



MINUTES

Ordinary Council Meeting Wednesday, 6 May 2026

Date: Wednesday, 6 May 2026

Time: 6.00pm

**Location: Council Chambers, 15 Stead Street, Ballan &
Online**

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1 OPENING OF MEETING AND PRAYER

The Mayor opened the meeting at 6.00pm.

Cr Keogh read the Prayer.

2 ACKNOWLEDGEMENT OF COUNTRY

The Mayor read the Acknowledgement of Country.

3 RECORDING OF MEETING

In accordance with Moorabool Shire Council's Governance Rules, the meeting is livestreamed.

4 PRESENT

Cr Steven Venditti-Taylor, Mayor

Cr Jarrod Bingham, Deputy Mayor

Cr Moira Berry

Cr Sheila Freeman

Cr John Keogh

Cr Ally Munari

Cr Tom Sullivan

Cr Paul Tatchell

Officers:

Mr Derek Madden

Chief Executive Officer

Mr David Jackson

General Manager Customer & Corporate Services

Ms Leigh McCallum

General Manager Community Strengthening

Mr Phil Jeffrey

General Manager Community Assets & Infrastructure

Mr Joseph Spiteri

Manager Governance & Civic Support

Ms Leanne Manton

Manager Customer & Communications

5 APOLOGIES

Cr Rod Ward

6 CONFIRMATION OF MINUTES

RESOLUTION

Moved: Cr John Keogh

Seconded: Cr Jarrod Bingham

That the minutes of the Ordinary Council Meeting held on Wednesday 1 April 2026 and the Special Council Meeting held on Wednesday 15 April 2026 be confirmed.

CARRIED

7 DISCLOSURE OF CONFLICTS OF INTEREST

Nil

8 PUBLIC QUESTION TIME

Name	Question/Response	CEO/GM/EM	Read at Meeting (Yes/No)
Jennie Taylor	Question: There has been a massive increase in EV purchases since the last council meeting, when will Bacchus Marsh be installing public chargers, profitability would have now increased, apparently Ampol is already set up, they just need to be installed.	Phil Jeffrey General Manager Community Assets and Infrastructure	Yes
	Response: The installation of public EV chargers is generally limited to private properties and public spaces via a Charge Point Operator. At present there are no public EV chargers installed in Moorabool Shire. The Ampol Service Station in Gisborne Road, Darley has a planning permit condition to install one by March 2027 subject to power and operator availability. In terms of other sites, Council staff are currently developing a business case to be presented to a Council meeting in the coming months to inform Council's position on the potential installation of EV chargers.		
Scott Graham	Question 1: Gordon Active Transport Loop project has been referenced through signage, inclusion in the 25/26 Budget, and articles. A path has been realised in Lyndhurst Street, with further delivery anticipated by the end of 2026, however, the overall scope of the project has not been clearly articulated. What will be the process of community engagement to provide awareness and seek feedback to a yet unknown project scope?	David Jackson General Manager Customer & Corporate Services	Yes
	Response: Council was successful in sourcing external funds toward footpaths and shared user paths in Gordon and is currently preparing designs generally in accordance with previously developed concept plans. The project incorporates a shared recreational path from the Gordon Recreation		

	Reserve to the Old Western Highway including Lyndhurst Street to Paddock Creek Reserve and footpaths in Main Street connecting the missing links. Council is currently preparing project information sheets and will use this to inform the community ahead of construction that is anticipated to commence towards the end of 2026.		
Scott Graham	Question 2: Despite Strategies, improvement schedules and requests for signage to orientate visitors in Main Street Gordon, no signage has been delivered as yet. What signs will be delivered in Gordon in 26/27? Response: As per the Moorabool Shire Gateways Framework 2024, Gordon township has been classified as a Type B Village. Type B signs are typically used at prominent township entries. Type B, (and Type C signs) are currently out to market waiting for pricing. Once the signs are procured the installation is programmed in early 26/27 Financial year. Councils Visitor Economy Strategy supports a future signage strategy that considers wayfinding and tourism signage to connect the Shire and its tourism experiences. Any actions from the Visitor Economy Strategy will be considered as part of future budgets.	David Jackson General Manager Customer & Corporate Services	Yes

9 PETITIONS

9.1 PETITION - REQUEST FOR IMPROVED PARKING ON RUSSELL STREET, GORDON

Author: Joseph Spiteri, Manager Governance & Civic Support

Authoriser: Derek Madden, Chief Executive Officer

Attachments: 1. Petition - Request for Improved Parking on Russell Street Gordon (under separate cover)

PURPOSE

Council has received a petition containing 232 compliant signatures, submitted by the Head Petitioner, Milla Place.

EXECUTIVE SUMMARY

The petition states:

We, the undersigned residents and community members, respectfully request that Moorabool Shire Council undertake a review of the parking conditions along Russell Street in Gordon particularly in the area servicing the post office, pharmacy and nearby medical Services.

Currently, there are no formal parking spaces available, which results in vehicles parking along the grassed nature strip and sometimes partially on the footpath. During wet weather this area becomes muddy, uneven and slippery, creating difficult and potentially unsafe conditions for pedestrians accessing these essential community services.

This area is frequently used by many elderly residents, families and people visiting medical services, and the current parking conditions raise concerns regarding public safety, accessibility and pedestrian access.

Community members have also raised concerns about:

- *Vehicles parking on the footpath*
- *Limited accessibility for disabled residents*
- *Traffic and safety concerns near the intersection, particularly during busy periods.*

We respectfully request that Moorabool Shire Council conduct a site assessment and consider the installation of formal angled parking and accessibility improvements along Russell Street to improve safety and access for the local community.

