



ATTACHMENTS

**Ordinary Council Meeting
Under Separate Cover
Wednesday, 4 June 2025**

Table of Contents

11.1	Community Grant Recommendations - March Round 2025	
	Attachment 1 Community Grants March 2025 Round Recommendations.....	4
11.2	Community Asset Committee Membership Nominations	
	Attachment 1 Community Asset Committee Nominations.....	9
12.1	March 2025 Quarterly Financial Report	
	Attachment 1 March 2025 Quarterly Report.....	12
12.2	Audit and Risk Advisory Committee of Council - Reports	
	Attachment 1 Audit and Risk Advisory Committee Summary of Minutes - 19 February 2025	22
	Moorabool Environment and Sustainability Advisory Committee Nominations	
	Attachment 1 Terms of Reference - MESAC	32
13.1	Capital Improvement Program - Quarterly Report to March 2025	
	Attachment 1 Individual Project Status Report.....	37

ATTACHMENT 1 – COMMUNITY GRANTS MARCH 2025 ROUND RECOMMENDATIONS

PROPOSAL

Based on the application assessment process and funding criteria, groups demonstrating a score of 70 or above are recommended to Council for funding. It is proposed that Council allocates funding for grants for the Moorabool Shire March 2025 Community Grants Program as detailed in the tables below:

COMMUNITY STRENGTHENING GRANTS

Recommended:

Group Name	Group Project	Community Grant Requested	Total Project Value
Ballan Racecourse and Recreation Reserve Committee. Inc.	Completion of All Abilities Toilet.	\$5,000	\$37,550
Wombat Regional Arts Network	Celebrating Wombat Arts 25th Year	\$5,000	\$10,000
Moonlite Theatre	Stage Backdrop Curtain System for Enhanced Performances	\$1,400	\$2,817
Ballan and District Probus Club	Multimedia Projector for Club Meetings	\$800	\$800
Springbank Football Netball Club Inc.	New Furniture and Trolley	\$5,000	\$15,311.70
Great Dividing Trail Association Inc.	Lerderberg Track Walk or Ride Guide	\$5,000	\$50,450.90
Lions Club of Ballan	Ballan lions BBQ Trailer	\$5,000	\$10,379
Totals		\$27,200	\$127,308.60

Not Recommended:

Group Name	Group Project	Community Grant Requested	Total Project Value
Ballan District Vintage Machinery and Vehicle Club Inc	Wheels in Motion	\$5,000	\$47,500
Totals		\$5,000	\$47,500

SUSTAINABILITY AND ENVIRONMENTAL ENGAGEMENT GRANTS

Recommended:

Group Name	Group Project	Community Grant Requested	Total Project Value
Pentland Hills Landcare Group Inc	Pentland Hills Landcare Group Control Serrated Tussock Fund Raising Show	\$3,000	\$6,900
Ballan Arboretum Group	Ballan Historic Tree Walk - Voiceover	\$1,836	\$3,672
Bacchus Marsh Platypus Alliance Inc.	Connecting diverse communities with local platypus and river health	\$3,000	\$8,406.52
Totals		\$7,836	\$18,978.52

COMMUNITY ARTS & CULTURE GRANTS**Recommended:**

Group Name	Group Project	Community Grant Requested	Total Project Value
Mr Jason (Broni) Lisle	Introduction to Improv Acting and Comedy	\$3,000	\$6,000
Ms Cat Moser	Your Stage Open Mic	\$3,000	\$6,000
Totals		\$6,000	\$12,000

Not Recommended:

Group Name	Group Project	Community Grant Requested	Total Project Value
SalamFest	Ink & Identity: Exploring Islamic Calligraphy	\$3,000	\$6,000
Mr Justin Nemeth	Arts Portfolio extension	\$3,000	\$8,000
Totals		\$6,000	\$14,000

COMMUNITY EVENTS GRANTS

Recommended:

Group Name	Group Project	Community Grant Requested	Total Project Value
Unite Foundation	Diwali 2025	\$3,000	\$27,000
Totals		\$3,000	\$27,000

Not Recommended:

Group Name	Group Project	Community Grant Requested	Total Project Value
ShreeShakti Bengali Art and Educational Charitable Association Inc	Harmony Festival	\$3,000	\$9,700
Totals		\$3,000	\$9,700

Attachment 1: Community Asset Committee Nominations

Community Asset Committee	Nominee Name
Blacksmith's Cottage & Forge	Allan Comrie
	Jenny Arrowsmith
	Lyn Egan
	Chrissy Stancliffe
	Geoff Stancliffe
	Sharron Dickman
	Heather Robson
	Richard Simon Fisher
	Catherina (Tineke) Carr
	Heath Sampson
Dunnstown Recreation Reserve	Chris Leonard
	Trish White
	Stephen Leonard
	Andrea Lenaghan
	Peter Bowman
	Sam Lenaghan
	Barry Sheehan
	Jaye Cahir
	Gerard Leonard
Elaine Recreation Reserve	Shane Dunne
	Seamus Dunne
	Julie Pantzidis
	Nicholas Pantzidis
	Kate Banner
	Joyce Read
	James Connell
	Karen Hardy
	David Wells
	Stephen Ford
	Joanna Adcock
	Diane Cook
	Chris Guidotti
	Karen Pritchard

Community Asset Committee	Nominee Name
Gordon Public Hall	Jeremy Kruisheer
	Deanne Hocking
	Linda Lawson
	Sandra Jarrett
	Beryl Forster
Greendale Reserves	Sarah Duncanson
	Sarah Nicholson
	Megan Erwin
	Melanie Faivall
	Kristin Sargent
Lal Lal Soldiers Memorial Hall	Engels Leoncini
	Sue Witherspoon
	Peter Witherspoon
	Sally Cameron
	Nardia Elford
	Ann Crick
	John Crick
	Amanda May
	Kenneth Peters
	Siobhan Gosney
Millbrook Community Centre	Catherine Bray (Caz Beacham)
	Jesse Beacham
	Paddy Ryan
	Andrea Weigall
	Mark Weigall
	Mark Labbett
	Amanda Labbett
	Luke Reynolds
	Georgina Reynolds
	Julian Elliott
Navigators Community Centre	Wayne Austin
	Ole Kelderman
	Rick Stephens

Community Asset Committee	Nominee Name
Wallace Public Hall	Tom Button
	Teagan Button
	Josie Donegan
	Paul Mahar
	Allan Tiley
	Karen Tiley
Wallace Recreation Reserve	Allan Tiley
	Josie Donegan
	Karen Tiley
	Leanne O'Neil
	Paul Mahar
	Jacob White
	Michael Quinlan
	Shawn Kennedy

