------|-----------------------------|------------------------|
| Discretionary Reserves | | | | |
| Plant Replacement | 1,513,687 | 16,843 | - 51,908 | 1,582,438 |
| Asset Conversion | 744,372 | - | - | 744,372 |
| Commercial Development | 2,025,341 | - | - | 2,025,341 |
| Open Space Reserve * | 2,997,925 | 74,535 | - | 3,072,460 |
| Gravel Pit Operations | 2,593,674 | 125,941 | - | 2,719,615 |
| Hanging Rock | - | - | - | - |
| Maintenance Senior Citizens Accommodation | 61,065 | - | - | 61,065 |
| Debt Repayment | 1,691,470 | 400,000 | - | 2,091,470 |
| Total Discretionary Reserves | 11,627,534 | 617,319 | - 51,908 | 12,296,761 |
| Statutory Reserves | | | | |
| Public Open Space - South | 474,317 | 145,000 | - | 619,317 |
| Public Open Space - East | 1,321,399 | 150,000 | - | 1,471,399 |
| Public Open Space - West | 1,617,703 | 30,000 | - | 1,647,703 |
| Public Open Space | 3,413,419 | 325,000 | - | 3,738,419 |
| Community Facilities - South | - | - | - | - |
| Community Facilities - East | 222,042 | - | - | 222,042 |
| Community Facilities - Central | 17,697 | - | - | 17,697 |
| Community Facilities - West | 351,520 | - | - | 351,520 |
| Community Facilities | 591,259 | - | - | 591,259 |
| Car Parking | 135,600 | - | - | 135,600 |
| Planning Roadworks | 943,996 | - | - | 943,996 |
| Drainage | 561,885 | - | - | 561,885 |
| Gisborne Development Contributions Plan | 1,208,157 | 140,241 | - | 1,348,398 |
| Romsey Development Contributions Plan | 165,103 | 18,535 | - | 183,638 |
| Planning Footpath Works | 148,403 | - | - | 148,403 |
| Total Statutory Reserves | 7,167,822 | 483,776 | - | 7,651,598 |
| GRAND TOTAL | 18,795,355 | 1,101,095 | - 51,908 | 19,948,358 |

Transfers from reserves

* Funds equalling this balance have been invested for a 6 month period @ 4.95% maturing on 14 May 2025.

Council Plan Delivery

July to September

1st Quarter 2024-25



- 99 (97%) of actions are progressing on schedule.
- Council's Heritage Strategy 2024-2034 was adopted at the 28 August 2024 Scheduled Council Meeting.
- Participation in Phase 2 of the Community Carbon Pilot (led by North Central Catchment Management Authority) is secured. Phase 2 includes establishment, maintenance and monitoring of four carbon planting sites across the Central Victorian region, one site is located in Woodend.
- The 2024 Macedon Ranges Business Excellence Awards program was delivered. The program culminated in the Awards Gala Event at Mt Macedon Winery in August.
- Officers worked with the Victorian Electoral Commission in preparation to deliver a successful election during October 2024, including attracting candidates, providing facilities, and information as required.
- Progress the preparation of the 2023/24 Annual Report, the report includes the progress on the delivery of Year 3 actions of the Council Plan. The final Annual Report will be presented to Council for adoption at the October Council Meeting.

Strategic objectives

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.

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.

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 the community vision.

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.

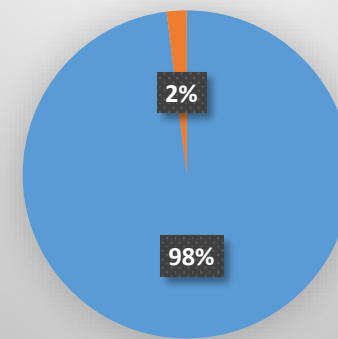
COUNCIL PLAN ACTIONS

Reporting Period 01/07/2024 - 30/09/2024

Council Plan Actions progress for the period 01/07/2024 - 30/09/2024:

| Strategic Objectives | No. of Actions | No. of Actions Commenced | No. of Actions Not Scheduled to Start | No. of Actions Completed | No. of Actions behind target completion | % of Actions progressing on schedule |
|--|----------------|--------------------------|---------------------------------------|--------------------------|---|--------------------------------------|
| Objective 1 Connecting communities | 35 | 32 | 3 | 2 | 0 | 100% |
| Objective 2 Healthy environment, healthy people | 36 | 34 | 2 | 1 | 2 | 94% |
| Objective 3 Business and tourism | 14 | 14 | 0 | 0 | 0 | 100% |
| Objective 4 Deliver strong and reliable government | 17 | 17 | 0 | 0 | 0 | 100% |
| Total for the Quarter | 102 | 97 | 5 | 3 | 2 | 98% |

Percentage of Actions Tracking on Schedule



■ On schedule ■ Behind Schedule

Actions Not Scheduled to Start - See full progress commentary for further details

| Strategic Action | Target Delivery Rate | Actual Delivery Rate |
|--|----------------------|----------------------|
| Objective 1 Investigate options to progress delivery of a framework plan for Kyneton South - This item is scheduled to commence in the 2nd quarter. | 0% | 0% |
| Objective 1 Commence construction of Stage 2 of the Macedon Ranges Regional Sports Precinct - Construction is pending the approval of the detailed designs and contractor procurement. | 0% | 0% |
| Objective 1 Undertake a feasibility for the best location for a skate park in Gisborne - The Feasibility study of the proposed Gisborne site is to commence in quarter three. | 0% | 0% |
| Objective 2 Review and update the Pest Animal and Weed Strategy 2014-2024 - This item is scheduled to commence in the 3rd quarter. | 0% | 0% |
| Objective 2 Deliver the Year 2 actions in Council's Zero Net Emissions Plan for Operations - This item is scheduled to commence in the 3rd quarter. | 0% | 0% |

Council Plan – Year Four 2024/25 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.

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 | Traffic light progress |
|---|--------------|-------------|----------------|----------------|---|--|--------------|------------------------|
| Progress the construction of the Macedon Ranges Shared Trails project towards completion by 30 December 2025 | Deliver | In Progress | 10% | 10% | Section 1A was successfully completed (Templeton St to Bawden Rd Woodend) on 6 July 2024. The Project Manager is currently progressing the approvals with Department Energy, Environment and Climate Action, V/Line, Melbourne Water, Parks Victoria and CHMP for the remaining Sections of the Trail. It is anticipated that construction will recommence in the second quarter. | Manager Facilities and Aquatics | 30 June 2025 | |
| In partnership with Hepburn Shire Council, advocate to the Victorian Government for support to undertake preconstruction planning for the Daylesford to Hanging Rock Rail Trail project | Advocate | Ongoing BAU | 25% | 25% | Advocacy for funding in partnership with Hepburn Shire Council continues. | Manager Parks, Recreation and Depot Operations | 30 June 2025 | |
| Advocate to the Victorian Government for improvements to bus and rail public transport services, with a focus to identify township issues throughout the year | Advocate | Ongoing BAU | 25% | 25% | This is an ongoing advocacy where Council officers meet regularly to discuss operational matters with officers from the Department of Transport and Planning. There has been some success in getting traction for improved bus services in Gisborne. | Manager Engineering and Asset Services | 30 June 2025 | |
| Continue to advocate for increased State Government funding for supervised school crossings and consider alternative safe crossing methodologies for schools | Advocate | In Progress | 25% | 25% | Staff have attended advocacy meetings and provided feedback to advocacy documents. | Manager Safer Communities | 30 June 2025 | |

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 | Traffic light progress |
|--|--------------|-------------|----------------|----------------|---|--|--------------|------------------------|
| Progress the Kyneton Town Centre Urban Design Framework to Council for decision | Deliver | In Progress | 75% | 75% | The Kyneton Urban Design Framework was progressed to Council for a decision at the 16 September 2024 Scheduled Council Meeting where it was resolved "That Council: 1. Endorses the draft Kyneton Urban Design Framework (Attachment 1) to be released for community consultation until 20 December 2024. 2. Requests the Chief Executive Officer (CEO) to provide a report on the outcomes of this community consultation process at the February 2025 Scheduled Council Meeting". As per the resolution, further consultation will occur in the next quarter. | Manager Strategic Planning and Environment | 30 June 2025 | |
| Following the adoption of the draft Gisborne Futures Structure Plan commence the implementation process including the introduction of the protected settlement boundary associated changes to the Macedon Ranges Planning Scheme | Deliver | Planning | 10% | 10% | The Gisborne Futures Structure Plan was adopted at the 24 July 2024 Scheduled Council Meeting. Council has written to the Minister for Planning to request an amendment be prepared to the Statement of Planning Policy 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. Council awaits further direction from the Minister for Planning, and as such, progress on this item is currently outside Council's control. | Manager Strategic Planning and Environment | 30 June 2025 | |
| Following the adoption of the draft Gisborne Futures Structure Plan, continue to finalise the draft Gisborne Futures Urban Design Framework Plan and Neighbourhood Character Study to guide future development and investment in public realm improvements | Deliver | Planning | 10% | 10% | Following the adoption of the Gisborne Futures Structure Plan, focus has returned to the Urban Design Framework and Neighbourhood Character Study. This quarter a review has taken place of the draft 2020 version, as well as project scoping and project planning. | Manager Strategic Planning and Environment | 30 June 2025 | |
| Following the adoption of the draft Romsey Structure Plan, commence the implementation process including the introduction of the protected settlement boundary and associated changes to the Macedon Ranges Planning Scheme | Deliver | Planning | 10% | 10% | The Romsey Structure Plan was adopted at the 22 May 2024 Scheduled Council Meeting. Council has written to the Minister for Planning to request an amendment be prepared to the Statement of Planning Policy to insert a protected settlement boundary for Romsey and any consequential amendment to the Macedon Ranges Planning Scheme in order to insert this protected settlement boundary. Council awaits further direction from the Minister for Planning, and as such, progress on this item is currently outside Council's control. | Manager Strategic Planning and Environment | 30 June 2025 | |
| Finalise Council's Heritage Strategy to guide Council's priorities for further heritage protection | Deliver | Completed | 100% | 100% | The draft Heritage Strategy 2024-2034 was adopted at the 28 August 2024 Scheduled Council Meeting. This item is complete. | Manager Strategic Planning and Environment | 30 June 2025 | |
| Investigate options to progress delivery of a framework plan for Kyneton South | Deliver | Not Started | 0% | 0% | This item is scheduled to commence in the 2nd quarter. | Manager Strategic Planning and Environment | 30 June 2025 | |

Council Plan – Year Four 2024/25 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.

Strategic Priority - Provide well-designed, fit-for-purpose, multi-use open spaces and infrastructure where the community can connect, engage and participate in a financially responsible way

| ACTION | COUNCIL ROLE | STATUS | TARGET % COMP. | ACTUAL % COMP. | PROGRESS COMMENTS | KEY CONTACT | COMP. DATE | Traffic light progress |
|---|--------------------|-------------|----------------|----------------|---|--|--------------|------------------------|
| Progress the preparation of a new Open Space Strategy towards adoption | Deliver | In Progress | 30% | 30% | Work on developing the draft Open Space Strategy is underway utilising existing resources. It is not expected that the draft Open Space Strategy will be released for consultation until early in 2025 due to Council elections in late 2024. | Manager Strategic Planning and Environment | 30 June 2025 | |
| Advocate for funding of the Macedon Ranges Regional Sports Precinct for Stage 3 | Advocate | In Progress | 25% | 25% | Advocacy for Stage 3 is ongoing and occurs whenever possible. | Manager Facilities and Aquatics | 30 June 2025 | |
| Complete stage 2 of the Macedon Ranges Regional Sports Complex design, documentation in and tender preparation | Deliver | In Progress | 20% | 20% | The schematic designs for Stage 2 were completed and approved on 14 August 2024. The detailed designs and costing assessment is currently being progressed. | Manager Facilities and Aquatics | 30 June 2025 | |
| Commence construction of Stage 2 of the Macedon Ranges Regional Sports Precinct | Deliver | Planning | 0% | 0% | Construction is pending the approval of the detailed designs and contractor procurement. | Manager Facilities and Aquatics | 30 June 2025 | |
| Deliver the annual capital works program within budget | Deliver | In Progress | 10% | 10% | Delivery of the Capital Works Program is underway. Some projects have commenced whilst others are in the planning, tendering phase. | Director Assets and Operations | 30 June 2025 | |
| Undertake a feasibility for the best location for a skate park in Gisborne | Deliver | Not Started | 0% | 0% | The Feasibility study of the proposed Gisborne site is to commence in quarter three. | Manager Parks, Recreation and Depot Operations | 30 June 2025 | |
| Implement the Romsey Skate Park, in conjunction with Lancefield Romsey Lions Club and the recommendations from the shire wide Skate park and BMX strategy | Partner/Facilitate | In Progress | 25% | 25% | Community consultation was completed in February 2024, receiving strong support from the community. The design was endorsed by Council at its Scheduled Council Meeting on 26 June 2024. A funding agreement now needs to be established with the state government to initiate the project. Officers are currently awaiting guidance from Sport and Recreation Victoria (SRV) and an online link to apply for the \$550k and \$400k funding amounts from the Victorian Government. Council must secure this funding before tendering and procurement can begin. | Manager Parks, Recreation and Depot Operations | 30 June 2025 | |
| Finalise the Lancefield Park Recreation Reserve Master Plan | Deliver | In Progress | 50% | 50% | The draft Lancefield Master Plan was endorsed and released by Council for a four-week community consultation period from July to August 2024. Officers are currently reviewing the feedback received to finalise the Plan and will seek final endorsement at a future Scheduled Council Meeting (SCM). | Manager Parks, Recreation and Depot Operations | 30 June 2025 | |
| Advocate for funding to realise the delivery of the Woodend Community Centre in line with priority projects | Deliver/Advocate | In progress | 10% | 10% | A review of current documentation and permits, for both Stage 1 build and Stage 2 design, has been undertaken with cost estimates revised to ensure the project is funding ready. | Manager Economic Development and Visitor Economy | 30 June 2025 | |