RESOLUTION

Moved: Cr Ally Munari

Seconded: Cr Tom Sullivan

That Council:

1. **Receives the petition containing 232 compliant signatures in relation to the Request for Improved Parking on Russell Street, Gordon.**
2. **Requests Officers receive and note the petition and respond accordingly.**

CARRIED

10 PRESENTATIONS/DEPUTATIONS

Item	Item	Speaker/s	Position	Attendance
9.1	Petition – Request for Improved Parking on Russell Street, Gordon	Milla Place	Submitter	Written Submission

11 COMMUNITY STRENGTHENING REPORTS**11.1 ARTS AND CULTURE STRATEGY REVIEW COMMUNICATIONS AND CONSULTATION STRATEGY**

Author: Shannon Maloney, Manager Community Place and Prosperity

Authoriser: Leigh McCallum, General Manager Community Strengthening

Attachments:

1. Arts and Culture Strategy 2021 - 2025 (under separate cover)
2. Arts and Culture Strategy Review Community Survey (under separate cover)

PURPOSE

The purpose of this report is to present the Communications and Consultation Strategy for the review of the Arts and Culture Strategy.

EXECUTIVE SUMMARY

- The Arts and Culture Strategy 2021-2025 was informed and shaped by extensive consultation with stakeholders within Council and across the community.
- The current Arts and Culture Strategy was endorsed by Council on 4 August 2021.
- The Council Plan 2025-2029 includes a review of the Arts and Culture Strategy to occur between 2025 and 2027.
- Communication and consultation activities will include a survey, artist forums and meetings with Councillors and industry stakeholders.
- Public engagement for the review is proposed to take place between May and August 2026.

RESOLUTION

Moved: Cr Moira Berry

Seconded: Cr Paul Tatchell

That Council:

1. Approves the Communications and Consultation Strategy for the review of the Arts and Culture Strategy 2021-2025.
2. Notes that once engagement has concluded a further report will be provided to Council for consideration.

CARRIED

BACKGROUND

The inaugural Moorabool Shire Council Arts and Culture Strategy 2021-2025 was adopted at the Ordinary Meeting of Council on 4 August 2021. The Strategy guides how Council and the community work together to develop a flourishing creative scene across the Shire and identifies its focus areas, directs how Council invests its resources and outlines the role it plays.

The current Arts and Culture Strategy outlines eight pillars that guide a diverse range of creative activities and opportunities across the Shire.

- Increase and diversify arts and cultural activity;
- Reduce barriers to delivering and participating in creative activities;
- Nurture the growth of the creative sector;
- Develop accessible cultural infrastructure;
- Create moments of joy in everyday life;
- Connect with our unique heritage and environment;
- Establish a presence within regional touring networks; and
- Use arts and culture to drive better outcomes for Council and the community.

As the Arts and Culture Strategy is nearing its completion, it is timely to undertake a comprehensive review to evaluate the outcomes delivered to date and to identify areas where future work can be strengthened. This review will support robust data collection, sector trends and the effectiveness of current initiatives. Undertaking this work will ensure Council's ongoing approach to arts and culture remains strongly aligned with the strategic objectives and priorities set out in the Council Plan 2025-2029. As part of this process, public engagement is required to gather high-quality data, capture diverse perspectives and ensure that the findings reflect the aspirations and experiences of the wider community.

Public engagement for the review is proposed to take place between May and August 2026 and include the following activities:

- Councillor one to ones with Council officers.
- Industry stakeholder consultations.
- Artists Forums.
- Council website and survey on the Have Your Say Platform.

PROPOSAL

It is proposed that Council support the Communications and Consultation Strategy presented.

COUNCIL PLAN

The Council Plan 2025-2029 provides as follows:

Strategic Objective 3: Places and spaces that meet the needs of our many and varied communities

Priority 3.3: Facilitate opportunities for the community to gather and celebrate

The proposal to undertake the Communications and Consultation Strategy is consistent with the Council Plan 2025-2029.

FINANCIAL IMPLICATIONS

Financial implications associated with the Communications and Consultation Strategy include officer time to undertake the work.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Reputational Damage	Community feel their input was limited.	Medium	Implement the Community Communications and Consultation Strategy.

COMMUNICATIONS & CONSULTATION STRATEGY

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Inform	General Public	Enews Social media Artist Forums Council Website Posters The Village Shopping Centre – Bacchus Marsh pop up stand	Various	May-Jul 2026	Quality data and feedback to inform a thorough review.
Consult	Community Local Artists	Have Your Say: Survey Artist Forums	Online	Jun-Jul 2026 survey opens	Quality data and feedback to inform a thorough review.
	Local Arts and Culture Organisations Traditional Owners Regional Arts Victoria Other LGAs State Government Agencies: RDV, DEECA, TMV, Creative Victoria, Music Vic, The Push Federal Government Agencies: Creative Australia, Office of the Arts Councillors Public Art and Collections Advisory Committee	1:1 interviews	Various	Jun-Aug 2026	Quality data and feedback to inform a thorough review.
	Council Staff	Internal meetings	Various	Jun-Aug 2026	Data for Strategy

					review.
Collaborate	Executive Team Councillors	Executive and Councillor Briefings	Various	June – Dec 2026	Strategy review.

VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

OFFICER'S DECLARATION OF CONFLICT OF INTERESTS

Under section 130 of the *Local Government Act 2020*, officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Leigh McCallum

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Shannon Maloney

In providing this advice to Council as the Author, I have no interests to disclose in this report.

CONCLUSION

The Arts and Culture Strategy 2021-2025 was developed through a comprehensive consultation process. In alignment with the current Council Plan, this Strategy has been identified for review. Officers have prepared a Communications and Consultation Strategy for Council approval as the first step to the review process.