MOORABOOL SHIRE COUNCIL



2024/25

Quarterly Financial Report -
March 2025

CONTENTS

1 Comprehensive Income Statement _____ 1

2 Balance Sheet _____ 3

3 Statement of Capital Works _____ 5

4 Statement of Cashflows _____ 7

1 Comprehensive Income Statement

	Year to Date				Annual			
	Adopted Budget \$'000	Actual \$'000	Variance		Adopted Budget \$'000	Forecast \$'000	Variance	
			\$'000	%			\$'000	%
Income								
Rates and charges	47,327	46,794	(533)	-1%	47,597	47,132	(465)	-1%
Statutory fees and fines	1066	1102	36	3%	1,345	1,405	60	4%
User fees	1,468	1,278	(190)	-13%	2,365	2,492	127	5%
Grants - operating	10,327	10,214	(113)	-1%	10,405	11,785	1,380	13%
Grants - capital (recurrent)	1,603	2,256	653	41%	1,603	2,256	653	41%
Other income	698	816	118	17%	1,016	1,808	792	78%
Interest received	1,326	904	(422)	-32%	1,794	1,794	0	0%
Total Income	63,816	63,365	(451)	-1%	66,125	68,672	2,547	4%
Expenses								
Employee costs	20,909	20,843	66	0%	27,236	27,194	42	0%
Materials and services	15,520	15,673	(153)	-1%	21,263	24,665	(3,402)	-16%
Depreciation	11,924	11,924	0	0%	15,899	15,899	0	0%
Amortisation - right of use assets	0	0	0	0%	0	0	0	0%
Borrowing costs	777	796	(19)	-2%	1,149	1,149	0	0%
Finance costs - leases	0	0	0	0%	0	0	0	0%
Other expenses	407	479	(72)	-18%	621	691	(70)	-11%
Net loss on asset disposal	(386)	(463)	77	-20%	1,500	1,074	426	28%
Total Expenses	49,150	49,253	(103)	0%	67,668	70,672	(3,004)	-4%
Adj Underlying Surplus / (Deficit)	14,666	14,112	(554)	-4%	(1,543)	(2,000)	(457)	30%
Add Capital / Non-recurrent income								
Grants - capital (non-recurrent)	8,113	8,476	363	4%	1,515	12,750	11,235	55%
Contributions - monetary	1,650	5,142	3,492	212%	2,580	6,960	4,380	170%
Contributions - non-monetary assets	0	0	0	0%	7,500	7,500	0	0%
Total Surplus / (Deficit)	24,429	27,730	3,301	14%	10,051	25,209	15,158	53%

Key 'Year to Date' Variances;

Income

Rates and charges – Reduction in Supplementary Rates income.

User fees – Unfavourable mainly due to the timing of income received for Subdivisions and Animal Registrations.

Grants – capital (recurrent) – Increase in grant funds for Roads to Recovery, due to bringing forward works in 2024/25.

Other income – Additional contributions received for Recycling (Council share of Container Deposit Scheme), and Waste Education.

Interest Received – Mainly timing issues relating to Interest received on Term Deposits.

Expenses

Materials and services – Over budget at the end of March mainly due to costs relating to electrical repair works at Bacchus Marsh Racecourse and Recreation Reserve (fully covered by insurance claim).

Capital / Non-recurrent income

Contributions - monetary – There has been an increase in what will be received this financial year for Developer Contributions.

Key 'Annual' Variances;**Income**

Rates and charges – Forecast to be unfavourable due to a decrease in expected income from Supplementary Rates. This will be partially offset by an increase in Waste Charges Income.

Grants - operating – Favourable mainly due to grant funding received but not recognised in prior financial years (therefore included in the Forecast and not the adopted budget). These include; Youth Engagement Support Program, CALD Outreach Initiative, Recovery Hub, and Local Planning and Change Management Grant.

There is also an increase in Grants Commission Income, and new funding received since the adoption of the budget. These new projects include; Social Q, Community Road Safety Strategy, and First Nations Parent Group.

Grants – capital (recurrent) – Forecast to be favourable mainly due to a new proposal that brings forward future years Roads to Recovery allocations to deliver additional works in 2024/25.

Other income – Unbudgeted income will be received for an Insurance Claim for electrical repair works at Bacchus Marsh Racecourse and Recreation Reserve. Other increases include income for Councils share of the Container Deposit Scheme, and lease income for Communication Towers.

Expenses

Materials and services – Unfavourable mainly due to costs associated with grant funded projects that were incomplete in the prior financial year. These include Recovery Hub, CALD Outreach Initiative, Best Start Program, and Local Planning & Change Management Grant.

There is also an increase in costs due to an Insurance Claim at Bacchus Marsh Racecourse and Recreation Reserve (fully recoverable).

Other increases relate to Insurance Premiums, Condition Assessments, and Legal costs.

Net loss on asset disposal – Increase in Plant sales expected mainly due to a delay in the turnover of various plant items from last financial year.

Capital / Non-recurrent income

Grants – capital (non-recurrent) – The forecast includes grant funds received in prior financial years for projects expected to be completed this financial year. These include; Ballan Library Facility, Aqualink, and Bald Hill Redevelopment.

Contributions - monetary – Contributions from Developers are expected to increase this financial year.

2 Balance Sheet

	Year to Date			
	Last Year \$'000	Current \$'000	Variance	
			\$'000	%
Assets				
Current Assets				
Cash and cash equivalents	19,091	14,377	(4,714)	-25%
Other financial assets	2,000	5,500	3,500	175%
Trade and other receivables	21,440	27,901	6,461	30%
Non-current assets classified as held for sale	0	0	0	0%
Other assets	1,295	264	(1,031)	-80%
Total Current Assets	43,826	48,041	4,215	10%
Non-Current Assets				
Trade and other receivables	97	15	(82)	-84%
Investments in associates	0	0	0	0%
Property, infrastructure, plant and equipment	801,954	869,276	67,322	8%
Right-of-use assets	0	0	0	0%
Total Non-Current Assets	802,052	869,290	67,238	8%
Total Assets	845,878	917,332	71,454	8%
Liabilities				
Current Liabilities				
Trade and other payables	2,885	3,730	845	29%
Trust funds and deposits	5,387	7,674	2,287	42%
Unearned income/revenue	16,402	8,452	(7,950)	-48%
Provisions	5,171	5,317	146	3%
Interest-bearing loans and borrowings	14,618	20,626	6,008	41%
Lease liabilities	0	0	0	0%
Total Current Liabilities	44,463	45,799	1,336	3%
Non-Current Liabilities				
Provisions	447	774	327	73%
Interest-bearing loans and borrowings	10,661	10,035	(626)	-6%
Lease liabilities	0	0	0	0%
Total Non-Current Liabilities	11,108	10,809	(299)	-3%
Total Liabilities	55,571	56,608	1,037	2%
Net Assets	790,307	860,724	70,417	9%
Represented by:				
Accumulated surplus	279,369	301,960	22,591	8%
Asset revaluation reserve	499,724	545,230	45,506	9%
Other reserves	11,214	13,534	2,320	21%
Total Equity	790,307	860,724	70,417	9%

Key variances compared to March last financial year;

Assets

Trade and other receivables – Increased by \$6.461m due to an increase in Rates Debtors (\$2.144m) and Other Debtors (\$3.893m). Rates Debtors have increased mainly due to growth in property numbers (increasing Council's rates base). Other Debtors have increased primarily due to large invoices raised in March for Developer Contributions.