Strategic Priority - Target community needs through development programs and grants

| ACTION | COUNCIL ROLE | STATUS | TARGET % COMP. | ACTUAL % COMP. | PROGRESS COMMENTS | KEY CONTACT | COMP. DATE | Traffic light progress |
|---|-----------------|-------------|----------------|----------------|--|---------------------------------|--------------|------------------------|
| Promote community centres, neighbourhood houses, and their programs to encourage community participation | Deliver | In Progress | 20% | 20% | Community participation regularly promoted in community and local newspapers as well as social media and Council's website. Neighbourhood House Policy articulates this as an action. | Manager Community Strengthening | 30 June 2025 | |
| Continue Council's community grants programs (the Community Funding Scheme and the Small Projects Grants) to support community groups to deliver community, cultural and environmental projects, and enhance community places | Deliver | In Progress | 25% | 25% | Council continues to deliver its community grants programs, including the Community Funding Scheme and Small Projects Grants. 2025/26 Small Projects Grants has a \$30,000 funding pool, with community groups eligible to apply for grants of up to \$3,000. The Community Funding Scheme is scheduled to open in May 2026. | Manager Community Strengthening | 30 June 2025 | |
| Collaborate with Bendigo Volunteer Resource Centre and across Council to coordinate, support, engage and recognise volunteers | Partner/Deliver | In Progress | 25% | 25% | Volunteer recognition categories have been incorporated into Council's Community Awards program. | Manager Community Strengthening | 30 June 2025 | |
| Promote the library programs of the Goldfields Library Corporation to engage the community | Partner/Deliver | In Progress | 25% | 25% | Council's Communications and Advocacy team continues to liaise with Goldfields Libraries communications counterparts as required, to discuss opportunities to share relevant library activities/events through Council channels and vice versa. The Communications and Advocacy team has committed to setting up more regular catch-ups with Goldfields Libraries in 2025-26, to continue to improve this relationship and better support aligned goals. Emergency Management and Recovery teams are working with Goldfields Library to deliver recovery support programs around 'Birdie's Tree' activity. | Manager Community Strengthening | 30 June 2025 | |
| Advocate for possible funding opportunities to support the Goldfields Library Corporation to undertake construction works for the Gisborne Library | Advocate | In Progress | 25% | 80% | Council supported Goldfields Libraries Corporation (GLC) and completed a preliminary architectural design and associated cost estimate project in FY23/24. MRSC was in communication with GLC and ready to support the next phase of the project, securing construction funding, by contributing to the application to the Living Libraries Infrastructure Program. However, funding was only made available through the Minor Works category (Minor Works - \$10,000 - \$200,000). GLC declined to apply in the Minor round for this project in the hope that Major round funding would become available. Council will continue to monitor available funding streams. | Manager Community Strengthening | 30 June 2025 | |

Council Plan – Year Four 2024/25 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.

Strategic Priority - 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 | Traffic light progress |
|--|-----------------|-------------|----------------|----------------|---|---------------------------------|--------------|------------------------|
| Continue to advance Indigenous reconciliation, working with First Nations People and broader community by integrating the remaining actions from Council's Innovate Reconciliation Action Plan (which concluded in June 2024) into the new Council Reconciliation Plan for 2024–2027 | Partner/Deliver | Completed | 100% | 100% | Almost all actions have been completed. Actions not completed will be rolled over into the new Reconciliation Plan. The Emergency Management and Recovery Unit have employed a First Nations Recovery and Resilience Officer to identify, develop and improve relationships with First Nations organisations and people in and near the Macedon Ranges to increase understanding and appropriate supports in times of emergency and recovery. | Manager Community Strengthening | 30 June 2025 | |
| 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 | Partner/Deliver | Planning | 10% | 10% | Planning is underway for National Reconciliation Week, observed from 27 May to 3 June. In 2025, the week will feature public programs to foster community engagement with truth-telling, Aboriginal culture, and education on Reconciliation. These programs will provide meaningful opportunities for the community to learn, reflect, and contribute to the Reconciliation process, continuing the tradition established in previous years. | Manager Community Strengthening | 30 June 2025 | |
| Continue to recognise Indigenous culture at Macedon Ranges Shire Kindergartens | Deliver | In Progress | 25% | 25% | Indigenous artwork murals were completed at Kyneton Kindergarten, Manna Gum Family and Children service and Swinburne Avenue Children's Centre. Staff from all Council kindergartens attended a half day with Koori Curriculum on imbedding Indigenous practices in early childhood education and care (ECEC). | Manager Community Services | 30 June 2025 | |
| Upon endorsement, commence implementation of a Council Reconciliation Plan 2024–2027 | Partner/Deliver | In Progress | 10% | 25% | A draft Reconciliation Plan was presented to Council at the July meeting, where approval was granted to release it for community consultation. The consultation took place from Thursday, 25 July, to Thursday, 22 August 2024, via the Council's 'Your Say' platform. Feedback from the community highlighted the need to rename the plan to 'Reconciliation Plan' instead of 'RAP,' as it had not been endorsed by Reconciliation Australia. It was also recommended to engage in further consultation with Traditional Owners. Councillors supported this feedback, and a revised draft will be presented to Council in mid-December 2024. Council officers are currently working closely with Traditional Owner Groups to ensure the plan aligns with their strategies. | Manager Community Strengthening | 30 June 2025 | |

Strategic Priority - 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 | Traffic light progress |
|--|--------------|-------------|----------------|----------------|--|---------------------------------|--------------|------------------------|
| Continue to demonstrate leadership in advancing gender equality, through implementation of Council's Gender Equality Action Plan, including delivery of year three actions | Deliver | In Progress | 25% | 50% | Council continues to progress action items across all three priority areas, noting a majority of the action items are ongoing initiatives we are continually improving and imbedding into our strategies, frameworks and policies. | Manager People and Wellbeing | 30 June 2025 | |
| Oversee delivery and collaboration with the community to facilitate approved Council recognition days (or weeks) | Deliver | In Progress | 25% | 25% | Council continues to collaborate with the community and partners to deliver activities that recognise key Council-endorsed days and weeks of recognition. These activities range from subtle acknowledgements, such as lighting the Kyneton Town Hall, to larger-scale community engagement programs aimed at fostering awareness and participation. | Manager Community Strengthening | 30 June 2025 | |
| Provide information and guidance on available external funding opportunities to support sustainability of community programs delivered by Neighbourhood Houses, and continue to advocate to the Victorian Government for increased funding | Advocate | In Progress | 10% | 25% | Council's Community Resilience officer shares funding opportunities with Communities (often via Neighbourhood Houses) who are working on 72 hour plans. This role has recently supported Darraweit Guim Memorial Hall Committee (in lieu of a Neighbourhood House) to apply for a grant with the Foundation for Rural and Regional Renewal (FRRR). | Manager Community Strengthening | 30 June 2025 | |
| Deliver the Aged Care Volunteer Visitor Scheme actions to link an older vulnerable person with a dedicated volunteer to decrease social isolation | Deliver | In Progress | 25% | 25% | Council continues to actively recruit volunteers for the Aged Care Volunteer Visiting program and has 27 matches with participants. Promotion efforts include pop-up events at local markets and advertising in the local media, which have led to an increase in referrals from participants seeking a visitor. | Manager Community Services | 30 June 2025 | |
| Acknowledge and promote community volunteers through Council's Annual Community Awards | Deliver | In Progress | 25% | 25% | The volunteer recognition day is scheduled for later this financial year. Preparations will occur closer to the date. | Manager Community Services | 30 June 2025 | |

Council Plan – Year Four 2024/25 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.

Strategic Priority - Explore opportunities for affordable and social housing in the shire

| ACTION | COUNCIL ROLE | STATUS | TARGET % COMP. | ACTUAL % COMP. | PROGRESS COMMENTS | KEY CONTACT | COMP. DATE | Traffic light progress |
|---|------------------|-------------|----------------|----------------|---|---|--------------|------------------------|
| Continue to implement Council's Affordable Housing Policy including to support the implementation of the Loddon Mallee Housing Action Plan | Deliver | In Progress | 10% | 10% | Key actions taken in the implementation of the Affordable Housing Policy include: -Delivery of a Social Housing Regional Needs Assessment. - Investigation and research into how Council can best enable developer contributions of affordable housing. - Drafting recommendations for the future of council-owned social housing assets. The implementation of the Loddon Mallee Housing Action Plan has included: -Drafting a submission to refresh Loddon Mallee Regional Growth Frameworks. - Delivering a priority sites list of under-utilised government-owned sites that would be appropriate for affordable housing. - Facilitating the Loddon Mallee Housing Network Community of Practice. | Coordinator Community and Social Planning | 30 June 2025 | |
| Continue to work with the Victorian Government and housing providers to increase the supply of social housing, in the shire, including consideration of Council owned seniors housing stock | Advocate/Partner | In Progress | 10% | 10% | A Social Housing Regional Needs Assessment has been drafted, providing considerations for the future of Council owned Seniors housing stock, and the opportunities to partner with the Victorian Government and Registered Housing Agencies in their redevelopment, with an overall aim to increase local supply of social housing dwellings. Council has met with Hope St, Homeward Housing, Key Living, Advance Offsite (Social Health Australia), Women's Property Initiative and Common Equity Housing Ltd to discuss support for the delivery of social housing in the Shire. | Coordinator Community and Social Planning | 30 June 2025 | |

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, volunteers, 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.

Strategic Priority - Protect the natural environment and enhance biodiversity

| ACTION | COUNCIL ROLE | STATUS | TARGET % COMP. | ACTUAL % COMP. | PROGRESS COMMENTS | KEY CONTACT | COMP. DATE | Traffic light progress |
|--|--------------|-------------|----------------|----------------|---|--|--------------|------------------------|
| Continue to deliver the actions for the Biodiversity Strategy 2018 including community education and engagement program and biolink plan | Deliver | In Progress | 25% | 25% | Biolink Boost grants acquitted for 2024 with applications for 2025 grant funding open for the month of September 2024. A project to develop and pilot a backyard biodiversity program for the Shire is underway with a target to launch in March 2025. | Manager Strategic Planning and Environment | 30 June 2025 | |
| Continue the Healthy Landscapes – Practical Regenerative Agricultural Communities project | Deliver | In Progress | 25% | 25% | 2024/25 program engagement targets set and agreed upon by all partners. Three sessions of this year's holistic grazing course completed with 29 properties registered across four local government areas (LGAs) for this intake. A total of 214 people have attended 11 online, and in-person events in quarter one ranging from on-farm field days to cultural education with Wurundjeri woi wurrung | Manager Strategic Planning and Environment | 30 June 2025 | |
| Continue to protect, preserve and enhance biodiversity on Council land, through implementation of Environmental Management Plans, including pest plant and animal management, tree assessment and mitigation, ecological burning, and liaison with community | Deliver | Ongoing BAU | 20% | 20% | Progressed Black Gum Biolink restoration works at Woodend 5-Mile Creek. Track repair commenced at Black Hill. Undertaken broadleaf weed control at Bald Hill, Marsh Court, Djiri Djiri Waterway Reserve. Mapping of trail network and weed control at Barringo. Tree surveys at Ashborne Reserve and Barringo Reserve. Anticipating large Q2 for spring/summer works. | Manager Strategic Planning and Environment | 30 June 2025 | |
| Review and update the Pest Animal and Weed Strategy 2014-2024 | Deliver | Not Started | 0% | 0% | This item is scheduled to commence in the 3rd quarter. | Manager Strategic Planning and Environment | 30 June 2025 | |
| Continue annual biodiversity monitoring program including fauna and flora surveys through the Bird Blitz, Nest Box Monitoring, and Spotlighting Surveys | Deliver | In Progress | 25% | 25% | Citizen Science events capturing data on large hollow bearing trees conducted at Ashbourne and Barringo. Spring planned events include the Backyard Bird Count, Koala Count at Hanging Rock and Clover Glycine survey at Bald Hill. | Manager Strategic Planning and Environment | 30 June 2025 | |
| Continue to advocate to the Victorian Government for Barrm Birm to become a State Park due to its significant flora and fauna | Advocate | Ongoing BAU | 25% | 25% | Officers continue to support Riddells Creek Landcare with management of ongoing issues at Barrm Birm including illegal entry, rubbish dumping, weed control. To that end a new gate access procedure is in place for landholders. New signage naming the area as Barrm Birm will be installed in the next quarter. | Manager Strategic Planning and Environment | 30 June 2025 | |

Council Plan – Year Four 2024/25 actions

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, volunteers, 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.