11.2 RESPONSE TO NOTICE OF MOTION NO. 346 - INVESTIGATION INTO THE FEASIBILITY OF ESTABLISHING A BEREAVED PARENT SUPPORT GROUP WITHIN MOORABOOL SHIRE

Author: Rhona Pedretti, Manager Community Connections and Wellbeing

Authoriser: Leigh McCallum, General Manager Community Strengthening

Attachments:

1. **Report - Notice of Motion No. 346 - Investigation into the feasibility of establishing a bereaved parent support group within Moorabool Shire (under separate cover)**
2. **Appendix A - Bereavement Support Organisations Comparative View (under separate cover)**
3. **Appendix B - Governance, Risk and Safeguarding - Minimum requirements (under separate cover)**

PURPOSE

The purpose of this report is to respond to Notice of Motion No. 346, attached, by assessing the feasibility of a non-clinical, community-based bereaved parent peer support group within Moorabool Shire, including delivery models, partnership opportunities, governance and insurance requirements, anticipated demand and eligibility considerations, Council facility access and external funding opportunities.

EXECUTIVE SUMMARY

At the Ordinary Meeting of Council on 4 February 2026, Council passed a Notice of Motion for the investigation into the feasibility of establishing a bereaved parent support group within Moorabool Shire.

This report responds to Notice of Motion No. 346 and addresses the specified matters to assess the feasibility of establishing a bereaved parent support group within Moorabool Shire, delivered as a non-clinical, community-based peer support program.

Having considered the matters raised in the Notice of Motion, it is considered that a place-based, in-person peer support group within the Shire is feasible where an external specialist organisation (or an appropriately governed, community-led group with specialist training and supervision) is the primary delivery body. In this circumstance, Council's role is limited to facilitation (for example: improving awareness and referral pathways, brokering connections with a suitable provider and considering venue access in accordance with Council policy and availability).

Specialist bereavement supports are currently available to Moorabool families (predominantly helplines, online supports, information resources, counselling services and some group options). Consistent locally based in-person peer support is limited, and benchmarking indicates Councils in the western region are not operating bereavement peer groups as a Council-delivered service, reflecting governance, safeguarding and risk considerations.

This report does not commit Council to funding, provision of facilities or implementation.

RECOMMENDATION**That Council:**

1. **Notes the findings of this report in response to Notice of Motion No. 346 regarding the feasibility of establishing a non-clinical, community-based bereaved parent peer support group within Moorabool Shire.**
2. **Acknowledges Council's ongoing advocacy role to achieve positive outcomes for the Moorabool community.**

In Favour: Crs John Keogh, Sheila Freeman and Steven Venditti-Taylor

Against: Crs Tom Sullivan, Jarrod Bingham, Moira Berry and Ally Munari

Abstained: Cr Paul Tatchell

LOST 3/5

BACKGROUND

Notice of Motion No. 346 requested an officer report on the feasibility of establishing a bereaved parent support group delivered as a non-clinical, community-based peer support program. The motion requested consideration of delivery models, including integration with Maternal and Child Health (MCH) and Enhanced (EMCH), partnership opportunities with relevant specialist not-for-profit organisations, governance safeguarding, risk management, insurance requirements, anticipated demand and eligibility considerations, feasibility of access to an appropriate Council facility at no cost (subject to availability and policy) and external grant funding opportunities.

PROPOSAL**Response to Notice of Motion:****(a) Potential delivery models, including integration with MCH and Enhanced MCH**

A place-based bereaved parent peer support group within Moorabool Shire is most viable where delivery and facilitation are led by an external specialist organisation (or an appropriately governed community-led group with specialist training and supervision). Council is best positioned to support through awareness and referral pathways, partnership facilitation and, (where appropriate), venue access in accordance with policy and availability, rather than delivering the group.

The **Maternal and Child Health (MCH) Service** is a universal, primary health service jointly funded by the Victorian Department of Health and local government. The service supports families with children from birth to school age through scheduled Key Age and Stage consultations, providing health and developmental monitoring, parenting support, health promotion and early identification of concerns. The **Enhanced Maternal and Child Health (EMCH) Service** complements the universal program by providing targeted, short to medium-term intensive support to families experiencing additional needs or vulnerabilities. EMCH delivers flexible, often home-based services focused on strengthening parenting capacity, supporting child health and development, and coordinating care with other health and community services. Together, these programs play a critical role in early intervention and in promoting positive health, wellbeing and developmental outcomes for children and families.

Bereavement peer support involves heightened governance and safeguarding requirements. At a minimum, any model requires clear group practice rules and psychological safety controls; facilitator suitability, screening, training and supervision; escalation pathways for mental health risk; child safety compliance (where relevant); privacy and information handling processes; complaints and incident management; and clarity regarding insurance coverage (including public liability and, where relevant, professional indemnity).

Where Council involvement is limited to facilitation and/or venue access, primary responsibility for these controls rests with the delivering organisation. Council's role would be limited to standard venue and safety requirements and ensuring the provider meets Council's minimum conditions for any supported arrangement.

Examples of delivery models include:

- External specialist-led model (preferred): a specialist organisation delivers and facilitates the group; Council supports awareness/referral and may consider venue access subject to policy and availability.
- Community-led model with specialist governance: a local lived-experience group operates with formal governance, training, supervision and escalation pathways; capability, safeguarding and sustainability must be demonstrated before any Council support is considered.
- Referral pathway model (no ongoing group hosted by Council): Council strengthens referral pathways and promotes access to established services (including virtual groups) without hosting an ongoing in-person peer group.

Interface with MCH/EMCH is limited to identification of parents, information provision and referral to external supports. It is not proposed that MCH/EMCH deliver, manage or facilitate bereavement peer support activities outside clinical scope and formal governance arrangements.

(b) Partnership opportunities with relevant specialist not-for-profit organisations

Partnership opportunities exist with specialist bereavement organisations that provide telephone/online support, resources, counselling and peer support programs e.g. Red Nose, SANDS Australia, Bears of Hope, Miracle Babies Foundation and Babies Above (see Appendix A for further information).