Other assets – The decrease from March 2024 is due to reimbursements received for Storm Recovery works relating to the October 2022 event.

Property, infrastructure, plant and equipment – The increase from March last year mainly relates to Asset Revaluations and the completion of the Capital Improvement Program in the 2023/24 financial year. It is also the net result of assets contributed by developers, assets disposed, capital spend in 2024/25, and depreciation.

Liabilities

Trade and other payables – Greater than last year mainly due to a timing variance with the last payment run processed in March.

Trust funds and deposits – \$2.287m more than last year due to increases in deposits held for Subdivisions and Contract Retentions.

Unearned income/revenue – \$7.950m less than March last year due to recognising some larger grants as income. These relate to projects completed or nearing completion such as; Aqualink, West Maddingley Early Years Hub, and Taverner Street.

Interest-bearing loans and borrowings – The net balance is greater by \$5.382m overall (current and non-current) compared to the same time last year. This mainly relates to Council taking up new borrowings of \$6.000m in the last quarter of the 2023/24 financial year.

Provisions (non-recurrent) – Increase in non-recurrent Long Service Leave Liability.

Equity

Accumulated surplus – The increase of \$22.591m since March last year reflects Council's operating result during the 2023/24 financial year and the first nine months of 2024/25.

Asset revaluation reserve – The increase of \$45.506m relates to the revaluation of Infrastructure Assets in the 2023/24 financial year.

3 Statement of Capital Works

	Year to Date				Annual			
	Adopted Budget \$'000	Actual \$'000	Variance		Adopted Budget \$'000	Forecast \$'000	Variance	
			\$'000	%			\$'000	%
Property								
Land	0	0	0	0%	0	0	0	0%
Buildings	5,654	6,097	443	8%	23,011	10,535	(12,476)	-54%
Total Property	5,654	6,097	443	8%	23,011	10,535	(12,476)	-54%
Plant and equipment								
Plant, machinery and equipment	2,635	1,816	(819)	-31%	2,376	4,064	1,688	71%
Computers and telecommunications	914	942	28	3%	653	1,738	1,085	166%
Library books	0	0	0	0%	121	121	0	0%
Total plant and equipment	3,549	2,757	(792)	-22%	3,150	5,922	2,772	88%
Infrastructure								
Roads	9,482	8,955	(527)	-6%	11,267	10,675	(592)	-5%
Bridges	50	4	(46)	-92%	1,500	15	(1,485)	-99%
Footpaths and cycleways	2,612	931	(1,681)	-64%	1,925	2,953	1,028	53%
Drainage	211	213	2	1%	144	380	236	164%
Recreational, leisure and community facilities	5,544	4,514	(1,030)	-19%	947	6,009	5,062	535%
Parks, open space and streetscapes	176	23	(153)	-87%	4,133	219	(3,914)	-95%
Other infrastructure	931	572	(359)	-39%	408	1,123	715	175%
Total infrastructure	19,007	15,211	(3,796)	-20%	20,324	21,374	1,050	5%
Total capital works expenditure	28,209	24,066	(4,143)	-15%	46,485	37,831	(8,654)	-19%
Represented by:								
New	8,756	8,777	21	0%	21,892	13,942	(7,950)	-36%
Renewal	18,422	14,527	(3,895)	-21%	21,858	22,810	952	4%
Upgrade	1,031	762	(269)	-26%	2,735	1,080	(1,655)	-61%
Total Capital Works	28,209	24,066	(4,143)	-15%	46,485	37,831	(8,654)	-19%

Key 'Year to Date' Variances;

Buildings – Actual spend is more than budget mainly due to the timing of costs associated with the Ballan Library, and Navigators Community Centre.

Plant, machinery, and equipment – Actual spend is less than the year-to-date budget due to the timing of new plant purchases being slightly delayed.

Roads – The overspend so far is related to timing issues across various projects. Some of the larger projects include Clarendon-Lal Lal Road, Mortons Road, and Ballan-Meredith Road.

Footpaths and cycleways – Under budget as at the end of March mainly due to the timing of Aqualink works and Clarendon-Lal Lal Road.

Recreational, leisure and community facilities – At the end of March is less than budget due to timing issues with projects for McLean Reserve, Bald Hill, Bacchus Marsh Racecourse and Recreation Reserve, and Federation Park.

Other infrastructure – Timing issues with expenditure on Masons Lane Dog Park and also Forward Design Program.

Key 'Annual' Variances;

Buildings – Expected to be under budget due to the likelihood some projects will be incomplete/deferred at year end and carried over to next financial year. These include Bacchus Marsh Bowls Club, Bacchus Marsh Racecourse and Recreation Reserve Pavilion, and Ballan Library.

Plant, machinery and equipment – The increase from the Adopted budget reflects unspent funds from the previous financial year. Some major items of plant had been ordered but not delivered, therefore the funds were carried over to 2024/25.

Computers and telecommunications – Forecast to spend more than budget due to unspent funds from prior years being carried over to this financial year. The carry over amount was not included in the Adopted budget.

Roads – Forecast to be under budget due to some identified savings, and also some carry overs into next financial year.

Bridges – Expected to be under budget due to works at Woolpack Road being deferred to next financial year.

Footpaths and cycleways – Forecast to spend more than the original budget due to Aqualink. Parts of this project were carried over from last financial year and not included in the Adopted budget.

Drainage – Expected to be more than budget due to carrying over unspent funds from last financial year.

Recreational, leisure and community facilities – Will be greater than budget due to carrying over unspent funds from last financial year.

Other infrastructure – The adopted budget does not include the carryover of unspent funds relating to Masons Lane Dog Park. There is also an estimated overspend for Blackwood Small Town Improvements.