Strategic Priority - 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 | Traffic light progress |
|---|--------------------|-------------|----------------|----------------|---|--|--------------|------------------------|
| Implement very high and high priority actions in the Climate Emergency Response Plan | Deliver | In Progress | 25% | 25% | Inaugural Climate Emergency Working Group meeting held with organisation and community representation. Applications for Community Climate Action Grants were open the month of September. Climate Emergency Plan 'Action Tracker' went live on website. Council is participating in Central Victorian Greenhouse Alliance led Regional Electric Vehicle (EV) Infrastructure framework project. Final report due Oct 2024. Progressed to Phase 2 of Community Carbon Pilot led by the North Central Catchment Management Authority. Initial discussions with neighbouring Local Governments regarding a joint sustainable transport planner. | Manager Strategic Planning and Environment | 30 June 2025 | |
| Provide opportunities for the community to mobilise and participate in individual, household and collective local climate action | Deliver | In Progress | 25% | 25% | Planning for 'Go Green Week' to occur in Q3 underway which will be a series of climate & sustainability workshops, talks, presentations, and launch of the Youth Climate Group and Urban Biodiversity Program. Partnering with Macedon Ranges Sustainability Group in delivery. Continued advisory support for Electrify 3442, Go Renewable Energy Group, Riddells Creek Cool Changes. Workshopped early program design of a Macedon Ranges Home Energy Efficiency program with Climate Emergency Working Group. Participated in the initiation of a cross-council circular economy group with Hepburn Shire and Mount Alexander. | Manager Strategic Planning and Environment | 30 June 2025 | |
| Deliver the Year 2 actions in Council's Zero Net Emissions Plan for Operations | Facilitate/Deliver | Not Started | 0% | 0% | This item is scheduled to commence in the 3rd quarter. | Manager Strategic Planning and Environment | 30 June 2025 | |
| Conduct a scoping study and commission detailed design work to enable very high and high priority sites and small Council owned sites to transition off gas | Deliver | Planning | 25% | 25% | Commenced process for engaging consultants to do design works for getting off gas at Kyneton Town Hall, Kyneton Mechanics Institute, and Red Brick Hall. A feasibility study to get off gas at Bluestone Theatre will be conducted in Q2. Submit application for funds to (expected) forthcoming round of Community Energy Upgrades Fund to covert gas boiler at Gisborne Aquatic Centre to electric heat pumps. | Manager Strategic Planning and Environment | 30 June 2025 | |
| Continue participation in the Regional Community Carbon Offset Pilot Project led by North Central Catchment Management Authority | Facilitate/Deliver | Completed | 100% | 100% | Participation in Phase 2 of the Community Carbon Pilot (led by North Central Catchment Management Authority) is secured. Phase 2 includes establishment, maintenance and monitoring of four carbon planting sites across the Central Victorian region, one located in Woodend. Phase 2 will run from 2024-30. | Manager Strategic Planning and Environment | 30 June 2025 | |

Strategic Priority - 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 | Traffic light progress |
|---|--------------|-------------|----------------|----------------|--|--|--------------|------------------------|
| Continue to decrease tonnes of waste to landfill per-capita | Deliver | In Progress | 25% | 25% | There has been a slight increase in waste to landfill per capita due to contamination with organics and general recycling. The 2024/25 education program will target these areas for improvement. | Manager Civil Services and Resource Recovery | 30 June 2025 | |
| Finalise the new circular economy education and engagement plan and commence its implementation | Deliver | In Progress | 25% | 25% | The Education Action Plan has been finalised and implementation has commenced and includes the following activities this quarter, a positive recycling bin sticker campaign and a baseline bin audit of general waste, FOGO (Food Organics, Garden Organics) and recycling bins. | Manager Civil Services and Resource Recovery | 30 June 2025 | |

Council Plan – Year Four 2024/25 actions

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, volunteers, 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.

Strategic Priority - Provide opportunities to experience open space and bushland reserves

| ACTION | COUNCIL ROLE | STATUS | TARGET % COMP. | ACTUAL % COMP. | PROGRESS COMMENTS | KEY CONTACT | COMP. DATE | Traffic light progress |
|---|--------------|-------------|----------------|----------------|---|--|--------------|------------------------|
| Deliver Eastern base circuit track repairs, development and installation of wayfinding signs and ongoing engagement with the Taungurung to build rapport and to inform cultural content for interpretive signs and features at Black Hill Reserve | Deliver | In Progress | 25% | 25% | BIIK (Taungurung on country works crew) contractor engaged for track repair and drainage works to commence in October 2024 | Manager Strategic Planning and Environment | 30 June 2025 | |
| Provide opportunities for the community to experience open space and bushland reserves and learn about nature via monthly environment e-news and seasonal environment event program | Deliver | In Progress | 25% | 25% | 3x eNews newsletters have been published in Q1. 4x events have been hosted by the Environment team for the quarter including a community planting day at Hanging Rock for National Tree Day in July 2024 | Manager Strategic Planning and Environment | 30 June 2025 | |
| Complete the Woodend Racecourse reserve Master Plan | Deliver | Delayed | 25% | 25% | The development of the Woodend Racecourse Reserve Master Plan has been placed on hold to allow for the progression of the Macedon Ranges Community Equestrian Facilities Plan (MRCEFP). Council endorsed the release of an Issues and Opportunities Paper, which underwent a four-week community consultation period. The consultation has now concluded, and feedback is currently being reviewed by Council officers to help shape the future direction of the Master Plan. | Manager Parks, Recreation and Depot Operations | 30 June 2025 | |
| Complete the Macedon Ranges Community Equestrian Facilities Master Plan | Deliver | In Progress | 40% | 40% | The Equestrian Facilities Plan was endorsed by Council on 24 July 2024 for a four-week community consultation period, concluding on 22 August 2024. Community consultation has now been completed, and Council Officers are reviewing the feedback, which has been shared with the consultants. The revised draft plan will be presented to the new Councillors after the election period for their consideration and feedback. | Manager Parks, Recreation and Depot Operations | 30 June 2025 | |

Strategic Priority - 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 | Traffic light progress |
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| Continue priority waterway restoration works that implement adopted waterway environmental plans including Bunjil, Howey, Djiirri Djiirri Waterway and Jacksons Creeks and Nursery Road Waterway | Deliver | In Progress | 25% | 25% | Year 3 of the Liveable Communities, Liveable Waterways program commenced with all spring revegetation activities either completed or underway. Sites include Three Chain Road, Karlsruhe and Rotary Park, Gisborne. | Manager Strategic Planning and Environment | 30 June 2025 | |
| Implement actions in the Woodend Five Mile Creek Master Plan and Romsey Five Mile Creek Master Plan | Deliver | In Progress | 25% | 25% | Council is supporting the Woodend Landcare Biolink project which is delivering the Action: TZ-3 L04 Blackgum Woodlands project. Planting of previous prepped areas took place this quarter. The current project focus straddles financial years and will be completed in October 2024. Council is seeking grant funding to support other priority projects on Woodend Five Mile Creek. Romsey Five Mile Creek Master Plan implementation will be put forward as a new initiative 25/26FY. | Manager Strategic Planning and Environment | 30 June 2025 | |

Strategic Priority - 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 | Traffic light progress |
|--|--------------------|-------------|----------------|----------------|--|---------------------------------|--------------|------------------------|
| Continue to leverage partnerships with key agencies and community groups to improve response to and recovery from emergency events | Facilitate/Partner | In Progress | 25% | 25% | Continued participation in regional recovery meetings, sharing learnings between other LGAs and agencies. Continue relationships with key agencies and groups including Emergency Recovery Victoria, Woodend Neighbourhood House, Riddells Creek Neighbourhood House, Kyneton Neighbourhood House, Romsey and Lancefield Neighbourhood Houses, Bullengarook community and Darraweit Guim Resilience Community Group, to improve understanding on community needs in immediate response and recovery after an emergency. | Manager Community Strengthening | 30 June 2025 | |
| Contribute to Municipal Emergency Management Planning, learning from emergency management responses to improve future responses | Facilitate/Partner | In Progress | 25% | 25% | Continued participation in regional recovery meetings, sharing learnings between other local government areas (LGAs) and agencies. Continue relationships with key agencies and groups including Emergency Recovery Victoria, Woodend Neighbourhood House, Riddells Creek Neighbourhood House, Kyneton Neighbourhood House, Romsey and Lancefield Neighbourhood Houses, Bullengarook community and Darraweit Guim Resilience Community Group, to improve understanding on community needs in immediate response and recovery after an emergency. | Manager Community Strengthening | 30 June 2025 | |

Council Plan – Year Four 2024/25 actions

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, volunteers, 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.

Strategic Priority - 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 | Traffic light 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 | In Progress | 25% | 25% | Stage 1 of the Macedon Ranges Regional Sports Precinct has been completed and provides increased opportunities for accessibility and use of open space. Work is continuing to progress key initiatives such as the Woodend Racecourse Reserve Masterplan, Lancefield Park Recreation Reserve Masterplan, the Community Equestrian Facilities Plan, and the new Shire-wide Playground Strategy. | Manager Parks, Recreation and Depot Operations | 30 June 2025 | |
| 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 | In Progress | 25% | 25% | The Fair Access Policy addresses barriers faced by women, girls, and gender-diverse people in accessing and using community sports infrastructure. Its aim is to progressively build the capacity and capability of the Macedon Ranges Shire in identifying and eliminating systemic causes of gender inequality across policies, programs, communications, and service delivery related to community sports infrastructure. Officers are working with sporting clubs and community groups to implement the actions of this policy. | Manager Parks, Recreation and Depot Operations | 30 June 2025 | |
| Work in partnership with Healthy Loddon Campaspe to deliver actions specific to Macedon Ranges Shire | Partner/Deliver | In Progress | 10% | 10% | The Healthy Loddon Campaspe Project has successfully obtained funding for the following actions in the Macedon Ranges Shire: - Neighbourhood Houses Collective Community Gardening Project. - Veg on the Verge Community Gardening Project. - A continuation of the Healthy Schools Project. - Footpath and Fitness Equipment Activation Project, Kyneton. The Project also continues to facilitate the Local Partnership Group to oversee implementation of the funded projects, and provides support to the formation of a Food Network which aims to bring together community members and key stakeholders in the Macedon Ranges to collaborate on issues relevant to the local food system. | Coordinator Community and Social Planning | 30 June 2025 | |
| Continue to deliver the actions for the Municipal Public Health and Wellbeing Plan 2021–2025 | Deliver | In Progress | 10% | 10% | There are 23 actions remaining to be implemented in the final year of Council's Municipal Public Health and Wellbeing Plan (2021-2025). Action taken to date has included: -Council's Gambling Harm Minimisation Policy was adopted by Council on 16 September 2024.-The Free to be me - photography competition and two financial wellbeing workshops for women will mark the 16 Days of Activism against Gender-Based Violence. - Planning is underway to recognise further significant dates, including International Pronouns Day and International Day of People with Disability in the coming months. | Coordinator Community and Social Planning | 30 June 2025 | |
| Continue to deliver the actions for Elevate – Council's Youth Strategy 2018–2028 | Deliver | In Progress | 25% | 25% | Council will continue delivering the actions outlined in the "Elevate—Youth Strategy 2018-2028" through a range of programs co-designed with young people in 2025: School Holiday Program: BMX/skateboarding competitions, social swimming events, and professional skill development opportunities like barista and white card training. Youth Spaces: delivered weekly youth spaces in Kyneton and Woodend during school terms to foster social connections in safe environments provided by the Council. LGBTIQA+ Inclusion programs currently in development for 2025 delivery: IDAHOBIT Flag Raising Ceremony (May 2025), pre-IDAHOBIT events, and LGBTIQA+ Youth Formal (in partnership with Hepburn Springs and Mount Alexander Shire Councils). Accessibility and Inclusion: The Community Development and Youth team is developing guidelines for accessible and culturally safe event communications and actions, ensuring all youth events include young people with disabilities and diverse backgrounds. Youth Awards: The annual Youth Awards is currently in the development stage for 2025 delivery. It will continue to celebrate young people's contributions to the community. Youth Advisory Groups: In early 2025, multiple advisory groups will be established to co-design and lead key youth initiatives such as the Youth Engage Program (YEP!), Music in the Sticks (MITS), and climate action leadership (VLGP funded program). | Manager Community Strengthening | 30 June 2025 | |
| Continue to deliver the 2024-25 actions for the Disability Action Plan 2021–2025 | Deliver | In Progress | 10% | 10% | There are 18 actions remaining to be implemented in the final year of Council's Disability Action Plan (2021-2025). Action taken to date has included: - The progression of a review of DDA compliance information related to Council-owned and operated facilities. - Inclusion of specialist disability housing in the Social Housing Regional Needs Assessment Report and appropriate sites identified for consideration. - Planning for recognition of International Day of Persons with Disability. | Coordinator Community and Social Planning | 30 June 2025 | |

Council Plan – Year Four 2024/25 actions

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, volunteers, 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.

Strategic Priority - Encourage active and healthy lifestyles for people of all ages and abilities (continued)

| ACTION | COUNCIL ROLE | STATUS | TARGET % COMP. | ACTUAL % COMP. | PROGRESS COMMENTS | KEY CONTACT | COMP. DATE | Traffic light progress |
|--|--------------|-------------|----------------|----------------|---|----------------------------|--------------|------------------------|
| Continue to deliver the actions for Participate – Council's Positive Ageing Plan 2020–2025 | Deliver | In Progress | 25% | 25% | Council continues to deliver the actions in the Positive Ageing Plan, including to facilitate diverse and meaningful volunteer and work opportunities for older people (within and outside Council through various stakeholder and partnerships including internal programs like Aged Care Volunteer Visiting Scheme). Officers are exploring opportunities to enhance access to local programs, activities and events by organising transport education sessions that focus on medical transport and social engagement within and outside the shire. | Manager Community Services | 30 June 2025 | |

Strategic Priority - 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 | Traffic light progress |
|---|--------------------|-------------|----------------|----------------|---|----------------------------|--------------|------------------------|
| Continue to partner with the Department of Education and Training to support current education reforms, such as the rollout of three-year-old kindergarten in the Macedon Ranges Shire and School Readiness Funding | Facilitate/Partner | In Progress | 25% | 25% | The Early Years team is working closely with the Department of Education for the roll out three-year-old kindergarten and is on track to delivering 15 hours of three-year-old kindergarten across all of its sites in 2025. | Manager Community Services | 30 June 2025 | |
| Continue to provide and support access to quality kindergarten programs across the Shire | Deliver | In Progress | 25% | 25% | The Early Years team supported emerging leaders and evaluated workforce planning data to identify gaps and opportunities, developing a plan to support service growth in line with the Best Start, Best Life reform. | Manager Community Services | 30 June 2025 | |
| Continue to deliver actions for Council's Early Years Plan – CREATE | Deliver | In Progress | 25% | 25% | Council continues to deliver the actions for 'Early Years Plan – CREATE'. | Manager Community Services | 30 June 2025 | |
| Continue to strengthen municipal planning of early years services | Facilitate/Partner | In Progress | 25% | 25% | Council continues to work with the Department of Education in collecting and analysing data to inform the development of a new Kindergarten Infrastructure and Services Plan (KISP). In addition, Council continues to collaborate with key stakeholders in fulfilling Early Years Services' current and future workforce needs through planning and development. | Manager Community Services | 30 June 2025 | |
| Continue to explore the feasibility of Macedon Ranges Shire becoming a "Child Friendly Community" | Facilitate/Deliver | In Progress | 25% | 25% | Council continues to explore the feasibility of Macedon Ranges Shire becoming a 'Child Friendly Community' through activities such as commissioning the development of a child and young person consultation framework to sit alongside Council's recently endorsed updated Community Engagement Guidelines. | Manager Community Services | 30 June 2025 | |