Any partnership to establish a place-based in-person group would require Council to be satisfied that the proposed provider has appropriate experience and a fit-for-purpose facilitation model, governance arrangements, capacity and sustainability and insurances (including public liability and, where relevant, professional indemnity).

To avoid perceived endorsement, any engagement should be managed through standard due diligence processes (for example: verification of organisational status, safeguarding controls, insurance certificates, facilitator screening/training/supervision arrangements and clear role delineation).

(c) Governance, safeguarding, risk management and insurance requirements

Bereavement peer support involves heightened governance and safeguarding requirements. At a minimum any model requires clear group practice rules and psychological safety controls; facilitator suitability, screening, training and supervision; escalation pathways for mental health risk; child safety compliance (where relevant); privacy and information

handling processes; complaints and incident management; and clarity regarding insurance coverage (including public liability and, where relevant, professional indemnity), refer to Attachment B.

Where Council involvement is limited to facilitation and/or venue access, primary responsibility for these controls rests with the delivering organisation. Council's role would be limited to standard venue and safety requirements, and ensuring the provider meets Council's minimum conditions for any supported arrangement.

(d) Anticipated demand and eligibility considerations

Moorabool-specific perinatal death data is not routinely available in publicly reported datasets at an LGA level, limiting the ability to quantify local demand with precision using readily available information. Demand must therefore be considered using broader state/national trends, local service insights and community feedback.

Eligibility criteria (for example residency, type/timeframe of loss, inclusion of partners/fathers/siblings and any safety screening) must be defined by the delivering organisation and aligned to its governance and safeguarding framework.

(e) Feasibility of providing access to an appropriate Council facility at no cost, subject to availability and policy

Access to an appropriate Council facility at no cost is feasible where permitted under Council policy (including any fee waiver provisions) and subject to venue availability.

If venue access were considered, Council would require documented confirmation that governance responsibility remains with the delivering organisation, including facilitator responsibilities, safeguarding controls, complaints and incident management and current insurance certificates. Suitability of the space would also be assessed (including privacy, accessibility and operating arrangements).

(f) External grant funding opportunities including grants that may fund:

- i. Bereavement information and support pack for parents;
- ii. Age-appropriate books and resources for siblings following the loss of a baby;
- iii. Community-based engagement activities and peer support initiatives for bereaved fathers, including group programs or events; and
- iv. Any resourcing or financial implications for Council.

External funding opportunities may be relevant depending on the delivery model and applicant eligibility. Grant programs, eligibility rules and funding rounds change over time; any opportunity must be confirmed at the time of application.

In many cases, the most eligible applicant is the delivering organisation (or an auspice, incorporated community group) rather than Council.

Examples of funding sources commonly used to support peer support initiatives include:

Funding source (indicative)	Likely applicant	What it could support aligned to (i)-(iv)	Key constraints/notes
Council-Community Strengthening Grant.	Incorporated community group /	(i)-(iii)	Applicants must demonstrate a

Funding source (indicative)	Likely applicant	What it could support aligned to (i)-(iv)	Key constraints/notes
	NFP/ community organisations.		contribution toward the cost of their project on a ratio of \$1 for \$1 (Council \$1: Group \$1). This contribution can be demonstrated either by cash or in-kind support. Small community strengthening projects under \$1,000 are not required to provide a contribution.
State/community wellbeing or community strengthening grants (including small seed funding rounds).	Incorporated community group / NFP (sometimes Council).	Packs/resources for parents and siblings (i)-(ii); facilitator costs, materials, evaluation and admin (iv).	Eligibility and rounds vary; requires clear program governance and delivery ownership.
Carer/community connection grants and social isolation reduction funding streams.	NFP/community organisations.	Group facilitation, outreach and participation supports (iii)-(iv).	Often require demonstrated community benefit and an established governance structure.
Philanthropic trusts/foundations (mental health, family wellbeing, early intervention).	NFP/community organisations (often via auspice).	Pilot costs, resources, events and evaluation (i)-(iv)	Competitive; usually require strong outcomes framework and auspice arrangements.
Partnership/auspice arrangements with established bereavement organisations.	Established specialist organisation.	Program delivery and workforce support; may also provide training/ supervision (iii)-(iv).	Council role remains facilitative; provider retains responsibility for service delivery and governance.

COUNCIL PLAN

The Council Plan 2025-2029 provides as follows:

Strategic Objective 1: Healthy, inclusive and safe communities

Priority 1.2: Improve the health, safety and wellbeing of the shire

The proposal for Notice of Motion No. 346 is consistent with the Council Plan 2025-2029.

FINANCIAL IMPLICATIONS

There are no financial implications.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

Risk Identifier	Detail of Risk	Risk Rating	Control/s
MCH Nurses operating outside clinical scope.	Providing clinical information that is outside the expertise of the MCH service delivery model.	High	Engage a professional provider that meets governance requirements.
Reputational damage.	Community loss of confidence in the MCH service.	High	Promotion of peer support group is only undertaken when all elements of governance requirements have been met.
Escalating mental health concern.	Peer support group does not adequately refer parents to appropriate support service when required.	High	MCH leaders assess peer support group application to ensure escalation point and peer training are adequate and include appropriate referral to professionals as required.

COMMUNICATIONS & CONSULTATION STRATEGY

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult	Other Local Government organisations and MAV	Meeting with LGAs and MAV	Online	February 2026	Benchmarking to determine LGA practice and MAV guidance.

VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

OFFICER'S DECLARATION OF CONFLICT OF INTERESTS

Under section 130 of the *Local Government Act 2020*, officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Leigh McCallum

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Rhona Pedretti

In providing this advice to Council as the Author, I have no interests to disclose in this report.