4 Statement of Cashflows

	Year to Date				Annual			
	Adopted Budget \$'000	Actual \$'000	Variance		Adopted Budget \$'000	Forecast \$'000	Variance	
			\$'000	%			\$'000	%
Cash flows from operating activities								
Receipts								
Rates and charges	36,631	36,171	(460)	-1%	47,597	47,132	(465)	-1%
Statutory fees and charges	1,066	1,102	36	3%	1,345	1,405	60	4%
User fees	1,468	1,278	(190)	-13%	2,365	2,492	127	5%
Grants - operating	11,077	9,427	(1,650)	-15%	10,405	11,785	1,380	13%
Grants - capital	4,716	4,975	259	5%	3,118	15,005	11,887	381%
Contributions - monetary	1,650	5,142	3,492	212%	2,580	6,960	4,380	170%
Interest received	1,326	904	(422)	-32%	1,794	1,794	0	0%
Other receipts	698	674	(24)	-3%	1,016	1,808	792	78%
Employee costs	(21,159)	(20,453)	706	-3%	(26,944)	(27,194)	(250)	1%
Materials and services	(16,520)	(15,511)	1,009	-6%	(21,263)	(24,665)	(3,402)	16%
Other payments	(407)	(479)	(72)	18%	(621)	(691)	(70)	11%
Net cash provided by (used in) operating activities	20,548	23,231	2,683	13%	21,391	35,831	14,440	68%
Cash flows from investing activities								
Proceeds from sale of property, plant and equipment, infrastructure	386	463	77	20%	515	941	426	83%
Payments for property, plant and equipment, infrastructure	(22,209)	(23,649)	(1,440)	6%	(27,022)	(37,831)	(10,809)	40%
Net cash provided by (used in) investing activities	(21,823)	(23,186)	(1,363)	6%	(26,507)	(36,891)	(10,384)	39%
Cash flows from financing activities								
Finance costs	(777)	(796)	(19)	2%	(1,149)	(1,149)	0	0%
Proceeds from borrowings	0	0	0	0%	2,025	2,025	0	0%
Repayment of borrowings	(469)	(469)	0	0%	(1,832)	(1,832)	0	0%
Net cash provided by (used in) financing activities	(1,246)	(1,264)	(18)	1%	(956)	(956)	0	0%
Net increase (decrease) in cash and cash equivalents	(2,521)	(1,219)	1,302	-52%	(6,071)	(2,015)	4,056	-67%
Cash and cash equivalents at the beginning of the financial year	35,055	21,097	(13,958)	-40%	35,055	21,097	(13,958)	-40%
Cash and cash equivalents at the end of the financial year	32,534	19,877	(12,657)	-39%	28,983	19,082	(9,901)	-34%

Key 'Year to Date' Variances;

Rates and charges – Reduction in Supplementary Rates income.

User fees – Unfavourable due to the timing of income received for Subdivisions and Animal Registrations.

Grants - operating – Just timing issues so far with receiving various operating grants. These include Bush Fire Preparedness, Best Start Program, and Supported Playgroups.

Contributions - monetary – More than budget due to an increase in Developer Contributions.

Interest received – Mainly timing issues relating to Interest received on Term Deposits.

Materials and services – More than budget mainly due to expenditure on projects/programs carried over from previous financial years. These funds were not included in the adopted budget.

Payments for property, infrastructure, plant and equipment – Actual spend is more than the year-to-date budget due to expenditure on projects carried over from previous financial years.

Key 'Annual' Variances;

Rates and charges – Forecast to be less than budget due to a decrease in expected income from Supplementary Rates. This will be partially offset by an increase in Waste Charges Income.

Grants - operating – The forecast is greater as it contains grants carried over for projects not completed last financial year.

Grants - capital – The forecast is greater as it contains grants carried over for projects not completed last financial year. Some of the larger grants include; Ballan Library Facility, Aqualink, and Bald Hill Redevelopment.

Contributions - monetary – Contributions from Developers are expected to increase this financial year.

Materials and services – Unfavourable mainly due to costs associated with grant funded projects that were incomplete in the prior financial year. Other increases relate to electrical works at Bacchus Marsh Racecourse and Recreation Reserve (insurance claim), Insurance Premiums, Legal Costs, and Asset Condition Audits.

Payments for property, infrastructure, plant and equipment – Will be more than budget due to expenditure on projects carried over from previous financial years. These projects were not included in the adopted budget.



SUMMARY OF MINUTES

Audit & Risk Advisory Committee Meeting Wednesday, 19 February 2025

Date: Wednesday, 19 February 2025

Time: 9.30am

**Location: North Wing Meeting Room 1, Darley Civic and
Community Hub and Online via Teams**

Closed Audit & Risk Committee Meeting Minutes

19 February 2025

Order Of Business

1	Opening	3
2	Appointment of Chairperson	3
3	Present and Apologies	3
4	Confirmation of Minutes	4
5	Disclosure of Conflicts of Interest.....	4
6	Internal Audits	4
6.1	Strategic Four Year Internal Audit Plan 2025-2028.....	4
6.2	Internal Audit Status Report.....	5
6.3	IT Strategy and Governance - Internal Audit Final Report.....	5
6.5	ICT Strategy Update.....	5
9.3	Quarterly Security Update February 2025	6
6.4	Draft Internal Audit Scope - Animal Management.....	6
7	External Audits.....	6
7.1	Annual Review of Significant Accounting Policies and Disclosures	6
7.2	Audit Strategy for Year Ending 30 June 2025.....	7
6	Internal Audits (cont'd).....	8
6.6	Progress Report: Implementation of Internal Audit Actions - Second Quarter 2024/25	7
8	Audit and Risk Advisory Committee Workplan.....	7
8.1	Audit and Risk Advisory Committee Workplan Update	7
8.2	Internal Control Environment Related Policies for Committee Review	8
9	Officer Reports.....	8
9.1	Audit and Risk Advisory Committee - Independent Chair Half Yearly Report 2024/25	8
9.2	Quarterly Financial Report December 2024	8
9.4	Gifts and Hospitality Register 2024.....	8
9.5	Business Continuity Plan - Sub Plans Update	9
9.6	Risk Management & OHS	9
9.7	Governance & Compliance.....	9
10	Correspondence	10
10.1	VAGO Correspondence and Reports	10
11	General Business	10
12	Meeting Closure	10

**MINUTES OF MOORABOOL SHIRE COUNCIL
CLOSED AUDIT & RISK COMMITTEE MEETING
HELD AT NORTH WING MEETING ROOM 1, DARLEY CIVIC AND COMMUNITY HUB
AND ONLINE VIA TEAMS
ON WEDNESDAY, 19 FEBRUARY 2025 AT 9.30AM**

1 OPENING

The meeting opened at 9.30am.