Strategic Priority - 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 | Traffic light progress |
|--|--------------|-------------|----------------|----------------|--|----------------------------|--------------|------------------------|
| Continue to monitor the impacts of aged care reforms and work with service providers to advocate for the needs of older people | Advocate | In Progress | 25% | 25% | Council maintains a register to track the impact of Aged Care Reforms on our community and to provide feedback to the Commonwealth regarding the needs of those in the shire. Our current focus is on assessing the effects of the new single assessment framework and Home Support. There are plans to host educational sessions in the community to help residents understand these changes and navigate available services. | Manager Community Services | 30 June 2025 | |

Strategic Priority - Assist to improve mental wellbeing within the community

| ACTION | COUNCIL ROLE | STATUS | TARGET % COMP. | ACTUAL % COMP. | PROGRESS COMMENTS | KEY CONTACT | COMP. DATE | Traffic light progress |
|--|------------------|-------------|----------------|----------------|--|---------------------------------|--------------|------------------------|
| Continue to work with the Commonwealth and Victorian Governments to advocate for improved youth mental health services in the Macedon Ranges Shire | Advocate/Partner | Planning | 20% | 10% | Council continues its advocacy for improved youth mental health services: Advocacy Document: In collaboration with Sunbury Cobaw Community Health, Council has started drafting an advocacy document to enhance mental health services for young people. Benchmarking: The Community Development and Youth unit is learning from successful examples like Nillumbik Shire Council, which established a youth centre within three years, to inform local strategies. Further benchmarking is planned to strengthen these efforts. Consultation with Young People: Programs like the Youth Summit are providing platforms for young people to contribute directly to the advocacy process, ensuring their input helps shape the project's direction and outcomes. | Manager Community Strengthening | 30 June 2025 | |
| Independently assess the effectiveness, impact and efficiency of the current Live 4 life program in Macedon Ranges to inform future developments | Deliver | In Progress | 25% | 10% | Live 4 Life will undergo an evaluation process conducted by an external consultant to assess the program's effectiveness in contemporary school settings. Planning for the evaluation has already begun, with the process set to start in late 2024 and conclude in March 2025. The findings will provide valuable resources for presentation to Council and Councillors, informing future delivery and program developments. | Manager Community Strengthening | 30 June 2025 | |

Council Plan – Year Four 2024/25 actions

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 the Community Vision.

Strategic Priority - 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 | Traffic light progress |
|---|----------------------|-------------|----------------|----------------|--|--|--------------|------------------------|
| Implement key actions contained in Year 2 and 3 of Council's Economic Development Strategy 2021–2031, including support for local businesses and community stakeholders to develop and implement township plans, and support the delivery of Council's RAP and delivery actions to increase employment and business opportunities for Aboriginal and Torres Strait Islander Peoples | Implement/Facilitate | In progress | 25% | 25% | The Economic Development team are supporting township plans to be developed via the Thriving Villages program which is lead by Tourism Macedon Ranges with input from consultancy firm Village Well funded by state government, and other grants. The Program commenced in 2024 with a Regional workshop to create an overarching regional view and has progressed to town workshops to create town action plans. Lancefield and Romsey are working on actions in their plans, Riddells Creek town action plan workshop took place in September. A workshop between Dja Dja Wurrung and local government was attended in September looking at opportunities to collectively support economic activities through the DUMAWUL centre operations. | Manager Economic Development and Visitor Economy | 30 June 2025 | |
| Deliver the Autumn Festival | Deliver | In progress | 25% | 25% | Planning for the 2025 Macedon Ranges Autumn Festival is well underway. Businesses and event operators have been invited to submit their ideas for the Festival and tell Council how they will participate in the Pie & Tart Trail, Tipple Trail, or Edgy Veg Trail. The Festival will be held from 1 - 30 April 2025. | Manager Economic Development and Visitor Economy | 30 June 2025 | |
| Continue delivering actions from the Arts and Culture Strategy 2018–2028 | Partner/Deliver | In progress | 25% | 25% | Grant guidelines have been drafted and will go to Council for approval in early 2025. Applications for the 2025 round are expected to open late April and close late May 2025. | Manager Community Strengthening | 30 June 2025 | |

Strategic Priority - Encourage economic vitality (including tourism, agribusiness, buy local and local employment options) (continued)

| ACTION | COUNCIL ROLE | STATUS | TARGET % COMP. | ACTUAL % COMP. | PROGRESS COMMENTS | KEY CONTACT | COMP. DATE | Traffic light progress |
|--|------------------|-------------|----------------|----------------|--|--|--------------|------------------------|
| Identify and support initiatives that involve participatory arts practices | Deliver | In Progress | 25% | 25% | Programs like Creative Kids, led by local artists, will continue to be offered during school holidays, providing quality, innovative, and educational experiences for local children. The Creative Venues team is currently planning for 2025 and is seeking to identify local artists who can engage young people in meaningful creative processes, including visual arts, theatre, and dance. | Manager Community Strengthening | 30 June 2025 | |
| Deliver the 2025 Events and Festivals grant funding program | Partner/Deliver | In progress | 25% | 25% | Grant guidelines have been drafted and will go to Council for approval in early 2025. Applications for the 2025 round are expected to open late April and close late May 2025. | Manager Economic Development and Visitor Economy | 30 June 2025 | |
| Seek external funding to improve signage/ way finding within our town business centres | Deliver/Advocate | In progress | 25% | 25% | State government funding has now been secured to participate in a region-wide Wayfinding project. Each local government area (LGA) within the participating region has identified a trial site for new signage, with Hanging Rock the chosen location for Macedon Ranges. This new project is slated for completion in June 2025. Thriving Villages program workshops have identified signage as a priority and community teams are developing concepts. | Manager Economic Development and Visitor Economy | 30 June 2025 | |

Strategic Priority - Support local industry sectors that align with our Community Vision and strategies

| ACTION | COUNCIL ROLE | STATUS | TARGET % COMP. | ACTUAL % COMP. | PROGRESS COMMENTS | KEY CONTACT | COMP. DATE | Traffic light 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 | In progress | 25% | 25% | Support for local business groups continued with a focus on sharing grant funding opportunities and assisting with the Thriving Villages and Town Activation Plan process. Quarterly meetings are now in place and facilitated by Tourism Macedon Ranges with a meeting taking place on 6 August. The Thriving Villages project has provided an opportunity, support and focus for both Malmsbury and Gisborne, where no formal business network exists. | Manager Economic Development and Visitor Economy | 30 June 2025 | |
| Deliver the 2024 Macedon Ranges Business Excellence Awards program | Deliver | Complete | 100% | 100% | A well-supported and highly successful Business Excellence Awards program was delivered. The application and judging process culminated in the Awards Gala Event at Mt Macedon Winery in August. Quality applications were received across all categories with worthy finalists and winners being celebrated at the Gala Event and promoted widely via social and print media post event. A highlight of the 2024 business awards, in addition to the local business heroes being acknowledged, was the role played by local MC Shane Jacobson in making the event such a success. Planning is now beginning for the 2025 Community Choice Awards. | Manager Economic Development and Visitor Economy | 30 June 2025 | |
| Continue to promote local purchasing and the circular economy | Deliver | In progress | 25% | 25% | A different local business was featured in each of the July, August and September Business E News publications. All finalists and winners in the 2024 Business Excellence Awards were promoted widely via print and social media. A tour of the Kyneton Resource Recovery Centre was arranged that included counterparts from neighbouring shires with a focus on circular economy opportunities. A follow up meeting built a foundation for a future collaboration between Hepburn, Mt Alexander and Macedon Ranges Shire Councils. Team members are building knowledge through resources, short courses and webinars facilitated by Sustainability Victoria. | Manager Economic Development and Visitor Economy | 30 June 2025 | |

Council Plan – Year Four 2024/25 actions

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 the Community Vision.

Strategic Priority - Support local industry sectors that align with our Community Vision and strategies (continued)

| ACTION | COUNCIL ROLE | STATUS | TARGET % COMP. | ACTUAL % COMP. | PROGRESS COMMENTS | KEY CONTACT | COMP. DATE | Traffic light progress |
|--|--------------|-------------|----------------|----------------|--|--|--------------|------------------------|
| Support Startup Central Vic to deliver support to new startup businesses across the region | Advocate | In progress | 25% | 25% | Economic Development team continue to support Startup Central Victoria via participation in all scheduled consortium meetings and promote via Economic Development monthly eNews. A relationship was facilitated by the Economic Development team between Startup Central Victoria and Holmesglen TAFE for Startup Central Vic to attend the Holmesglen "Launch Into Business" workshop. The workshop, supported by the Economic Development team held in Romsey to promote Holmesglen's Self Employment Assistance Program, resulted in four Macedon Ranges located startups who attended the workshop electing to join the Startup Central Victoria business incubator 12 month program. | Manager Economic Development and Visitor Economy | 30 June 2025 | |

Strategic Priority - Support small business and the local economy

| ACTION | COUNCIL ROLE | STATUS | TARGET % COMP. | ACTUAL % COMP. | PROGRESS COMMENTS | KEY CONTACT | COMP. DATE | Traffic light progress |
|--|--------------|-------------|----------------|----------------|---|--|--------------|------------------------|
| Maintain <i>Small Business Friendly Charter</i> status, including relevant increasing responsiveness, engagement, process streamlining, and facilitating business networks | Deliver | In progress | 25% | 25% | Small Business Friendly Status was maintained with a focus on processing invoices from local businesses within the prescribed timelines, engaging with and supporting local business groups, and seeking to minimise disruption to local businesses when major works were being planned and delivered. In addition the introduction of the Development Assessment Team process streamlined access to guidance and support for significant developments. | Manager Economic Development and Visitor Economy | 30 June 2025 | |
| Support the local economy by encouraging procurement to be undertaken locally | Advocate | In progress | 10% | 10% | The annual procurement and tendering information session was delivered in August with over 30 people attending, representing more than 20 local businesses. Attendees were made aware of the most effective way to go about applying for council tenders and what opportunities were in the pipeline. To improve the likelihood of a successful tender, a free OH&S essentials workshop was delivered as part of the package. | Manager Economic Development and Visitor Economy | 30 June 2025 | |

Strategic Priority - 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 | Traffic light progress |
|---|------------------|-------------|----------------|----------------|--|--|--------------|------------------------|
| Continue to advocate for improved telecommunications infrastructure, with a focus on blackspots | Advocate | In progress | 10% | 10% | Following discussions with local telecommunications service and infrastructure providers, the first steps in developing a Digital Plan for the Macedon Ranges were put in place. A Digital Plan template was completed in September. Workshops including representatives from several council teams and infrastructure providers have been scheduled for early October with a view to populating the Digital Plan. To inform the Digital Plan, an audit of publicly available Wi-Fi was also undertaken in August. | Manager Economic Development and Visitor Economy | 30 June 2025 | |
| Actively participate in government reviews and initiatives to increase provision of service and awareness of issues | Advocate/Partner | In progress | 25% | 25% | Development of a Macedon Ranges Digital Plan is underway to assist in the planning of initiatives. Key points to be included are a lack of consistency in connectivity, the need to minimise outages, digital literacy, affordability and reliability - especially during natural disasters/emergencies. | Manager Economic Development and Visitor Economy | 30 June 2025 | |

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.

Strategic Priority - 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 | Traffic light progress |
|--|--------------|-------------|----------------|----------------|--|------------------------------------|--------------|------------------------|
| Redevelop Council's ongoing continuous improvement and service review program | Deliver | In Progress | 25% | 25% | Generic Terms of Reference for service reviews have been endorsed, including governance structure and key milestones. Three services have commenced review. | Manager Governance and Performance | 30 June 2025 | |
| Continue to review and update long-term financial and infrastructure planning to guide our budget decisions, to ensure they are responsible and sustainable; noting the development of the new plans (Council, Financial, Revenue and Rating and Asset Plan) must be adopted by Council by 31 October in the year following a general election | Deliver | In Progress | 25% | 25% | The Long Term Financial Plan was updated with Council's financial position as at 30 June 2024. The updated plan will enable officers to continue to work through refining the long term financial plan to incorporate the inclusions of the 2025/26 budget and future year capital works, borrowings and service delivery. | Manager Finance and Reporting | 30 June 2025 | |
| Meet financial reporting requirements, in line with the Local Government Integrated Strategic Planning and Reporting Framework | Deliver | In Progress | 25% | 25% | The financial reports for the fourth quarter of the 2023/24 financial year have been prepared and presented in accordance with statutory obligations. These reports provide a comprehensive overview of Council's financial performance, ensuring transparency and accountability. | Manager Finance and Reporting | 30 June 2025 | |
| Commence program of service planning across which will enable Council to continuously plan, strategically review and improve its services | Deliver | In Progress | 25% | 25% | Terms of Reference and budget have been approved for three service reviews. | Manager Governance and Performance | 30 June 2025 | |

Council Plan – Year Four 2024/25 actions

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.