CONCLUSION

This report has assessed the feasibility of establishing a bereaved parents support group within Moorabool Shire as a non-clinical, community-based peer support program and has addressed the matters set out in the Notice of Motion No. 346. Overall, feasibility is contingent on an external specialist provider or auspice community organisation holding responsibility for program delivery, safeguarding, facilitator screening and supervision, incident management, privacy and appropriate insurance, with Council's role limited to facilitation functions such as information/referral pathways and (where permitted) standard venue access arrangements.

In accordance with the Notice of Motion No. 346, this report does not commit Council to funding, providing facilities, or implementing a program.

11.3 COMMUNITY ASSET COMMITTEES - REPORTS**Author:** Kaylene Bowker, Executive Assistant**Authoriser:** Leigh McCallum, General Manager Community Strengthening

- Attachments:**
1. Minutes - Wallace Recreation Reserve CAC, 16 June 2025 (under separate cover)
 2. Minutes - Lal Lal Soldiers Memorial Hall CAC, 19 August 2025 (under separate cover)
 3. Minutes - Millbrook Community Centre CAC, 27 August 2025 (under separate cover)
 4. Minutes - Gordon Public Hall CAC, 8 October 2025 (under separate cover)
 5. Minutes - Elaine Recreation Reserve CAC, 22 October 2025 (under separate cover)
 6. Minutes - Bacchus Marsh Public Hall CAC, 27 October 2025 (under separate cover)
 7. Minutes - Blacksmith's Cottage and Forge CAC, 28 October 2025 (under separate cover)
 8. Minutes - Bacchus Marsh Public Hall CAC, 24 November 2025 (under separate cover)
 9. Minutes - Blacksmith's Cottage and Forge CAC, 25 November 2025 (under separate cover)
 10. Minutes - Blacksmith's Cottage and Forge CAC, 27 January 2026 (under separate cover)

BACKGROUND

Community Asset Committees are established by Council under section 65 of the *Local Government Act 2020* to manage and maintain Community Assets within the municipal district. By Instrument of Delegation, Council may delegate to the committees such functions and powers of the Council that it deems appropriate, utilising provisions of the *Local Government Act 2020*. The Council cannot delegate those powers identified in section 11(2) of the *Local Government Act 2020*.

EXECUTIVE SUMMARY

The following Community Asset Committees present the following reports of the Committee Meetings for Council consideration.

Committee	Meeting Date
Wallace Recreation Reserve Community Asset Committee Meeting	16 June 2025
Lal Lal Soldiers Memorial Hall Community Asset Committee Meeting	19 August 2025
Millbrook Community Centre Community Asset Committee Meeting	27 August 2025
Gordon Public Hall Community Asset Committee Meeting	8 October 2025
Elaine Recreation Reserve Community Asset Committee Meeting	22 October 2025
Bacchus Marsh Public Hall Community Asset Committee Meeting	27 October 2025

Committee	Meeting Date
Blacksmith's Cottage and Forge Community Asset Committee Meeting	28 October 2025
Bacchus Marsh Public Hall Community Asset Committee Meeting	24 November 2025
Blacksmith's Cottage and Forge Community Asset Committee Meeting	25 November 2025
Blacksmith's Cottage and Forge Community Asset Committee Meeting	27 January 2026

RESOLUTION

Moved: Cr Jarrod Bingham

Seconded: Cr Ally Munari

That Council receives the following Community Asset Committee Meeting Minutes:

- 1. Wallace Recreation Reserve CAC Minutes for meeting held on 16 June 2025.**
- 2. Lal Lal Soldiers Memorial Hall CAC Minutes for meeting held on 19 August 2025.**
- 3. Millbrook Community Centre CAC Minutes for meeting held on 27 August 2025.**
- 4. Gordon Public Hall CAC Minutes for meeting held on 8 October 2025.**
- 5. Elaine Recreation Reserve CAC Minutes for meeting held on 22 October 2025.**
- 6. Bacchus Marsh Public Hall CAC Minutes for meeting held on 27 October 2025.**
- 7. Blacksmith's Cottage and Forge CAC Minutes for meeting held on 28 October 2025.**
- 8. Bacchus Marsh Public Hall CAC Minutes for meeting held on 24 November 2025.**
- 9. Blacksmith's Cottage and Forge CAC Minutes for meeting held on 25 November 2025.**
- 10. Blacksmith's Cottage and Forge CAC Minutes for meeting held on 27 January 2026.**

CARRIED

11.4 EVENTS MANAGEMENT POLICY COMMUNICATIONS AND CONSULTATION STRATEGY

Author: Shannon Maloney, Manager Community Place and Prosperity

Authoriser: Leigh McCallum, General Manager Community Strengthening

Attachments: 1. Events Management Policy Community Survey (under separate cover)

PURPOSE

The purpose of this report is to present the Communications and Consultation Strategy for the development of the draft Events Management Policy.

EXECUTIVE SUMMARY

- As part of an internal audit undertaken by HLB Mann Judd the development of an overarching Events Management Policy was identified.
- The 2023-2027 Visitor Economy Strategy also identifies events as a priority theme and associated action to review and enhance internal process and resourcing to support tourism events development.
- The Events Management Policy will establish a framework for assessing and approving temporary events on public or private land ensuring safe, effective management and minimising community and environmental risk.
- A Communications and Consultation Strategy is proposed for May - June 2026, involving Councillor 1:1s, meetings with event organisers, stakeholder surveys, internal referral group consultation and community drop-in sessions in Ballan and Bacchus Marsh.
- Consultation outcomes will inform a draft Policy to be presented to Council before a four-week public exhibition period later in 2026.
- Final adoption of the Events Management Policy is planned for December 2026.
- Proceeding with the Communications and Consultation Strategy will support transparency, strengthen community trust and ensure Council meets audit recommendations.
- The proposal aligns with the Council Plan 2025-2029, specifically the objective of fostering a dynamic and resilient local economy.

RESOLUTION

Moved: Cr Moira Berry

Seconded: Cr Paul Tatchell

That Council:

1. Approves the Communications and Consultation Strategy for the development of the Events Management Policy.
2. Notes that once engagement has concluded a further report will be provided to Council for consideration.