2 APPOINTMENT OF CHAIRPERSON**COMMITTEE RESOLUTION**

Moved: Cr Moira Berry

Seconded: Mr Peter Smith

That the Audit and Risk Advisory Committee appoint Ms Linda MacRae as Chairperson for the period from 19 February 2025 until 30 September 2025.

CARRIED

3 PRESENT AND APOLOGIES

Ms Linda MacRae	External Representative – Chairperson – In person
Cr Moira Berry	Councillor Representative – In person
Mr Simon Dalli	External Representative – In person
Mr Peter Smith	External Representative – In person

IN ATTENDANCE:

Mr Derek Madden	Chief Executive Officer – In person
Mr David Jackson	General Manager Customer and Corporate Services – In person
Mr James Hogan	Chief Financial Officer – In person
Ms Robyn Head	Coordinator Financial Services – In person
Mr Joseph Spiteri	Manager Governance and Civic Support – In Person
Mr Henry Bezuidenhout	Executive Manager Community Planning and Development – Online
Mrs Kaylene Bowker	EA Community Strengthening and Customer and Corporate Services – In person
Mr David Ryan	Chief Information Officer – Joined in person for items 6.3, 6.5 and 9.3 and at 10.30am left the meeting

Closed Audit & Risk Committee Meeting Minutes

19 February 2025

Auditors:

Mr Graham Noriskin	Aster Advisory – Online (at 10.33am left the meeting after item 6 - Internal Audits)
Mr Jordan McFadden	Aster Advisory – In person
Mr Tim Fairclough	Crowe – Joined online at 10.30am and at 10.55am left the meeting after item 7 - External Audits.
Mr Nerio Nyakujipa	Crowe – Joined online at 10.30am and at 10.55am left the meeting after item 7 - External Audits.

APOLOGIES:

Cr Paul Tatchell	Councillor Representative
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4 CONFIRMATION OF MINUTES**COMMITTEE RESOLUTION****Moved: Mr Peter Smith****Seconded: Cr Moira Berry**

That the minutes of the Audit and Risk Advisory Committee Meeting held on Wednesday 11 December 2024 be confirmed.

CARRIED**5 DISCLOSURE OF CONFLICTS OF INTEREST**

Nil

6 INTERNAL AUDITS**6.1 STRATEGIC FOUR YEAR INTERNAL AUDIT PLAN 2025-2028****COMMITTEE RESOLUTION****Moved: Mr Simon Dalli****Seconded: Cr Moira Berry**

That the Audit and Risk Advisory Committee:

- 1. Endorses the Strategic Four Year Internal Audit Plan 2025-2028 as presented by Aster Advisory, provided as Attachment 1 to this report**
- 2. Notes that the Cyber Security Internal Audit Scope will be presented at the next Committee meeting in May 2025 and this scope will take into consideration the issues discussed at this meeting around testing and controls.**

CARRIED

6.2 INTERNAL AUDIT STATUS REPORT**COMMITTEE RESOLUTION**

Moved: Mr Peter Smith

Seconded: Mr Simon Dalli

That the Audit and Risk Advisory Committee notes the contents of the:

1. Internal Audit Status Report – February 2025 (provided as Attachment 1 to this report).
2. Recent Issues Brief – October to December 2024 (provided as Attachment 2 to this report).
3. Internal Audit Plan Summary (provided as Attachment 3 to this report).

CARRIED

6.3 IT STRATEGY AND GOVERNANCE - INTERNAL AUDIT FINAL REPORT**COMMITTEE RESOLUTION**

Moved: Cr Moira Berry

Seconded: Mr Peter Smith

That the Audit and Risk Advisory Committee:

1. receives and notes the IT Strategy and Governance Internal Audit Final Report, provided as Attachment 1 to this report; and
2. requests officers implement the recommendations contained within the IT Strategy and Governance Internal Audit Final Report and that all the agreed recommendations include dates for completion together with the officer responsible for the implementation of such actions.

CARRIED

The Chairperson determined that Item 6.5 ICT Strategy Update should be brought forward and considered at this point of the meeting.

6.5 ICT STRATEGY UPDATE**COMMITTEE RESOLUTION**

Moved: Mr Simon Dalli

Seconded: Mr Peter Smith

1. That the Audit and Risk Advisory Committee receive and note the ICT Strategy update related to the recommendations from the Cyber Security Governance Internal Audit.
2. That the Committee be advised at each meeting (or at least twice per year) regarding the status of the projects outlined in the current ICT Strategy together with ICT proposals for the short, medium and long term future.

CARRIED

Closed Audit & Risk Committee Meeting Minutes

19 February 2025

The Chairperson determined that Item 9.3 Quarterly Security Update February 2025 should be brought forward and considered at this point of the meeting.

9.3 QUARTERLY SECURITY UPDATE FEBRUARY 2025**COMMITTEE RESOLUTION****Moved: Mr Simon Dalli****Seconded: Cr Moira Berry****That the Audit and Risk Advisory Committee:**

- 1. Notes the recent security event and associated actions.**
- 2. Notes Council's security posture is within the current tolerance.**

CARRIED

6.4 DRAFT INTERNAL AUDIT SCOPE - ANIMAL MANAGEMENT**COMMITTEE RESOLUTION****Moved: Mr Peter Smith****Seconded: Cr Moira Berry****That the Audit and Risk Advisory Committee:**

- 1. approves the Draft Internal Audit Scope – Animal Management (provided as Attachment 1 to this report); and**
- 2. approves the commencement of the audit process.**

CARRIED

The Chairperson determined that Item 7 External Audits (including items 7.1 and 7.2) should be brought forward and considered at this point of the meeting when the External Auditors joined the meeting online.

7 EXTERNAL AUDITS**7.1 ANNUAL REVIEW OF SIGNIFICANT ACCOUNTING POLICIES AND DISCLOSURES****COMMITTEE RESOLUTION****Moved: Mr Peter Smith****Seconded: Cr Moira Berry**

- 1. That the Audit and Risk Advisory Committee receive and note the Annual Review of Significant Accounting Policies and Disclosures.**
- 2. The Committee requested any relevant correspondence from Crowe (or any other relevant body) relating to AASB 13 Fair Value Measurement be forwarded to the Committee 'out of session'.**

CARRIED

7.2 AUDIT STRATEGY FOR YEAR ENDING 30 JUNE 2025**COMMITTEE RESOLUTION****Moved: Mr Peter Smith****Seconded: Cr Moira Berry**

That the Audit and Risk Advisory Committee receive and note the report on the Draft Audit Strategy for the financial year ending 30 June 2025.