Strategic Priority - 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 | Traffic light progress |
|---|--------------|-------------|----------------|----------------|---|------------------------------------|--------------|------------------------|
| Implement actions arising from the 2024 Employee Engagement Pulse survey, and integrate responses to feedback into organisational actions and plans | Deliver | In Progress | 25% | 25% | All directorates have set Roadmap action plans and a Council wide action plan has also been established. Leaders were encouraged to link these actions to their Professional Development Plan (PDP) goals where relevant. The Council wide and People and Wellbeing commitments have been shared with all staff. Updates on these actions will be provided to all staff in November and February for accountability and transparency. | Manager People and Wellbeing | 30 June 2025 | |
| Complete the roll-out of Council's capability focused training and development program to ensure continuous improvement across our capability framework whilst offering access to required skills and compliance training | Deliver | In Progress | 25% | 25% | The MRSC learning and development (L&D) framework incorporates a number of tailored programs connected to our capability framework. In Q1 we have launched the 2024/25 opt in calendar of development opportunities, as well as finalised the design of the EVOLVE for Outdoor Leaders program for the financial year. We have commenced roll out of the EVOLVE for Leaders program and in Q2 we will work on the design of a Learn to Lead program for emerging leaders, as well as a program tailored for our Administrators across Council. In Q1 we also finalised a review of our compliance training suite and will continue to work towards 100% compliance across the organisation in Q2. | Manager People and Wellbeing | 30 June 2025 | |
| Progress the redevelopment of Council's suite of core Plans and Strategies in line with the requirements of Local Government Act 2020 following the Council election | Deliver | In Progress | 25% | 25% | Officers are working collaboratively to prepare for the deliberative engagement process. The recruitment of the Community Assembly is near completion. Council has completed a Request for Quotation (RFQ) to appoint a suitably qualified facilitator to deliver part one of the process. A project plan has been developed to guide the organisation in updating the identified policies, ensuring alignment with the requirements of the Local Government Act 2020. | Manager Governance and Performance | 30 June 2025 | |
| Review the software requirements and solutions of Council to ensure that they support our organisational needs in accordance with relevant IT Strategies | Deliver | In Progress | 10% | 10% | This is an ongoing review of all systems currently in use at Council. Current focus is on SharePoint/Microsoft 365 and Pathway UX rollout. | Manager Information Services | 30 June 2025 | |

Strategic Priority - 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 | Traffic light progress |
|---|--------------------|-------------|----------------|----------------|--|-------------------------------------|--------------|------------------------|
| Continue to actively participate in community and government networks and regional alliances | Partner/Facilitate | Ongoing BAU | 25% | 25% | Macedon Ranges Shire Council has made submissions at hearings by both the Australian and Victorian Governments on the Sustainability of Local Government. These presentations were made in support of detailed written submissions to each. Other network meetings supported in the period included the Loddon Campaspe Councils CEO Meeting, Taungurung Local Government Forum, Rural Councils Victoria CEO and Director Event, Local Government Professionals CEO and Director session and the Australian Local Government Association National General Assembly. | Manager Communications and Advocacy | 30 June 2025 | |
| Continue to actively meet local members and key decision makers to influence positive outcomes for the Macedon Ranges community | Partner/Facilitate | Ongoing BAU | 25% | 25% | During the reporting period the CEO and Manager Communications and Advocacy have met with State Member for Macedon Mary Ann Thomas and key staff, Federal Member for McEwen Rob Mitchell and key staff and had interactions with Federal Member for Bendigo Lisa Chesters. During these interactions an updated copy of Council's Priority Projects Prospectus has been supplied and discussed. During the reporting period the CEO and Manager Communications and Advocacy have also met with Jason McClintock (Federal Liberal Candidate for McEwen) and Andrew Lethlean (Federal Nationals Candidate for Bendigo) and a conversation has been had with Matthew Evans (Federal Liberal Candidate for Bendigo). Each candidate has been supplied with the Priority Projects Prospectus. Monthly State and Federal Key Project Updates have been supplied to each local member. Manager for Communications and Advocacy has attended events featuring the Premier Jacinta Allan and Minister for Local Government Melissa Horne. | Manager Communications and Advocacy | 30 June 2025 | |
| Facilitate Deliberative Engagement following the election of the new Council and enhance ongoing community consultation practices | Facilitate/Deliver | In Progress | 25% | 25% | Recruitment of community assembly well underway and facilitator appointed. | Manager Communications and Advocacy | 30 June 2025 | |
| Work with the Victorian Electoral Commission to deliver a successful election during October 2024, including attracting candidates, providing facilities, and information as required | Facilitate/Deliver | In Progress | 75% | 75% | Officers have continued to liaise with the Victorian Electoral Commission through this period. Council has delivered 3 election information sessions and has ensured that all requirements were met regarding the preparation of the voters roll. | Manager Governance and Performance | 30 June 2025 | |

Council Plan – Year Four 2024/25 actions

| 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. | | | | | | | | |
| Strategic Priority - Enhance customer experience through the transformation of our services, to ensure they are easy to access and provide user-friendly experiences | | | | | | | | |
| ACTION | COUNCIL ROLE | STATUS | TARGET % COMP. | ACTUAL % COMP. | PROGRESS COMMENTS | KEY CONTACT | COMP. DATE | Traffic light progress |
| Implement actions from the review of the Customer Request System, with the aim of improving our customer service experience and response times for ratepayers | Deliver | In Progress | 25% | 25% | Review of Customer Service Enquiries and Complaints recommendations 2, 11 and 12 implemented in July 2024. Remaining actions in progress. | Manager Community Strengthening | 30 June 2025 | |
| Continue to implement the actions of the Information Services Digital Strategy 2022-26 so they are delivered in accordance with the yearly Work Plan, ensuring digital platforms are accessible and fit for purpose for all community members | Deliver | In Progress | 25% | 25% | We continue to deliver the work plan in each year. | Manager Information Services | 30 June 2025 | |
| Strategic Priority - 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 | Traffic light progress |
| Comply with legislative external reporting and disclosure obligations, and progress the redevelopment of internal monitoring and reporting frameworks to demonstrate transparency to the community | Deliver | In Progress | 25% | 25% | Officers continue to meet external reporting and disclosure obligations, progressing work with External Auditors to prepare the Performance and Financial Statements for the Annual Report in Q2, while also developing the Report of Operations to enhance internal monitoring and transparency for the community. | Manager Governance and Performance | 30 June 2025 | |
| Complete the induction and training of elected councillors to enable effective decision making by ensuring understanding of the Governance role of Council, Council's performance, and priorities for the community | Deliver | In Progress | 50% | 50% | Officers are continuing to progress and finalise plans for the induction and training of elected councillors, which is scheduled for completion in Q2. The induction schedule has been reviewed by the Working Group and is set for delivery following the conclusion of the election and the swearing-in of councillors. | Manager Governance and Performance | 30 June 2025 | |
| Strategic Priority -Reporting on our measures of success to the community | | | | | | | | |
| ACTION | COUNCIL ROLE | STATUS | TARGET % COMP. | ACTUAL % COMP. | PROGRESS COMMENTS | KEY CONTACT | COMP. DATE | Traffic light progress |
| Report on the delivery of Year 3 actions of the Council Plan | Deliver | In Progress | 60% | 80% | The Annual Report includes the progress on the delivery of Year 3 actions of the Council Plan. A draft annual report was presented to Councillors at the 24 September Councillor Briefing. Their feedback is being incorporated into the Annual Report which will be received by Council at the 23 October 2024 Council Meeting. | Manager Communications and Advocacy | 31 October 2024 | |

Capital Works Performance

July to September

1st Quarter 2024-25

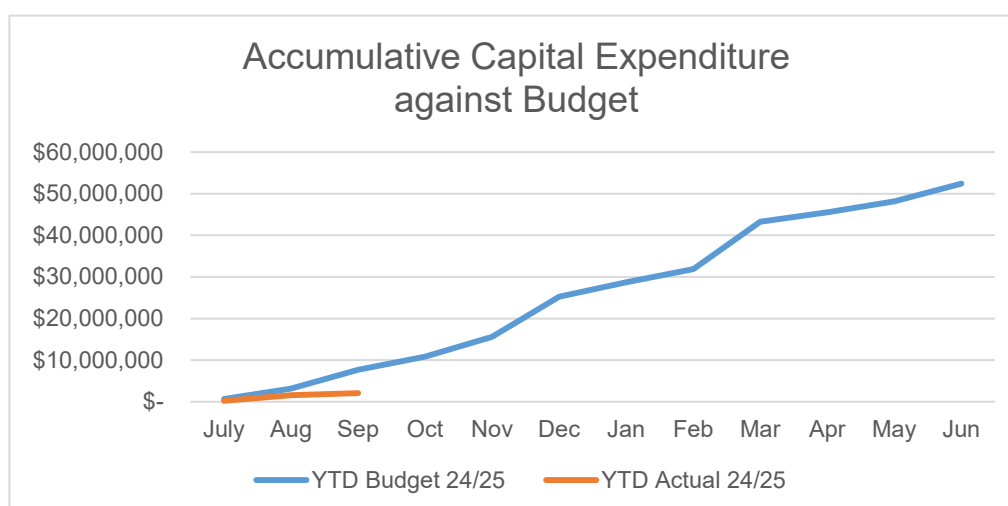
- \$2.06M of capital works has been delivered at 30 September 2024.
- Kyneton bluestone heritage kerb renewal program works have been completed.
- High percentage of the crushed rock resheet program has been carried out. The gravel resheeting will be spread out in the next 3-4 months with the remaining of the crushed rock to be done towards the end of the financial year to allow for wet weather.
- Kyneton Mechanics Institute building renewal project, this project has been completed with works finishing in August.
- The Gilbert Gordon pavilion renewal works project is partially completed with carpet replacement works completed in late September 2024. Deck replacement works scheduled for completion in November 2024.



CAPITAL WORKS STATEMENT

As at 30 September 2024

| | 2024/25 Annual Budget \$'000 | 2024/25 September Budget \$'000 | 2024/25 September Actuals \$'000 | 2024/25 September Variance \$'000 |
|--|---------------------------------------|--|---|--|
| Property | | | | |
| Land and land improvements | 0 | 0 | 4 | - 4 |
| Buildings and building improvements | 5,593 | 1,009 | 421 | 588 |
| Total property | 5,593 | 1,009 | 425 | 584 |
| Plant and equipment | | | | |
| Plant, machinery and equipment | 2,482 | 244 | 45 | 199 |
| Computers and telecommunications | 351 | 82 | 90 | (8) |
| Total plant and equipment | 2,833 | 326 | 135 | 191 |
| Infrastructure | | | | |
| Roads | 16,581 | 1,016 | 857 | 159 |
| Bridges | 1,060 | 277 | 25 | 252 |
| Footpaths and Cycleways | 12,163 | 2,823 | 69 | 2,754 |
| Drainage | 1,055 | 315 | 34 | 281 |
| Recreational, leisure and community facilities | 11,247 | 1,554 | 383 | 1,171 |
| Parks, open space and streetscapes | 224 | 154 | 39 | 115 |
| Other infrastructure | 1,656 | 199 | 102 | 97 |
| Total infrastructure | 43,987 | 6,338 | 1,509 | 4,829 |
| Total capital works expenditure | 52,413 | 7,673 | 2,069 | 5,604 |



Governance Summary

July to September

1st Quarter 2024-25



- 77% of 1st quarter resolutions have been completed.
- Of the 19 aged resolutions in progress at the start of the quarter, eight resolutions were completed leaving only 11 aged resolutions open.
- Council's Statutory obligations remain compliant.
- Adopted the following:
 - Gisborne Futures Structure Plan - July 2024
 - Community Climate Action Grants Guidelines 2024/25
 - Environment Group Support Grants Guidelines 2024/25
 - Terms of Reference - Environment Group Support and Community Climate Action Grants - Assessment Panels
 - Councillor and Delegated Committee Support and Expenses Policy
 - Councillor and Committee Member Gifts, Benefits and Hospitality Policy
 - Australia Day Grants Guidelines 2025
 - Gambling Harm Minimisation Policy
- Endorsed the following for public consultation:
 - Draft Lancefield Park Master Plan
 - Draft Macedon Ranges Community Equestrian Plan
 - Draft Kyneton Urban Design Framework
 - Draft Reconciliation Plan 2024-27

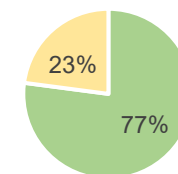
COUNCIL RESOLUTIONS

Reporting Period 1/07/2024 - 30/09/2024

Council Resolutions made during the period 1/07/2024 - 30/09/2024 are summarised below:

| Dates of Meetings | Meeting Type | No. of Resolutions | Complete (No.) | Complete (%) | In Progress (No.) | In Progress (%) |
|------------------------------|--------------------|--------------------|----------------|--------------|-------------------|-----------------|
| 10/07/2024 | Planning Delegated | 1 | 1 | 100% | 0 | 0% |
| 24/07/2024 | Council Meeting | 13 | 10 | 77% | 3 | 23% |
| 28/08/2024 | Council Meeting | 17 | 14 | 82% | 3 | 18% |
| 11/09/2024 | Planning Delegated | 1 | 1 | 100% | 0 | 0% |
| 16/09/2024 | Council Meeting | 17 | 12 | 71% | 5 | 29% |
| Total for the Quarter | | 48 | 37 | 77% | 11 | 23% |

Council Resolutions
1 July 2024 to 30 Sept 2024

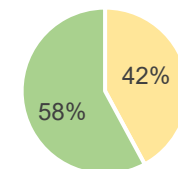


■ Complete ■ In progress

Prior years/quarters Council Resolutions that are still in progress are summarised below:

| Financial year of meeting | Meeting Type | No. of Resolutions | Complete (No.) | Complete (%) | In Progress (No.) | In Progress (%) |
|------------------------------|-----------------|--------------------|----------------|--------------|-------------------|-----------------|
| 2019-20 | Council Meeting | 2 | 0 | 0% | 2 | 100% |
| 2020-21 | Council Meeting | 3 | 1 | 33% | 2 | 67% |
| 2021-22 | Council Meeting | 1 | 0 | 0% | 1 | 100% |
| 2022-23 | Council Meeting | 1 | 0 | 0% | 1 | 100% |
| 2023-24 | Council Meeting | 12 | 7 | 58% | 5 | 42% |
| Total for the Quarter | | 19 | 8 | 42% | 11 | 58% |