CARRIED

BACKGROUND

As part of an internal audit undertaken by HLB Mann Judd the development of an overarching Events Management Policy was identified. In addition, the Moorabool Economic Development Strategy and Visitor Economy Strategy (VES) identifies a priority theme focused on events, along with an action to review and enhance internal process and resourcing to support tourism-related events.

Activities undertaken to date include:

- Benchmarking event policies with other Councils.
- Researching current statutory requirements, regulations and relevant legislation.
- Conducting one-on-one consultations with members of the internal events referral group.

Council now seeks to develop a draft Policy. The Policy will establish a framework for assessing and approving temporary events on public or private land (requiring statutory consent) by external parties including community groups, commercial entities and individuals. It will ensure events held in public open spaces and roadways under the care and control of Moorabool Shire Council are managed effectively and safely, minimising and avoiding impacts and risks to the community and environment.

Proposed activities for the Communications and Consultation Strategy include:

- **May – June**
 - Councillor 1:1s
 - Meetings with event organisers
 - Stakeholder surveys and information on the Have Your Say platform
 - Consultation with the internal events referral group
 - Community drop-in sessions will be held in Ballan and Bacchus Marsh libraries in mid-May. Details for these sessions are:
 - Bacchus Marsh – Lerderderg Library, 21 May 2026, 4.00pm – 6.00pm
 - Ballan – Ballan Library, 28 May 2026, 4.00pm – 6.00pm

Following stakeholder consultation, a draft Policy will be presented to Council for consideration, followed by a four-week public exhibition period to gather community feedback and inform the final Policy.

PROPOSAL

It is proposed that Council support the Communications and Consultation Strategy presented below.

COUNCIL PLAN

The Council Plan 2025-2029 provides as follows:

Strategic Objective 2: A dynamic and resilient local economy

Priority 2.1: Grow local industry, employment and business opportunities

The proposed Events Management Policy Communications and Consultation Strategy is consistent with the Council Plan 2025-2029.

FINANCIAL IMPLICATIONS

Financial implications associated with the Communications and Consultation Strategy include officer time to undertake the work.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

Risks associated with not proceeding with the Communications and Consultation Strategy include:

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Perception – Lack of trust in Council	A lack of consultation can erode community trust, lead to projects that don't reflect local needs and increase community opposition that may delay or obstruct implementation.	Medium	Implement a structured Communications and Consultation Strategy; provide transparent updates; demonstrate how feedback influences decisions.
Delay in Policy Development due to Non-Approval of Communications and Consultation Strategy	If the Communications and Consultation Strategy is not approved, the development of the Events Management Policy will be delayed, resulting in Council being unable to fulfil the recommendations outlined in the Internal Audit Recommendations Progress Report.	Medium	Implement a structured Communications and Consultation Strategy; provide transparent updates; demonstrate how feedback influences decisions. Ensure clear communication and reporting with Council's Audit and Risk Advisory Committee.

COMMUNICATIONS & CONSULTATION STRATEGY

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Inform	General Moorabool Shire Community Moorabool Shire officers Event organisers Councillors	Have Your Say platform Council website Business Facebook page Business e-newsletter Targeted emails The Village Shopping Centre – Bacchus Marsh	Various	Ongoing	Develop an Events Management Policy to a high standard informed by industry and the local community.

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
		pop-up information stand			
Consult	Event organisers Councillors	Targeted emails Business Facebook page Business e-newsletter Councillor 1:1s	Various	May 2026	Develop an Events Management Policy to a high standard informed by industry and the local community.
Collaborate	Internal events referral group Executive Councillors	1:1 meetings Direct email Councillor and Executive briefings Referral Group meetings	Various	Ongoing	Develop an Events Management Policy to a high standard informed by industry and the local community.

VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

OFFICER'S DECLARATION OF CONFLICT OF INTERESTS

Under section 130 of the *Local Government Act 2020*, officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Leigh McCallaum

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Shannon Maloney

In providing this advice to Council as the Author, I have no interests to disclose in this report.

CONCLUSION

An Events Management Policy was a recommendation of an internal audit undertaken by HLB Mann Judd. Council's Visitor Economy Strategy has also identified a priority theme focused on events. The Events Policy aims to establish a framework for the assessment and approval of temporary events on public or private land. The Communications and Consultation Strategy is presented for Council's approval to commence community consultation prior to the drafting of the Events Management Policy.

12 CUSTOMER AND CORPORATE SERVICES REPORTS

12.1 AUDIT AND RISK ADVISORY COMMITTEE HALF YEARLY REPORT 2025/26

Author: Kaylene Bowker, Executive Assistant

Authoriser: David Jackson, General Manager Customer and Corporate Services

Attachments: 1. **Audit and Risk Advisory Committee Half Yearly Report 2025/26 (under separate cover)**

PURPOSE

The purpose of this report is to present Council with the Audit and Risk Advisory Committee Half Yearly Report 2025/26 (Attachment 1) for noting.

The Audit and Risk Advisory Committee, in alignment with the *Local Government Act 2020* (Act), is required to prepare a report to Council on the Committee's activities twice per annum.

EXECUTIVE SUMMARY

- At its Ordinary Meeting of Council on 6 August 2025, Council adopted the revised Audit and Risk Advisory Committee Charter, in accordance with requirements of the *Local Government Act 2020*.
- In accordance with section 54(5) of the *Local Government Act 2020*, and the Audit and Risk Advisory Committee Charter, the Audit and Risk Advisory Committee is required to prepare a biannual report on the activities of the Committee, including its findings and recommendations, and provide a copy of the report for tabling at a Council meeting.
- This is the half yearly report 2025/26 to be presented to Council. The Committee reviewed this report at its meeting held 25 February 2026 and confirmed it is an accurate reflection of the Committee's activities.