CARRIED

6.6 PROGRESS REPORT: IMPLEMENTATION OF INTERNAL AUDIT ACTIONS - SECOND QUARTER 2024/25**COMMITTEE RESOLUTION****Moved: Cr Moira Berry****Seconded: Mr Simon Dalli**

- 1. That the Audit and Risk Advisory Committee receive the status reports for the second quarter 2024-2025 for the Internal Audit Recommendation Actions and the Audit Committee Resolution Actions.**
- 2. Further to a Committee Resolution from the Committee Meeting held on 15 November 2023, item 5.5 Child Safe Standards Internal Audit Update, the Committee again recommend to Council that it give consideration to a policy position that all Councillors be required to undertake a Working with Children Check (WWCC) and to include this item into the Code of Conduct for Councillors.**

CARRIED

8 AUDIT AND RISK ADVISORY COMMITTEE WORKPLAN**8.1 AUDIT AND RISK ADVISORY COMMITTEE WORKPLAN UPDATE****COMMITTEE RESOLUTION****Moved: Mr Peter Smith****Seconded: Mr Simon Dalli**

- 1. That the Audit and Risk Advisory Committee notes the progress of its 2025 Annual Workplan as provided in Attachment 1.**
- 2. The Committee requested a 'Committee Action Sheet' be created providing details of outstanding items from previous meetings and that this schedule be presented at each meeting as a tracking mechanism.**

CARRIED

8.2 INTERNAL CONTROL ENVIRONMENT RELATED POLICIES FOR COMMITTEE REVIEW**COMMITTEE RESOLUTION**

Moved: Cr Moira Berry

Seconded: Mr Peter Smith

That the Audit and Risk Advisory Committee determines which of the Internal Control Environment related policies as shown in Attachment 1, that the Committee will review and have oversight of.

CARRIED

9 OFFICER REPORTS**9.1 AUDIT AND RISK ADVISORY COMMITTEE - INDEPENDENT CHAIR HALF YEARLY REPORT 2024/25****COMMITTEE RESOLUTION**

Moved: Mr Peter Smith

Seconded: Cr Moira Berry

1. That the Audit and Risk Advisory Committee note the Independent Chair Half Yearly Report 2024/25, as presented by the Audit and Risk Advisory Committee Chairperson, Ms Linda MacRae, and included as Attachment 1 to this report.
2. That the Independent Chair Half Yearly Report 2024/25 be presented to the Council at the next available opportunity.

CARRIED

9.2 QUARTERLY FINANCIAL REPORT DECEMBER 2024**COMMITTEE RESOLUTION**

Moved: Cr Moira Berry

Seconded: Mr Peter Smith

That the Audit and Risk Advisory Committee receives the Quarterly Financial Report – December 2024.

CARRIED

9.4 GIFTS AND HOSPITALITY REGISTER 2024**COMMITTEE RESOLUTION**

Moved: Mr Simon Dalli

Seconded: Mr Peter Smith

That the Audit and Risk Advisory Committee notes the 2024 Gift and Hospitality Register.

CARRIED

Closed Audit & Risk Committee Meeting Minutes19 February 2025

9.5 BUSINESS CONTINUITY PLAN - SUB PLANS UPDATE**COMMITTEE RESOLUTION****Moved: Cr Moira Berry****Seconded: Mr Simon Dalli**

That the Audit and Risk Committee receive the Business Continuity Plan Sub Plan progress update and note a further update will be presented at the May 2025 meeting.

CARRIED

9.6 RISK MANAGEMENT & OHS**COMMITTEE RESOLUTION****Moved: Mr Peter Smith****Seconded: Mr Simon Dalli**

That the Audit and Risk Committee receive and note the Occupational Health and Safety and Risk Management Update.

CARRIED

9.7 GOVERNANCE & COMPLIANCE**COMMITTEE RESOLUTION****Moved: Mr Peter Smith****Seconded: Cr Moira Berry**

That the Audit and Risk Committee receive and note updates on the following matters:

- 1. Compliance with Legislation and Policies;**
- 2. Behaviour, Fraud and Corruption; and**
- 3. Significant Legal Matters.**

CARRIED

10 CORRESPONDENCE

10.1 VAGO CORRESPONDENCE AND REPORTS

COMMITTEE RESOLUTION

Moved: Mr Simon Dalli

Seconded: Mr Peter Smith

That the Audit and Risk Advisory Committee receive and note the VAGO correspondence:

- 1. VAGO Status Report – November 2024**
- 2. VAGO Status Report – January 2025**
- 3. VAGO Audit Engagement Letter**

CARRIED

11 GENERAL BUSINESS

The CEO advised that there are currently several matters resulting from State Government directives or policies (current or proposed) that are impacting, or have the potential to impact, Council’s financial and other resources.

12 MEETING CLOSURE

The Meeting closed at 11.33am.

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CHAIRPERSON



Moorabool Environment and Sustainability Advisory Committee

Terms of Reference

1. Purpose

To provide advice and support to Council on matters relating to:

- Conservation
- Biodiversity
- Environment
- Pest and Weed programs on Council owned and managed land and roadsides
- Waste and Circular Economy
- Water quality
- Sustainability including climate change adaptation and energy efficiency

and related matters within the municipality as referred by Council, to ensure Council's decisions are evidence based and informed by strong community input.

2. Objectives

The Committee is an Advisory Committee of Council with the following functions:

- a) Receive updates and provide feedback on the preparation and/or review of key environment and sustainability strategies and policies.
- b) Provide input into the action plans arising from applicable strategies.
- c) Provide feedback for projects, initiatives or legislation that impact environment and sustainability activities across the Shire.
- d) Provide input into the development and enhancement of environment and sustainability services and programs offered to the Moorabool Shire Community.
- e) Provide feedback on matters raised by Council relating to current and emerging issues relevant to environment and sustainability.

3. Definitions

- **Acting Chairperson** means a Councillor (appointed as a sub representative) or alternative Senior Council Officer/delegate, in the absence of the Chairperson
- **Chairperson** means a Councillor or Senior Officer of Council Staff appointed to support the Committee
- **Chief Executive Officer** means the Chief Executive Officer of Council

Moorabool Environment and Sustainability Advisory Committee**Terms of Reference**

- **Committee** means the Moorabool Environment and Sustainability Advisory Committee
- **Community Member** is a member of a Committee who is not a Councillor or a member of Council staff
- **Council** means Moorabool Shire Council
- **Councillor** means a Councillor of Moorabool Shire Council

4. Dates, Times and Places of Meetings

- 4.1** Times and dates of meetings of the Committee shall be at the discretion of the Chairperson, after seeking the views of members of the Committee.
- 4.2** The Advisory Committees will hold a minimum of five (5) meetings over the February to December period inclusive. Additional meetings throughout the period will be subject to the approval of the Chairperson.
- 4.3** Meetings shall be held at the Council offices in Bacchus Marsh or Ballan, online (dependant on network connectivity), or an appropriate alternative location.
- 4.4** An agenda for meetings held, will be delivered to each Committee member at least one (1) week prior to the date of each meeting.