Council Resolutions
Prior years/quarters



■ Complete ■ In progress

COUNCIL RESOLUTIONS

Reporting Period 1/07/2024 - 30/09/2024

| Directorate | Date | Meeting type | Report link | Comment (Council resolution update) | Actioning officer | Status description | % completed |
|--------------------------|------------|------------------------------|--|--|-----------------------------------|--------------------|-------------|
| Planning and Environment | 10/07/2024 | Planning Delegated Committee | Submission - Draft Macedon Ranges Planning Scheme Amendment C161macr That the Committee endorses the attached submission being made to the State Government Development Facilitation Program to oppose Planning Scheme Amendment C161macr. | Completed, No Further Action. | Director Planning and Environment | Completed | 100% |
| Assets and Operations | 24/07/2024 | Scheduled | Draft Macedon Ranges Community Equestrian Plan That Council endorses releasing the draft Macedon Ranges Community Equestrian Plan for four weeks of community consultation. | The Macedon Ranges Community Equestrian Plan was endorsed and released by Council for a four-week community consultation period from July to August 2024. Officers are currently reviewing the feedback received to finalise the Plan and will seek final endorsement at a future Scheduled Council Meeting (SCM). | Director Assets and Operations | In Progress | 60% |
| Assets and Operations | 24/07/2024 | Scheduled | Capital Works Monitoring ****SEE MINUTES FOR FULL RESOLUTION**** | Completed - reflected in both the Project Lifecycle Management (PLM) and Finance systems and the relevant officers have been advised to take actions. | Director Assets and Operations | Completed | 100% |
| Assets and Operations | 24/07/2024 | Scheduled | Draft Lancefield Park Master Plan 2024 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. | The Draft Lancefield Master Plan was endorsed and released by Council for a four-week community consultation period from July to August 2024. Officers are currently reviewing the feedback received to finalise the Plan and will seek final endorsement at a future Scheduled Council Meeting (SCM). | Director Assets and Operations | In Progress | 60% |
| Chief Executive | 24/07/2024 | Scheduled | Community Satisfaction Survey Result 2024 That Council notes the findings of the 2024 Community Satisfaction Survey. | Council noted the findings of the 2024 Community Satisfaction Survey. | Chief Executive | Completed | 100% |
| Community | 24/07/2024 | Scheduled | Community Funding Scheme & Neighbourhood House Funding Program 2024 - Funding Recommendations 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. | Completed - 1. Approved, 2. Approved, 3. Notified, 4. Approved. | Director Community | Completed | 100% |
| Community | 24/07/2024 | Scheduled | Draft Reconciliation Action Plan 2024 That Council endorses the release of the draft Reconciliation Action Plan 2024 actions for public comment for a period of four weeks. | Completed - consultation held 25 July – 22 August 2024. | Director Community | Completed | 100% |
| Community | 24/07/2024 | Scheduled | Gambling Harm Prevention Policy That Council defers the Gambling Harm Prevention Policy report to the 28 August 2024 Scheduled Council Meeting. | Completed - Item deferred to August 2024 SCM. No further action. | Director Community | Completed | 100% |
| Corporate | 24/07/2024 | Scheduled | Response to Petition - Public Land Acquisition - 18 Kilmore Road, Gisborne 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. | Resolution in progress. | Director Corporate | In Progress | 50% |
| Corporate | 24/07/2024 | Scheduled | Instruments of Appointment and Authorisation 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. | No further action required. | Director Corporate | Completed | 100% |
| Corporate | 24/07/2024 | Scheduled | Audit and Risk Committee Biannual Report - June 2024 That Council notes the Audit and Risk Committee Biannual Report - June 2024 and thanks the committee for the report. | Resolution noted. | Director Corporate | Completed | 100% |
| Planning and Environment | 24/07/2024 | Scheduled | Community Climate Action and Environment Group Support Grants Guidelines 2024/25 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. | Completed. | Director Planning and Environment | Completed | 100% |
| Planning and Environment | 24/07/2024 | Scheduled | Draft Gisborne Futures Structure Plan for adoption 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. | Completed. | Director Planning and Environment | Completed | 100% |
| Planning and Environment | 24/07/2024 | Scheduled | 2024 Macedon Ranges Events and Festivals Grant Program 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. | Completed - Letters have been sent to both successful and unsuccessful applicants. | Director Planning and Environment | Completed | 100% |
| Assets and Operations | 28/08/2024 | Scheduled | Barkly Square Multipurpose Facility Location hat Council endorses the Western Option location and progresses with design for the future Barkly Square Multipurpose Facility. | At a Scheduled Council Meeting (SCM) in August 2024, Council endorsed the Western Option location and will progress with the design for the future Barkly Square Multipurpose Facility. | Director Assets and Operations | In Progress | 60% |

COUNCIL RESOLUTIONS

Reporting Period 1/07/2024 - 30/09/2024

| Directorate | Date | Meeting type | Report link | Comment (Council resolution update) | Actioning officer | Status description | % completed |
|-----------------------|------------|--------------|--|--|--------------------------------|--------------------|-------------|
| Assets and Operations | 28/08/2024 | Scheduled | Request for Inclusion of a Road onto the Public Road Register - Magnet Lane, New Gisborne That Council resolves not to include the existing unmaintained access track section of Magnet Lane in the Register of Public Roads and advises the requestor of this decision. | Council resolution noted. Requestor has been advised of Council's decision. | Director Assets and Operations | Completed | 100% |
| Assets and Operations | 28/08/2024 | Scheduled | Capital Works Monitoring That Council:, 1.Adopts the following changes to the Capital Works Program budget relating the following infrastructure projects:, (a)101268 – Gilbert Gordon Social clubrooms renewal: Increase budget by\$18,224,; (b)100835 – Bridge Design Darraweit Valley Road Darraweit Gum: Increase budget by \$38,000; 2.Note that Recommendation 1 (above) results in a surplus of \$343,776 in the Financial Year 2024/2025 Capital Works Program Budget. | Completed - reflected in both the PLM and Finance systems and the relevant officers have been advised to take actions. | Director Assets and Operations | Completed | 100% |
| Assets and Operations | 28/08/2024 | Scheduled | Management of Unsealed Roads Within Township Boundaries That Council: 1.Proceeds with the Special Charge Scheme process for Noonan Grove, Woodend, under the previous Special Charge Scheme Policy (Special Charge Scheme for Infrastructure Works Policy 2018)., 2.Prepare a detailed Special Charge Scheme for sealing of the unsealed section of Noonan Grove for future Council consideration; including further direct contact with benefiting residents., 3.Supports undertaking an unsealed road network condition audit to inform the future management of Council's unsealed road network., 4.Supports the trial of a "Light Pavement and Spray Seal" for suitable unsealed roads within township boundaries., 5.Notes officers will prepare matrix criteria and strategy to determine the priority and suitable treatment options for various unsealed road types in townships. | In progress - Resolution 1: Noted. Resolution 2: Engineering team is updating the costing for Noonan Grove and will engage the residents in November 2024 after Council election in October 2024. Resolution 3: Officers to submit a business case for consideration in 2025/2026. Resolution 4: A trial will be conducted following completion of the unsealed road condition audit. Resolution 5: The matrix criteria will be established concurrently with the unsealed road condition audit. | Director Assets and Operations | In Progress | 10% |
| Assets and Operations | 28/08/2024 | Scheduled | Request for Inclusion of an Access Lane onto the Public Road Register - Access Lane, High Street, Kyneton That Council resolves not to include the existing unmaintained access lane section of High Street Kyneton in the Register of Public Roads and advises the requestor of this decision. | Council resolution noted. Requestor has been advised of Council's decision. | Director Assets and Operations | Completed | 100% |
| Assets and Operations | 28/08/2024 | Scheduled | Request for Inclusion of Road onto the Public Road Register - Red Gap Road, Lancefield That Council defers this item for consideration until the Scheduled Council Meeting on 26 October 2024. | Council resolution noted and officers will prepare a report for the October 2024 Scheduled Council meeting. | Director Assets and Operations | In Progress | 50% |
| Assets and Operations | 28/08/2024 | Scheduled | C2024-68 Kerbside Collection, Transport and Processing Services Tender outcome ***CONFIDENTIAL RESOLUTION*** | Council resolution noted and action undertaken. | Director Assets and Operations | Completed | 100% |
| Chief Executive | 28/08/2024 | Scheduled | Report from the 2024 National General Assembly of Local Government held in Canberra between 2-5 July 2024 That Council notes the report following attendance by Mayor, Councillor Annette Death and Acting Chief Executive Officer, Rebecca Stockfeld at the 2024 National General Assembly, incorporating the Australian Council of Local Government meeting, which was held in Canberra between 2-5 July 2024. | Council noted the report. | Chief Executive | Completed | 100% |
| Community | 28/08/2024 | Scheduled | Gambling Harm Minimisation Policy That Council:, 1. adopts the Gambling Harm Minimisation Policy with changes including the following Point 5 to replace both Point 5 and Point 6 of the Regulate section, and for the remaining items in the Regulate section to be renumbered appropriately,; 5.Council will engage with any current EGM holder who leases Council owned or managed land and/or facility (and operates the EGMs from that land and/or facility) that is due for renewal at least two years prior to the expiry of the council lease to discuss the implications of this policy. Council will also provide guidance on avenues for support that will encourage the lease holder to plan for and relinquish their EGM licence, and divest themselves of EGMs over an agreed time frame., 2. revokes the previously adopted Electronic Gaming Machine (Pokies)Community Policy as of Thursday 29 August 2024. | Decision rescinded 16 Sep 2024. No further action. | Director Community | Completed | 100% |
| Community | 28/08/2024 | Scheduled | Australia Day Grants Guidelines That Council:, 1. Adopts the Draft Australia Day Grants Guidelines 2025,; 2.Opens applications for the 2025 Australia Day Grants from 2 to 29 September2024; and, 3.Notes that as resolved in September 2022, the determination of the Australia Day Grants has been delegated to the Chief Executive Officer. | Completed - 1. Guidelines adopted and published on website. 2. Applications open from 2 Sep to 29 Sep 2024. 3. Noted. | Director Community | Completed | 100% |
| Community | 28/08/2024 | Scheduled | Community Awards Review That Council:, 1.Endorses the Community Awards ceremony to be held in May during National Volunteer Week from 2025 onwards., 2.Updates the Community Awards categories as described in this report. | Completed - 1. Endorsed. Awards to be held in May from 2025 onwards. 2. Updated, no further action. | Director Community | Completed | 100% |
| Corporate | 28/08/2024 | Scheduled | Contracts to be awarded as at August 2024 That Council notes that the following contracts will be awarded by Council officers under delegated authority:, 1.C2025-73 Floodlighting Upgrade Riddells Creek Football Oval, 2.C2025-74 Footbridge Replacement Gisborne Botanic Gardens | Resolution noted. | Director Corporate | Completed | 100% |
| Corporate | 28/08/2024 | Scheduled | Draft Councillor and Delegated Committee Support and Expenses Policy and Draft Councillor and Committee Member Gifts, Benefits and Hospitality Policy That Council:, 1.Adopts the draft Councillor and Delegated Committee Support and Expenses Policy effective 29 August 2024 revoking all previous versions of the policy., 2.Adopts the draft Councillor and Committee Member Gifts, Benefits and Hospitality Policy effective 29 August 2024 revoking all previous versions of the policy. | Policies adopted. | Director Corporate | Completed | 100% |
| Corporate | 28/08/2024 | Scheduled | Instruments of Appointment and Authorisation That Council resolves that in the exercise of the powers conferred by section 147(4) of the Planning and Environment Act 1987 and section 313 of the Local Government Act 2020 Act., 1.Council officers named in the Instruments of Appointment and Authorisation provided in Attachment 1 be appointed and authorised,; 2.The Instruments of Appointment and Authorisation come into force upon signing and remain in force until Council determines to vary or revoke these,; 3.The Instruments of Appointment and Authorisation in Attachment 1 be signed; and, 4.The Instrument of Appointment and Authorisation for John Perry be revoked. | Instruments signed, no further action required. | Director Corporate | Completed | 100% |