RESOLUTION

Moved: Cr Moira Berry

Seconded: Cr Ally Munari

That Council receive and note the Audit and Risk Advisory Committee Half Yearly Report 2025/26 provided as Attachment 1.

CARRIED

BACKGROUND

The Audit and Risk Advisory Committee Charter (the Charter) was adopted by Council in August 2020. An update was made to the Charter in October 2022 allowing for the extension of external members beyond nine years, at Council's discretion and adopted at the Ordinary Meeting of Council on 5 October 2022.

The Charter has been reviewed to ensure it remains aligned with current organisational needs best practice. While not a statutory requirement under the *Local Government Act 2020*, periodic review of the Charter represents good governance.

The draft Charter was reviewed by the Audit and Risk Advisory Committee in May 2025 and adopted by Council on 6 August 2025, reflecting minor updates that enhance clarity, consistency and alignment with current governance practices.

The Committee comprises of five Council appointed members consisting of three independent members and two Councillors.

Mr Peter Smith was declared Chairperson of the Audit and Risk Advisory Committee at its meeting on 19 November 2025.

In accordance with section 54(5) of the *Local Government Act 2020*, and the Audit and Risk Advisory Committee Charter, the Audit and Risk Advisory Committee is required to prepare a biannual report on the activities of the Committee, including its findings and recommendations, and provide a copy of the report for tabling at a Council meeting.

The Committee has agreed that a report on activities will be prepared for the period 1 July to 31 December and a full year report will be prepared to outline how the Committee has discharged its responsibilities outlined in the Audit and Risk Advisory Committee Charter.

PROPOSAL

This report seeks Council to note the Audit and Risk Advisory Committee Report, which has been prepared in accordance with the Act, and the Committee's Charter.

This is the half yearly report 2025/26 to be presented to Council. The Committee reviewed this report at its meeting held 25 February 2026 and confirmed it is an accurate reflection of the Committee's activities.

COUNCIL PLAN

The Council Plan 2025-2029 provides as follows:

Strategic Objective 4: A Council that engages and adapts

Priority 4.3: Focus resources to deliver on our service promise in a sustainable way

The proposal to note the Audit and Risk Advisory Committee Report is consistent with the Council Plan 2025-2029.

FINANCIAL IMPLICATIONS

There are no financial implications associated with noting the Audit and Risk Advisory Committee Report.

RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Reputational Risk	Not upholding good governance in Council processes. Non-compliance with the requirements relating to Audit and Risk Advisory Committees under the <i>Local Government Act 2020</i> .	Medium	Noting the Audit and Risk Advisory Committee's Report, presented by the Chairperson, provided in accordance with the <i>Local Government Act 2020</i> and the Audit and Risk Advisory Committee Charter. Ongoing adherence to the requirements of the Act and the Charter.

COMMUNICATIONS & CONSULTATION STRATEGY

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Presentation	Audit and Risk Advisory Committee Members	Report presented to the Audit and Risk Advisory Committee.	Darley Civic and Community Hub and Online	25 February 2026	Confirmed accurate report of Committee's activities.
Briefing	Councillors	Chairperson presenting report at Councillor Briefing.	Darley Civic and Community Hub and Online	8 April 2026	Confirmation by Council.

VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted, or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

OFFICER'S DECLARATION OF CONFLICT OF INTERESTS

Under section 130 of the *Local Government Act 2020*, officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – David Jackson

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Kaylene Bowker

In providing this advice to Council as the Author, I have no interests to disclose in this report.

CONCLUSION

It is proposed that the Audit and Risk Advisory Committee Half Yearly Report 2025/26 (Attachment 1) meets the requirements of s.54 of *The Local Government Act 2020* and is in accordance with the Committee's Charter and therefore is recommended for noting by Council.

13 OTHER REPORTS

Nil

14 NOTICES OF MOTION

Nil

15 NOTICES OF RESCISSION

Nil

16 MAYOR'S & COUNCILLORS REPORTS**16.1 MAYOR'S REPORT****Author:** Dianne Elshaug, Co-ordinator CEOs Office**Authoriser:** Derek Madden, Chief Executive Officer**Attachments:** Nil**PURPOSE**

To provide details to the community on the meetings and events attended by the Mayor since the last Ordinary Meeting of Council.

EXECUTIVE SUMMARY

That the Mayor's Report be tabled for consideration at the Ordinary Meeting of Council.

RESOLUTION**Moved:** Cr Moira Berry**Seconded:** Cr Sheila Freeman**That Council receives the Mayor's Report.****CARRIED****Cr Steve Venditti-Taylor – Mayor's Report****Date:** 6 May 2026

7 April	Bacchus Marsh Public Hall Advisory Committee Meeting
8 April	Councillor Briefings – Budget Planning - 2026/27; Audit & Risk Advisory Committee Half Yearly Report 2025/26; Events Management Policy Communications & Consultation Strategy; Arts and Culture Strategy Review Communications and Consultation Strategy; Response to NoM No. 346 - Investigation into the Feasibility of Establishing a Bereaved Parent Support Group within Moorabool Shire; Review of draft SMC Agenda
9 April	Photo Opportunity, Federation Park Planting Day
11 April	Vaisakhi Path West Maddingley Unite Foundation
15 April	- St Martins Blackwood Chapel, Tony McManus - Councillor Briefings – Budget Planning 2026/27 - Unscheduled Meeting of Council