5. Membership and Attendance**5.1 Appointments to Committees**

- a) Council shall undertake an expression of interest process calling for community members with an invitation for membership being extended to appropriate community groups throughout the Shire, seeking nomination for appointment of a representative and deputy.
- b) The following criteria shall apply for the selection of members:
 - i) Skills and other attributes of the applicant
 - ii) Qualifications of the applicant
 - iii) The level of experience and interest in the work of the Committee
 - iv) Membership with an environmental or sustainability group based within Moorabool Shire
 - v) A broad distribution of applicants, in terms of the geographic and physical location within municipality
 - vi) Broad representation of applicants that reflect the diversity of Moorabool.
- c) Necessary arrangements will be made by Council administration to facilitate the short-listing and selection of community applicants for the Committee.
- d) The Committee will be convened by Council and shall comprise:
 - i) Two (2) Councillors of Moorabool Shire Council, One (1) Councillor and One (1) Deputy”
 - ii) Appropriate Council Officers

Moorabool Environment and Sustainability Advisory Committee**Terms of Reference**

- iii) Up to ten (10) members community members who reside within the boundaries of Moorabool Shire Council
- e) Non-voting representatives from relevant Government agencies such as water authorities, EPA, Department of Energy, Environment and Climate Action can be invited to speak to relevant topics.

5.2 Term of Appointment

Councillor members shall be appointed for a period, as deemed appropriate, so long as the period of appointment does not extend past the existing Council term.

The period of appointment for Community members shall be for the duration of the existing Council term.

After two years of membership Council will check in with current members to ensure they wish to continue for the remainder of the Council term.

5.3 Attendance

A Committee member shall endeavour to advise the Chairperson and/or delegate of non-attendance at any meeting prior to the commencement of the meeting.

Attendance is recorded in the minutes.

In virtual meetings, Committee attendance can only be recorded where the member can confirm that they meet all three of the following (dependent on network connectivity of the members in attendance):

- They can hear proceedings;
- They can see other members in attendance and can be seen by other members;
- They can be heard (to speak)

A quorum of members of the Committee is breached where a member forming a quorum cannot meet the above requirements.

5.4 Failure to Attend Meetings

Any member who is unable to attend three (3) consecutive Advisory Committee meetings shall notify the Chairperson and/or delegate in writing as to his/her availability to continue to be a member of the Committee.

5.5 Resignation of Committee Member

- a) A Committee member may resign from the Committee by advising the Chairperson and/or delegate in writing.
- b) Following the resignation of a Committee member, a new Committee member will be appointed as per the procedure outlined in 5.1.
- c) If there is less than six months left in the existing Council term, then the position will remain vacant.

6. Conflict of Interest and Confidentiality

- 6.1 Committee Members will enter into a *Pledge of Confidentiality* agreement at the commencement of their term.
- 6.2 Committee Members must disclose a Conflict of Interest in accordance with the Local Government Act 2020.
- 6.3 In the event of a Conflict of Interest arising the Committee Member:
 - a) Must disclose the interest and clearly state the nature of the interest at the meeting before the matter is considered.
 - b) Must leave the room and not participate in any discussion and/or decision.
 - c) The disclosure must be recorded in the meeting minutes including the time the Committee Member left and returned into the room. If the Chairperson is declaring a conflict of interest, a deputy or elected Chair will take over the meeting until the next agenda item for which the Chair does not have a Conflict of Interest.

7. Quorum

- 7.1 A quorum is the majority of appointed members but must include either the Chairperson or Acting Chairperson.
- 7.2 If a quorum is not present within 30 minutes of the time appointed for the commencement of the meeting, the meeting shall lapse. If a quorum fails after the commencement of the meeting, the meeting shall lapse.
- 7.3 Business that is unfinished at the completion of a meeting may at the discretion of the Chairperson be referred to the next meeting of the Committee.

8. Chairperson

- 8.1 Meetings will be chaired by the appointed Councillor or deputy, relevant Senior Officer of Council Staff or delegate.
- 8.2 Duties and Discretions
 - a) must not accept any motion, question or statement which is derogatory, or defamatory of any Councillor, Committee Member, member of Council staff, or member of the community; and
 - b) must call to order any person who is disruptive or unruly during any meeting.

9. Operations

- 9.1 Meetings shall be held in accordance with adopted Council meeting guidelines (ie. Local Law or other adopted guidelines as required).
- 9.2 The Committee has no budgetary responsibilities, decision-making powers or delegated authority but serves to make recommendations for Council's consideration.
- 9.3 The Committee shall follow the general consensus principle, when determining its preferred position on matters under discussion.

Moorabool Environment and Sustainability Advisory Committee**Terms of Reference**

- 9.4 Committee members will not publicly comment on behalf of the group. Neither will it seek to advocate on the needs of individual organisations.
- 9.5 The Council will provide the necessary support to assist the Committee to function effectively including:
 - a) Maintaining contacts details of members.
 - b) Preparing and distributing agendas and prior reading materials.
 - c) Preparing and distributing meeting minutes.
- 9.6 Committee members wishing to table a community/organisation report including any relevant attachments must do so by submitting to Councils Environment and Waste unit 7 days business day prior to a committee meeting.

10. Sub-Committees

- 10.1 The Advisory Committee may auspice the establishment of special interest working groups as needed to progress specific initiatives for a defined period of time.
- 10.2 Subject to the approval of the Committee, these Sub-Committees may invite other members as required to address the specific subject matter at hand.
- 10.3 All Sub-Committees will comprise two (2) or more Committee Members and may include relevant Council Staff.

11. Media

- 11.1 Committee Members are not to represent the Committee to the media.

12. Reporting

- 12.1 Minutes of the Committee meetings shall be circulated to the Committee prior to the next meeting
- 12.2 Status updates will be provided for all agenda items where the Advisory Committee has provided input, advice or a recommendation.

13. Review

- 13.1 A review of the role, function, membership and productivity of the Advisory Committee will be conducted once every four (4) years or as required to ensure currency, effectiveness and stakeholder engagement.
- 13.2 Council retains the right to:
 - a) Review, amend or alter the operations and membership of this Committee as it deems appropriate and necessary.
 - b) Revoke these Terms of Reference at any time.