COUNCIL RESOLUTIONS

Reporting Period 1/07/2024 - 30/09/2024

| Directorate | Date | Meeting type | Report link | Comment (Council resolution update) | Actioning officer | Status description | % completed |
|--------------------------|------------|------------------------------|---|--|-----------------------------------|--------------------|-------------|
| Corporate | 28/08/2024 | Scheduled | Petitions in relation to a Multi-use Rectangular Sports Pitch in Woodend That Council:, 1.Notes the two petitions, one electronic and one hardcopy, from Alistair Fletcher on the matter of a multi-use rectangular sports pitch in Woodend with 112 and 153 signatories respectively;, 2.Notes that the petitions have been circulated to all Councillors confidentially as they contain personal information; and, 3.Requests the Chief Executive to provide a report in response to these petitions to be presented at the 16 September 2024 Council Meeting. | Report presented at September Council Meeting. | Director Corporate | Completed | 100% |
| Planning and Environment | 28/08/2024 | Scheduled | Draft Macedon Ranges Heritage Strategy 2024-2034 That Council:, 1.Adopts the draft Macedon Ranges Heritage Strategy 2024-2034., 2.Notifies all submitters regarding this resolution and thanks them for their feedback and participation. | Completed. | Director Planning and Environment | Completed | 100% |
| Planning and Environment | 28/08/2024 | Scheduled | Plan for Victoria Submission That Council endorse the Submission to Plan for Victoria and submits it to the Department of Transport and Planning with the following alteration that paragraph 3 after the heading "Refine the draft housing targets to account for infill development in regional areas" be replaced with:, Council believes it can theoretically meet the housing target, however it is our position that not including areas of infill within this target is shortsighted. | Completed. | Director Planning and Environment | Completed | 100% |
| Planning and Environment | 11/09/2024 | Planning Delegated Committee | HEARING OF SUBMITTERS IN RESPECT OF APPLICATION FOR A PLANNING PERMIT - PLN/2023/333 - Use and development of a single dwelling and an associated outbuilding (shed) That the Planning Delegated Committee: 1.Notes that no submissions were received in relation to Application PLN/2023/333 - Use and development of a single dwelling and an associated outbuilding (shed); and 2.Requests that recommendations be prepared, based on all relevant information, for consideration and determination at the next Scheduled Planning Delegated Committee Meeting on 9 October 2024. | Completed. | Director Planning and Environment | Completed | 100% |
| Assets and Operations | 16/09/2024 | Scheduled | Bus Stop and Shelter Audit That Council:, 1.Endorses closing Notice of Motion No 8/2020-21 arising from the Council Meeting held on 16 December 2020., 2.Notes advocacy will continue regarding development of bus shelters within Macedon Ranges Shire Council with the Department of Transport and Planning. | Resolution 1: Complete - Notice of Motion 8.2020/21 has been closed. Resolution 2: Complete - Noting ongoing advocacy will continue with the Department of Transport and Planning. | Director Assets and Operations | Completed | 100% |
| Assets and Operations | 16/09/2024 | Scheduled | Request for Inclusion of Road into the Public Road Register - Service Lane, Kilmore-Lancefield Road, Goldie That Council:, 1.Resolves to extend the timeframe to 30 March 2025 for Council to receive a financial contribution from impacted property owners to the upgrade of the Service Lane, Kilmore – Lancefield Road, Goldie, for inclusion into the Public Road Register; and, 2.Notifies the residents of Council's decision. | In progress - Resolution 1: Noted - Officers will continue to work with residents to receive a financial contribution to upgrade the Service Lane for inclusion onto the Public Road Register. Resolution 2: Complete - residents have been advised of Council's resolution. | Director Assets and Operations | In Progress | 50% |
| Assets and Operations | 16/09/2024 | Scheduled | Capital Works Monitoring ****SEE MINUTES FOR FULL RESOLUTION**** | Completed - reflected in both the PLM and Finance systems and the relevant officers have been advised to take actions. | Director Assets and Operations | Completed | 100% |
| Assets and Operations | 16/09/2024 | Scheduled | Response to Petition: Woodend Multipurpose Field That Council:, 1.Notes the Officer's report in response to the petition regarding the development of a multi-use rectangular pitch / sports field at Woodend Racecourse Reserve or Quahlee Park within the Woodend Township by the end of 2024;, 2.Resolves to refer potential planning and development of a multi-use rectangular pitch and associated infrastructure to the Racecourse Reserve Master Plan development process; and, 3.Notifies the lead petitioner of this recommendation and the development of the Woodend Racecourse Reserve Master Plan. | Resolution 1: Noted. Resolution 2: Officers will incorporate the potential planning and development of a multi-use rectangular pitch and associated infrastructure into the Racecourse Reserve Master Plan development process. This will ensure that the project aligns with the broader vision and strategy for the Reserve, with all relevant stakeholders being engaged during the consultation and planning stages of the Master Plan. Resolution 3: Completed - Officers have notified the lead petitioner of this recommendation and the development of the Woodend Racecourse Reserve Master Plan. | Director Assets and Operations | Completed | 100% |
| Chief Executive | 16/09/2024 | Scheduled | CEO Employment and Remuneration Committee Report That Council notes the CEO Employment and Remuneration Committee's completion of the assessment of Bernie O'Sullivan's successful performance as Chief Executive Officer of Macedon Ranges Shire Council from 1 July 2023 to 30 June 2024, in accordance with Council's CEO Employment and Remuneration Policy and the Local Government Act 2020. | Council noted the CEO Employment and Remuneration Committee's completion of the assessment of Bernie O'Sullivan's successful performance as CEO of Macedon Ranges Shire Council from 1 July 2023 to 30 June 2024. | Chief Executive | Completed | 100% |
| Community | 16/09/2024 | Scheduled | Draft Reconciliation Plan 2024-27 That Council notes:, 1.The summary of feedback received on the draft Reconciliation Plan 2024-27during the 25 July to 22 August 2024 community consultation period., 2.That officers will undertake further engagement with the three Traditional Owner Groups – Djaara (Dja Dja Wurrung Clans Aboriginal Corporation),Taungurung Land and Waters Council and Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation), with the final draft Reconciliation Plan 2024-27 to be presented for consideration at the December 2024 Scheduled Council Meeting. | Noted. Report scheduled for December Council Meeting. | Director Community | In progress | 50% |
| Community | 16/09/2024 | Scheduled | Small Project Grants That Council approves the awarding of a \$1,505 Small Project Grant to Kyneton Agricultural Society, for their 'Purchase Portable PA System' Project. | Approved. Grant allocation in progress. | Director Community | In progress | 50% |
| Community | 16/09/2024 | Scheduled | Notice of Rescission - Gambling Harm Minimisation Policy That Council rescinds resolution 2024/116 titled COM.2 Gambling Harm Minimisation Policy which was passed at the meeting of Council on 28 August 2024. | Completed, rescinded. | Director Community | Completed | 100% |

COUNCIL RESOLUTIONS

Reporting Period 1/07/2024 - 30/09/2024

| Directorate | Date | Meeting type | Report link | Comment (Council resolution update) | Actioning officer | Status description | % completed |
|--------------------------|------------|--------------|--|---|-----------------------------------|--------------------|-------------|
| Community | 16/09/2024 | Scheduled | Notice of Motion - Gambling Harm Minimisation Policy That Council:, 1. Adopts the Gambling Harm Minimisation Policy (as presented at the 28 August Council Meeting), with the wording of points 5 and 6 of the Regulate section (page 5) to be amended as follows:, Point 5: Council will provide guidance and avenues of support for current EGM licence holders leasing Council owned or managed land to relinquish their EGM licence and divest themselves of EGMs., Point 6: Where a Council lease holder with EGMs has a lease due for renewal, Council will actively engage with the leaseholder two years before expiry of that lease to discuss the implementation of this policy. Should the lessee renew the lease, the new lease will clearly state the conditions and timing for the divestment of EGMs, which is to commence no later than five years into the new lease and conclude at a maximum period of ten years., 2. Revokes the previously adopted Electronic Gaming Machine (Pokies) Community Policy as of Tuesday 17 September 2024. | Completed - 1. Adopted. Published on Council website. 2. Revoked. | Director Community | Completed | 100% |
| Corporate | 16/09/2024 | Scheduled | Contracts to be awarded as at September 2024 That Council:, 1.Notes that the following contract will be awarded by Council officers under delegated authority:, (a)C2025-74 Footbridge Replacement - Gisborne Botanic Gardens, 2.Grants delegated authority to the Chief Executive Officer to award the following contract:, (a)C2025-75 Kyneton Showgrounds Netball Development | Resolution noted. | Director Corporate | Completed | 100% |
| Corporate | 16/09/2024 | Scheduled | Quarterly Report including Carry Forwards for Period Ending 30 June 2024 That Council:, 1.Receives the Quarterly Financial report as at 30 June 2024, in accordance with the requirements of the Local Government Act 2020., 2.Approves the net budget carry forward from the 2023/24 financial year to the2024/25 financial year of \$7,742,477., 3.Notes that after carry forwards, the net cash result for the 2023/24 financial year is a surplus of \$209,010. | Resolution noted. | Director Corporate | Completed | 100% |
| Corporate | 16/09/2024 | Scheduled | Alteration of the Timing of the October Scheduled Council Meeting and Scheduling of Additional Council Meeting That Council:, 1.Reschedules the October Scheduled Council Meeting on Wednesday 23October 2024 from 7pm to 6pm on the same day at the Gisborne Administration Centre; and, 2.Schedules a Council Meeting to be held online on 9 October 2024 at 6pm. | No further action required. | Director Corporate | Completed | 100% |
| Planning and Environment | 16/09/2024 | Scheduled | Annual Environment Report 2023-2024 That Council notes the Annual Environment Report 2023-2024. | Completed. | Director Planning and Environment | Completed | 100% |
| Planning and Environment | 16/09/2024 | Scheduled | Draft Macedon Ranges Planning Scheme Amendment C161macr - Submission to additional consultation That Council notes the submission made to the State Government Development Facilitation Program in response to the recently advertised changes to Planning Scheme Amendment C161macr. | Completed, no further action. | Director Planning and Environment | Completed | 100% |
| Planning and Environment | 16/09/2024 | Scheduled | Draft Kyneton Urban Design Framework for adoption That Council:, 1. Endorses the draft Kyneton Urban Design Framework (Attachment 1) to be released for community consultation until 20 December 2024., 2. Requests the Chief Executive Officer (CEO) to provide a report on the outcomes of this community consultation process at the February 2025 Scheduled Council Meeting. | Not completed. | Director Planning and Environment | In Progress | 20% |
| Planning and Environment | 16/09/2024 | Scheduled | DP/2024/1 - 120 and 122 Saunders Road, New Gisborne That Council approves the Development Plan prepared by JR Edwards Land Surveyors covering the land at 120 and 122 Saunders Road, New Gisborne (3/PS342135S, P/Gisborne), prepared for the purposes of Clause 43.04 Schedule 2 of the Macedon Ranges Planning Scheme. | Completed. | Director Planning and Environment | Completed | 100% |
| Planning and Environment | 16/09/2024 | Scheduled | Anzac Day Commemorative Services That Council:, 1. Requests the Chief Executive Officer proceed with integrating an ANZAC Day Traffic Management Support Fund into the community grants program to help fund traffic management costs associated with RSL sub-branch and Mt Macedon ANZAC Day Dawn Service Inc ANZAC Day Memorial Services from 2026., 2. Requests the Chief Executive Officer bring the guidelines for an integrated funding program back to Council to a future scheduled Council Meeting for endorsement., 3. Continues to advocate to the Federal and State government to provide funding support to RSL- sub branches and Mt Macedon ANZAC Day Dawn Service Inc. | Funding guidelines are being prepared and will undergo consultation internally and externally to council before being presented to Council. Integration into SmartyGrants will take place following adoption of the guidelines. A new initiative budget submission is being prepared for the necessary funds to be allocated in to 2026 budget. | Director Planning and Environment | In Progress | 20% |

AGED COUNCIL RESOLUTIONS

| Directorate | Date | Meeting type | Report link | Comment (Council resolution update) | Actioning officer | Status description | % completed |
|--------------------------|-----------|--------------|---|--|-----------------------------------|--------------------|-------------|
| Corporate | 28-Aug-19 | Scheduled | <p>Proposed land swap and boundary realignment at Walshes Road, Woodend</p> <p>That Council:</p> <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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 <ol style="list-style-type: none"> a) Request Authorisation from the Minister for Planning to prepare Amendment C138macr pursuant to Section 9 of the Planning and Environment Act 1987 <ol style="list-style-type: none"> 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% |
| Planning and Environment | 27-Nov-19 | Scheduled | <p>Dog and cat control order</p> <p>That Council:</p> <ol style="list-style-type: none"> 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. | <ol style="list-style-type: none"> 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 DEECA- this can be a lengthy process. 4. Liaising with DEECA - this can be a lengthy process. 5. Pending completion of items 3 and 4. 6. Cat desexing program was not funded in 23/24 budget. Alternative options from operational budget now being progressed. 7. Domestic Animal Management Plan 2021 – 2025 Off lead area review schedule to commence next quarter. | Director Planning and Environment | In progress | 60% |
| Corporate | 26-Aug-20 | Scheduled | <p>CX.6 Council Support and Expenses Policy</p> <p>That Council:</p> <ol style="list-style-type: none"> 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. | <p>Item 1: Completed - Adopted Policy on Council's website.</p> <p>Item 2: Governance Team to presented updated policy for adoption at August 2024 Council Meeting.</p> | Governance Team | Completed | 100% |
| Corporate | 26-Aug-20 | Scheduled | <p>Proposal to sell 20 Jacobs Avenue, Kyneton</p> <p>That Council:</p> <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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% |

AGED COUNCIL RESOLUTIONS

| Directorate | Date | Meeting type | Report link | Comment (Council resolution update) | Actioning officer | Status description | % completed |
|--------------------------|-----------|--------------|--|--|-----------------------------------|--------------------|-------------|
| Assets and Operations | 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. | 1. Closed - Report presented to 16 September 2024 Council meeting where Council endorsed closing Notice of Motion No 8/2020-21 2. Complete. | Director Assets and Operations | Completed | 100% |
| Community | 15-Dec-21 | Scheduled | Kindergarten Strategic Direction for endorsement *Confidential* | 1. Adopted 2. Pending | Director Community | In progress | 20% |
| Corporate | 26-Apr-23 | Scheduled | Notice of Intention to lease: 3-5 Noel Street Lancefield That Council, 1. Authorises the Chief Executive Officer to enter into a lease with Wintringham Housing Limited for the property 3 – 5 Noel Street, Lancefield on the following key terms:; (a) The lease term is proposed to be for twenty years;; (b) The rental is proposed to be \$1.00 per annum (if requested) for the whole of the lease;; (c) All improvements will be owned by Wintringham and Wintringham will be responsible for their maintenance and repair.; (d) Wintringham will be responsible for all outgoing and services; 2. Authorises the Chief Executive Officer to sign any associated documentation in relation to the proposed lease.; 3. Endorses the officer responses to submissions as contained in this report.; 4. Responds to all submitters in accordance with Council's Community Engagement Policy. | Resolution in progress. Officers are currently completing a final review of the lease before signing. | Director Corporate | In progress | 75% |
| Corporate | 26-Jul-23 | Scheduled | Acquisition of Land - 51 Coop Drive Gisborne That Council:; 1. Commences the statutory process to acquire the land known as part of 51 Coop Drive, Gisborne, having determined that the land is to be acquired for the purpose of public interest and in accordance with the Development Plan, by undertaking consultation in accordance with Council's Community Engagement Policy under Section 112 of the Local Government Act 2020;; 2. Schedules an online Submitters Delegated Committee meeting at 7pm on Wednesday, 20 September 2023, to provide for any person who wishes to present in support of their submission to the consultation process.; 3. Authorises the Chief Executive Officer to enter into a Heads of Agreement with the landowner, subject to Council undertaking the necessary statutory processes in accordance with the Local Government Acts 1989 and 2020.; 4. Should there be no written submissions received under Section 223 of the Local Government Act 1989, authorises the Chief Executive to:; (a) Proceed to acquire the property by private treaty;; (b) Negotiate the acquisition of the property based on a current market valuation obtained by an independent qualified valuer; and; (c) Sign and seal any associated documentation in relation to the acquisition. | Resolution in progress. Contracts have been prepared and are currently being reviewed. | Director Corporate | In Progress | 75% |
| Community | 27-Sep-23 | Scheduled | Maternal and Child Health - Service Funding 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. | 1. In progress - initial discussions held 2. In progress 3. Completed | Director Community | In Progress | 50% |
| Planning and Environment | 27-Sep-23 | Scheduled | Barrm Birm Report on Ecological Assessment and Cultural Heritage Assessment 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 Birm 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 Birm.; 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 Birm 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 Birm and conservation of its environmental values, including but not limited to as part of the review of Council's financial reserves policy. | Further work needs to be undertaken to explore future funding options for the ongoing management of Barrm Birm. | Director Planning and Environment | In Progress | 83% |
| Assets and Operations | 22-Nov-23 | Scheduled | Macedon Ranges Shire Skate and BMX Strategy That Council:; 1. adopts the draft Macedon Ranges Shire Skate and BMX Strategy effective 23 November 2023; 2. writes to the lead petitioner of the 2021 Gisborne Skate Park Petition thanking them for their efforts; 3. once the location feasibility study process is finalised, consider including the construction of a new/upgraded Gisborne Skate Facility to Council's priority projects; and; 4. notes there will be minor operational improvements to the infrastructure supporting Gisborne Skate Park. | Resolution 1: Complete Resolution 2: Complete Resolution 3: The Feasibility study of the proposed Gisborne site is to commence in Quarter three. | Director Assets and Operations | In Progress | 65% |
| Assets and Operations | 27-Mar-24 | Scheduled | Management Of Unsealed Roads within Township Boundaries - Holding Report That Council endorses an extension of time for the presentation of the final Management of Unsealed Roads within Township Boundaries Report to a Council Meeting prior to 30 September 2024. | Report presented to the 28 August 2024 Scheduled Council meeting. Refer to minutes of that meeting for further actions arising. | Director Assets and Operations | Completed | 100% |