18 April	• Djerriwarrh Creek and Bridge Community Awareness Day • The Crescent Show Festival, Werribee Racecourse
19 April	• St Anne's Cars, Food and Wine Festival
20 April	• Blackwood Trails and Hiking Consultation
22 April	• St Martins Blackwood Chapel New Kitchen Opening • Councillor Briefings – Municipal Revaluation Presentation; Review of the OMC Agenda
23 April	• Photo Opportunity, Bacchus Marsh Chicory Kiln
24 April	• Mount Egerton ANZAC Day Ceremony • Western Highway Action Committee
25 April	• Bacchus Marsh R&SL ANZAC Day Dawn Service, followed by gun fire breakfast • Bacchus Marsh R&SL ANZAC Day Parade • Yendon ANZAC Day Ceremony • Ballan R&SL ANZAC Day Afternoon Cenotaph Service
26 April	• Ballan Church 160th Anniversary
29 April	• Friends of Maddingley Park Roses • Councillor Briefings – Consideration of the Proposed 2026-27 Annual Budget for Consultation
30 April	• BMRRR Community & Multi-Sports Hub Construction Inspection • Official Opening – Federation Park Upgrades
1 May	• Bacchus Marsh Mens Shed BBQ
2 May	• Melton EID Fest, Melton • Federation Park Planting Day
3 May	• Coffee and Cars Marsh Rodders Event • Friends of Werribee River Bacchus Marsh Planting Day
4 May	• Meeting with Steve Morrison and Andrew Neal, Bacchus Marsh Grammar School
5 May	• Virtual Information Session – Wurundjeri Woi-Wurrung Claim (via Zoom link)
6 May	• Ordinary Meeting of Council

16.2 COUNCILLORS REPORTS**Author:** Dianne Elshaug, Co-ordinator CEOs Office**Authoriser:** Derek Madden, Chief Executive Officer**Attachments:** Nil**PURPOSE**

To provide details to the community on meetings and events attended by Councillors since the last Ordinary Meeting of Council.

EXECUTIVE SUMMARY

That the Councillors Reports be accepted for consideration at the Ordinary Meeting of Council.

RESOLUTION**Moved:** Cr Moira Berry**Seconded:** Cr Jarrod Bingham**That Council receives the Councillors Reports.****CARRIED****Cr Jarrod Bingham****Date:** 06 May 2026

25 April	• ANZAC Day Service, Bacchus Marsh
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I would like to acknowledge and pay my respects to Kenneth McDonald who recently passed away and I am sure the Coimadaí Avenue of Honor, and the committees that he's involved in will never be the same, and I'm sure the community will miss Kenneth greatly.

Cr Moira Berry**Date:** 06 May 2026

7 April	• Moorabool Landcare Network, Ballan Chamber
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14 April	• Chair Catch up Meeting Peri Urban Councils Victoria, online
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19 April	• Djerriwarrh Bridge Community Meeting, Melton/Moorabool
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25 April	• Bacchus Marsh RSL Dawn Service • Bacchus Marsh RSL ANZAC Day Parade
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28 April	• Blacksmiths Cottage and Forge Community Asset Committee, Lerderderg Library Bacchus Marsh
30 April	• BMRRR Community and Multi Sports Hub Construction Inspection, Bacchus Marsh • Official Opening Federation Park Darley
1 May	• Peri Urban Group of Rural Councils Victoria Board Meeting, online
2 May	• Federation Park Planting Day
Big shoutout to Marsh Rodders coffee and cars event, for supporting coffee shops and small businesses.	

Cr Sheila Freeman

Date: 06 May 2026

1 April	• Ordinary Meeting of Council
8 April	• Councillor Briefing
13 April	• Bacchus Marsh Aged Care Community Consultation
15 April	• Positive Ageing Advisory Committee • Councillor Briefing • Unscheduled Meeting of Council
18 April	• Coffee with a Councillor
20 April	• Attended Bacchus Marsh Aerodrome Meeting (BMAM)
22 April	• Councillor Briefing
24 April	• Mount Egerton Memorial Park ANZAC Eve Service
25 April	• Bacchus Marsh RSL Dawn Service followed by the March
29 April	• Councillor Briefing
30 April	• BRRR Community & Multi-sports Hub Construction Inspection • Official Opening of Federation Park Darley

Cr John Keogh	
Date: 06 May 2026	
1 April	• Ordinary Meeting of Council
4 April	• Blackwood Easter Fair and Street Parade
5 April	• Blackwood Historical Society
8 April	• Heritage Advisory Committee
15 April	• Councillor Briefing • Development Assessment Committee
20 April	• Blackwood Hiking Hub Feasibility Study
21 April	• Ballan Cycling Hub Feasibility Study
22 April	• Councillor Briefing • St. Martins Kitchen refurbishment opening
25 April	• ANZAC Day Dawn Service, Blackwoods • RSL ANZAC Day Afternoon Service, Ballan
28 April	• Bacchus Marsh Historical Society • Blacksmiths Cottage & Forge Community Asset Committee
29 April	• Councillor Briefing
30 April	• BMRR Pavillion Inspection • Official Opening-Federation Park Upgrades

Cr Ally Munari	
Date: 06 May 2026	
1 April	• Ordinary Meeting of Council
8 April	• Councillor Briefing
22 April	• Councillor Briefing
25 April	• ANZAC Day Service, Ballan
29 April	• Councillor Briefing

30 April	• BMRRR Community and Multi Sports Hub Construction Inspection • Official Opening of Federation Park Darley
I would like to give a shoutout to the Ballan CWA ladies and members, they do amazing work.	

Cr Tom Sullivan***Date:*** 06 May 2026

16 April	• Timber Town Victoria Meeting, online
25 April	• ANZAC Dawn Service, Navigators • ANZAC Day Ceremony, Lal Lal • ANZAC Day Service, Ballan

Cr Paul Tatchell***Date:*** 06 May 2026

I would like to thank the Local RSL and Pippa for the great work she has done across the Shire. Also the people of Myrniong and the work the locals put in to the ANZAC Day events.	
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17 URGENT BUSINESS

18 CLOSED SESSION OF THE MEETING TO THE PUBLIC

Nil

19 MEETING CLOSURE

The Meeting closed at 6.32pm.

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CHAIRPERSON