AGED COUNCIL RESOLUTIONS

| Directorate | Date | Meeting type | Report link | Comment (Council resolution update) | Actioning officer | Status description | % completed |
|--------------------------|-----------|--------------|--|--|-----------------------------------|--------------------|-------------|
| Assets and Operations | 24-Apr-24 | Scheduled | <p>Response to the Petition in Relation to the Kyneton Showgrounds Master Plan</p> <p>That Council,;</p> <ol style="list-style-type: none"> Notes the petition received from community members requesting Council re-consider the planned removal of ten elm trees to expand netball facilities at the Kyneton Showgrounds., Notes that an independent arborist report has shown that the ten trees are either nearing end of life or in a declining state due to their age, thereby posing a risk to community safety., Acknowledges the extensive community and user group consultation process that Council undertook on the Kyneton Showgrounds Masterplan., Proceeds with removing the ten trees, noting that they will be replaced with new trees following construction activities. | No further action required. | Director Assets and Operations | Completed | 100% |
| Assets and Operations | 24-Apr-24 | Scheduled | <p>Waste Collection, Bulk Haulage and Processing Tender Update</p> <p>That Council, ;</p> <ol style="list-style-type: none"> Notes that officers are releasing the Waste Collection, Bulk Haulage and Processing tender in May 2024,; Requests officers provide a report to the September 2024 Scheduled Council Meeting to consider authorisation of the Waste Collection, Bulk Haulage and Processing contract; ***CONFIDENTIAL RESOLUTION*** | Resolution 1: Completed. Tender was released in May 2024 ; Resolution 2: Tender evaluation completed and report presented to 28 August 2024 Scheduled Council Meeting Resolution 3: Noted. | Director Assets and Operations | Completed | 100% |
| Corporate | 22-May-24 | Scheduled | <p>Petition in relation to Public Land acquisition submission - 18 Kilmore Rd Gisborne</p> <p>That Council,;</p> <ol style="list-style-type: none"> Notes the petition from Federation Environment Horticulture Macedon Ranges, (FEHMR) on the matter of Public Land Acquisition Submission – 18 Kilmore, Road, Gisborne, with 74 signatories,; Notes that the petition has been circulated confidentially to all Councillors as, it contains personal information; and, Requests the Director Corporate prepare a report in response to this petition, to be presented at a future meeting of Council. | Resolution completed. Report provided to July Council Meeting. | Director Corporate | Completed | 100% |
| Planning and Environment | 22-May-24 | Scheduled | <p>Draft Romsey Structure Plan for adoption</p> <p>That Council,;</p> <ol style="list-style-type: none"> Adopts the Romsey Structure Plan- May 2024 included as Attachment 2 to item, PE.2, subject to the following changes,; (a) The inclusion of a minimum setback of residential lots from the eastern, boundary of 2131 Romsey Road, Romsey of 30 meters to ensure an, appropriate interface is achieved to the adjoining rural land., (b) Any consequential changes to the structure plan that results from the, change listed above., 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 Romsey and any consequential amendment to the, Macedon Ranges Planning scheme in order to insert this protected settlement, boundary., Requests the Minister for Planning undertake community consultation to, inform a decision on Recommendation Two., Notifies all submitters regarding this resolution and thank them for their, feedback and participation. | Romsey Structure Plan complete. | Director Planning and Environment | Completed | 100% |
| Corporate | 26-Jun-24 | Scheduled | <p>Historic Council Resolutions</p> <p>That Council endorses resolutions listed in Attachment 1 to this report be closed, effective from 27 June 2024.</p> | Resolutions closed further correspondence with relevant parties required on some items. | Director Corporate | In Progress | 50% |
| Corporate | 26-Jun-24 | Scheduled | <p>First Right of Refusal - Former Malmsbury Juvenile Justice Centre, 30 Mollison Street Malmsbury</p> <p>That Council,</p> <ol style="list-style-type: none"> Endorses the refusal of the offer to enter negotiations to acquire the former, Malmsbury Juvenile Justice Centre site at 30 Mollison Street, Malmsbury., Writes to Minister Mary-Anne Thomas MP, Member for Macedon, advocating, for,; Thorough consideration of the community preferences for this site., including Traditional Owners., Ongoing engagement by the Victorian Government to collaborate with, the community, Traditional Owners, and Council., Assurance that future development and use of this site will be sensitive, to local, environmental, and planning conditions, to ensure future use, of the site that aligns with the community's needs and values., Investment by the Victorian Government in the necessary structural, planning to support sustainable long-term outcomes for the, Malmsbury community., Provides a copy of this correspondence to the Minister for the Department of, Justice and Community Safety, the Minister for Housing, and the Minister for Planning. | Resolution completed. Correspondence finalised and sent on 12 July 2024. | Director Corporate | Completed | 100% |
| Planning and Environment | 26-Jun-24 | Scheduled | <p>Draft Stanley Park Infrastructure Master Plan</p> <p>That Council adopts the draft Stanley Park Infrastructure Master Plan subject to the following changes,;</p> <ol style="list-style-type: none"> The retention of the playground in its current location., The retention of the existing BBQ facility., The western section (the area west of the proposed pathway shown on the draft Infrastructure Master Plan) of the existing car park adjacent to the playground being incorporated into the playground area., A notation added to the Infrastructure Master Plan that as part of the detailed design of the alignment of the proposed pathway adjacent to the playground area, consideration be given to an alignment that maximises the land that is available to be incorporated into the playground area., Removal of reference to new playground/ play area in northeast corner., Any consequential changes as a result of changes listed above. | Master Plan complete. | Director Planning and Environment | Completed | 100% |

COUNCILLOR REIMBURSEMENTS

Reporting Period 1/07/2024 - 30/09/2024

| Current Quarter / YTD | Travel /accom | Car mileage | Family care | I&CT | Events & Conferences (Representative) | Training & Development (Individual) | Training & Development (Collective) |
|-----------------------------|------------------|----------------|-------------|--------------|---|---|---|
| Cr Jennifer Anderson | \$0 | \$1,062 | \$0 | \$147 | \$0 | \$1,724 | \$0 |
| Cr Janet Pearce | \$0 | \$962 | \$0 | \$147 | \$16 | \$0 | \$0 |
| Cr Mark Ridgeway | \$0 | \$0 | \$0 | \$77 | \$0 | \$0 | \$0 |
| Cr Annette Death | \$0 | \$0 | \$0 | \$93 | \$257 | \$3,559 | \$0 |
| Cr Geoff Neil | \$0 | \$1,608 | \$0 | \$41 | \$0 | \$0 | \$0 |
| Cr Bill West | \$0 | \$0 | \$0 | \$95 | \$0 | \$0 | \$0 |
| Cr Dominic Bonanno | \$0 | \$459 | \$0 | \$41 | \$0 | \$0 | \$0 |
| Cr Rob Guthrie | \$0 | \$684 | \$0 | \$93 | \$0 | \$0 | \$0 |
| Cr Christine Walker | \$0 | \$676 | \$0 | \$41 | \$0 | \$373 | \$0 |
| | \$0 | \$5,450 | \$0 | \$775 | \$273 | \$5,656 | \$0 |

MACEDON RANGES SHIRE COUNCIL - STATUTORY OBLIGATIONS

Reporting Period 01/07/2024 - 30/09/2024

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.

| 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 | Ongoing 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 | 30-Sep-24 | 31-Mar-25 |
| 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 | 23-Apr-24 | 31-Oct-24 |
| 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 | 21-Nov-23 | 27-Nov-24 |
| 7 | Director Corporate | Code of Conduct | 95AA | | The CEO must maintain a Code of Conduct for Council Staff | Executive review every three years | 19-Aug-22 | 31-Aug-25 |
| 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 | N/A |
| 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 | As required | 31-Oct-25 |
| 11 | Coordinator Governance | Keep register of delegations | | 47 | The CEO must keep a register of delegations | Ongoing | Ongoing | Ongoing |
| 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-May-24 | 31-Oct-25 |

MACEDON RANGES SHIRE COUNCIL - STATUTORY OBLIGATIONS

Reporting Period 01/07/2024 - 30/09/2024

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.

| NO. | RESPONSIBLE OFFICER | OBLIGATION | LGA 1989 | LGA 2020 | REQUIREMENTS | TIMELINE | STATUS / LAST COMPLETION DATE | NEXT DUE BY |
|-----|---------------------------------------|--|----------|--------------|--|--|-------------------------------|-------------|
| 14 | Manager Finance and Reporting | Adopt Financial Plan | | 91 | Council must adopt the Financial Plan | By 31 October 2021 | 27-Oct-21 | 31-Oct-25 |
| 15 | Manager Finance and Reporting | Adopt budget | | 94 | Council must adopt its budget | By 30 June each year | 22-May-24 | 30-Jun-25 |
| 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 & 100 | Council must prepare and adopt the Annual Report (including the performance and financial statements) | In the year of a general election, on a day not later than the day before election day; in any other year, within 4 months of the end of the financial year | 25-Oct-23 | 25-Oct-24 |
| 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 | 24-Jul-23 | 31-Oct-24 |
| 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 | 28-Sep-23 | 31-Oct-24 |
| 23 | Manager Finance and Reporting | Performance Statement | | 99 | The auditor must prepare a report on the performance statement | Once every financial year | 25-Oct-23 | 31-Oct-24 |
| 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 | 27-Sep-23 | 31-Oct-24 |
| 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) | 09-Oct-23 | 31-Oct-24 |

MACEDON RANGES SHIRE COUNCIL - STATUTORY OBLIGATIONS

Reporting Period 01/07/2024 - 30/09/2024

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.

| NO. | RESPONSIBLE OFFICER | OBLIGATION | LGA 1989 | LGA 2020 | REQUIREMENTS | TIMELINE | STATUS / LAST COMPLETION DATE | NEXT DUE BY |
|-----|---------------------------------------|--|----------|----------|---|--|---|--|
| 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 | 25-Oct-23 | 25-Oct-24 |
| 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 | 25-Oct-23 | 25-Oct-24 |
| 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 | June quarter was presented to Council on 16/09/2024 | September quarter will be presented to Council on 27/11/2024 |
| 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 | June quarter was presented to Council on 16/09/2024 | September quarter will be presented to Council on 27/11/2024 |
| 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 |
| 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-May-24 | 30-Jun-25 |
| 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 | 30-Sep-24 | 30-Sep-25 |
| 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, and then by 31 October in the year following a general election | 22-Jun-22 | 31-Oct-25 |

MACEDON RANGES SHIRE COUNCIL - STATUTORY OBLIGATIONS

Reporting Period 01/07/2024 - 30/09/2024

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.

| NO. | RESPONSIBLE OFFICER | OBLIGATION | LGA 1989 | LGA 2020 | REQUIREMENTS | TIMELINE | STATUS / LAST COMPLETION DATE | NEXT DUE BY |
|-----|-------------------------------|---|----------|----------|---|--|-------------------------------|-------------|
| 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 to be held on 26 October 2024.
2. Dates reflect the statutory timeframe for completion of the outcome.
3. First proposed Council Meeting after election 27 November 2024

People & Wellbeing Summary

July to September

1st Quarter 2024-25



- Council continues to maintain a low staff turnover rate, although it is trending a little higher than the same quarter last year.
- Council's staff turnover rate remains lower than the industry average.
- 32% of staff turnover this quarter were from Band 6 positions, compared to 39% Band 5 last quarter.
- 20 staff left their positions, included in this number were two staff leaving as a result of their contract concluding and two staff retiring.
- Compliance training rates are sitting at 87.98% which is an increase of 1.78% on last quarter.
- We continue to see an increasing level of engagement in our optional internal development program offerings, with 170 enrolments across the quarter.



Insurance and Risk Summary

July to September

1st Quarter 2024-25



**Macedon
Ranges**
Shire Council

- The number of new claim notifications have decreased.
- Excess and under excess payments have decreased.
- Council has received a cash settlement for a historical asset claim.



Customer Service Summary

1 July to 30 September

1st Quarter 2024-25

- The number of Customer Requests decreased by 414 or 6% from the 4th quarter.
- 76% of Customer Requests were completed within 10 working days compared to 75% the previous quarter.
- 60% (51% last quarter) of customer service requests received are directed to the Assets and Operations Directorate followed by 32% (42% last quarter) to the Planning and Environment Directorate.
- Telephone calls to the Customer Service Team decreased by 1195 this quarter. The average wait time for the call to be answered was 48 seconds which is above the 30 seconds service standard as per the Customer Service Charter. The increase can be attributed to unplanned staff leave which reduces the capacity of the team; inducting/training new officers and the yearly rate assessment notice being distributed.