Attachment: 2024-25 Capital Improvement Program - Project Update (as at 31 March 2025)

Project Name	Project Description	Category	Project Comments	Expected Completion Date	Project Status	Budget Status >10% <10% <5%
Asbestos Removal Shire Wide	Removal of asbestos identified in Shire asbestos audits	Asset Management	Project is yet to commence	Jun-2025	Not Commenced	●
Ballan Office Airconditioning Renewal	Airconditioning Renewal in front office area of Ballan Municipal Offices	Asset Management	Project is complete	Jan-2025	Complete	●
Connor Court Drainage	Drainage Renewal associated with Melbourne Water drainage improvement	Asset Management	On hold, awaiting Melbourne Water design and tender	Jun-2025	On Hold	●
Bacchus Marsh Leisure Centre (Dividers)	Renewal of existing curtain dividers	Community Development & Activation	Project is complete.	Dec-2024	Complete	●
Bacchus Marsh Leisure Centre (Surfaces)	Renewal of existing playing surfaces	Community Development & Activation	Project is complete.	Jan-2025	Complete	●
Bald Hill/1000+ Steps - Stage 3 (Summit)	Construction of Bald Hill Summit Trail, Lookouts, Shelters, Carpark and Toilet, with link to 1000+ Steps and Lookout (Stage 1)	Engineering Services	Civil Construction is completed with landscaping scheduled for April 2025	Apr-2025	In Progress	●
Ballan-Meredith Road (21253-25716)	Resheet and seal existing gravel road shoulder from 700m west of Bungeelap Road South to Lennox Lane	Engineering Services	Project is complete	Mar-2025	Complete	●
Ballan-Meredith Road (25716-26638)	Reconstruction and widening of a 922m section from Lennox Lane to the north	Engineering Services	Project is complete	Dec-2024	Complete	●
Ballan-Meredith Road (27359-29515)	Reconstruction and widening from 1.6kms north of Lennox Lane to 2kms south of Ballan Egerton Road	Engineering Services	Project is complete	Dec-2024	Complete	●
Blackwood STIP	Township improvements including new kerbing, footpath connectivity, bus stop and landscaping	Engineering Services	Project is complete	Sep-2024	Complete	●
BM Aerodrome Grant Works	Runway Reseal, line marking and lighting upgrade - grant funded	Engineering Services	Resealing and linemarking is complete. Lighting is in procurement phase.	Apr-2025	In Progress	●
Cairns Drive Footpath	Construction of new footpath from Robertsons Rd to Albert St in Darley	Engineering Services	Construction contract has been awarded with construction scheduled for April to June 2025	Jun-2025	Project Awarded - Yet To Start	●
Clarendon-Lal Lal Road (4087-4247)	Reconstruction from Rail crossing to Vaughan Street including intersection formalisations at Eaglesons Rd, Parker Rd and Vaughan St	Engineering Services	Construction has commenced with completion scheduled for May 2025	May-2025	In Progress	●
Clarendon-Lal Lal Road Footpath	Reconstruction and realignment of existing footpath from Lal Lal to Rosella Road	Engineering Services	Design is completed with planning permit outstanding. Procurement is underway for construction.	Jun-2025	Tender / Quote	●
Crack sealing	Crack sealing various roads to protect the underlying pavement	Engineering Services	Project is complete	Aug-2024	Complete	●
Daisybank Lane (0-1500)	Resheet existing gravel road from Glenmore Road to end	Engineering Services	Project is complete	Sep-2024	Complete	●
DDA Footpath Works	Upgrading various footpaths in Bacchus Marsh to DDA requirements identified within an audit of high use Council buildings and pedestrian connections	Engineering Services	Construction contract has been awarded with construction scheduled for April to June 2025	Jun-2025	Project Awarded - Yet To Start	●
Doyles Road (0-4630)	Remove seal and gravel road resheet from Midland Highway to Bamganie Road	Engineering Services	Project is complete	Dec-2024	Complete	●
Gisborne Road Footpath	Reconstruction of existing footpath with concrete from Masons Lane to existing footpath at No. 100 Gisborne Road	Engineering Services	Construction contract has been awarded with construction scheduled for April to May 2025	May-2025	Project Awarded - Yet To Start	●
Ingliston Road (1140-3650)	Variation to existing contract for additional section of Ingliston Road widening	Engineering Services	Project is complete	Mar-2025	Complete	●
Ingliston Road (3800-6415)	Reconstruction and widening from approx 1km east from Kerrins Lane to Ingliston Drive	Engineering Services	Project is complete	Dec-2024	Complete	●
Lal Lal STIP	Township improvements including new kerbing, footpaths, carparking, bus stops and landscaping	Engineering Services	Construction has commenced with completion scheduled for May 2025	May-2025	In Progress	●
Lyndhurst Street (110-1160)	Resheet and seal existing gravel road from Old Melbourne Road to Old Western Highway	Engineering Services	Project is complete	Feb-2025	Complete	●
Lyndhurst Street Footpath	Construction of new footpath from Main Street to Gordon Public Park walking trail	Engineering Services	Project to be combined with design and construct of Gordon Active Recreation Loop in 25/26FY	Jun-2026	On Hold	●
Madderns Road (0-1880)	Resheet existing gravel road shoulder from Ballarat Daylesford Road to Bungaree Creswick Road	Engineering Services	Project is complete	Jan-2025	Complete	●

Attachment: 2024-25 Capital Improvement Program - Project Update (as at 31 March 2025)

Project Name	Project Description	Category	Project Comments	Expected Completion Date	Project Status	Budget Status >10% <10% <5%
Main Street Footpath	Reconstruction of existing footpath with concrete from Crook Street to Pearce Street in Bacchus Marsh	Engineering Services	Construction contract has been awarded with construction scheduled for April to May 2025	May-2025	Project Awarded - Yet To Start	●
McCormacks Road	Upgrade existing fence to new high chainmesh fence along boundary with Golf Club	Engineering Services	Project is complete	Oct-2024	Complete	●
McLean Reserve Ballan	Upgrade of reserve in Ballan including new playground, toilets, paving and landscaping	Engineering Services	Construction has commenced with completion scheduled for May 2025	Jun-2025	In Progress	●
Moretons Road (0-4020)	Resheet existing gravel road from Agars Road to entrance to No. 392 Moretons Road	Engineering Services	Construction is underway with completion scheduled for late April 2025	Apr-2025	In Progress	●
Mount Egerton Transfer Station	Replacement of existing concrete slab	Engineering Services	Project is complete	Dec-2024	Complete	●
Myrniong-Korobeit Road (3100-5230)	Resheet existing gravel road shoulder from Morrisons Lane to Hastings Road	Engineering Services	Project is complete	Feb-2025	Complete	●
Old Melbourne Road (20769-21734)	Resheet and seal existing gravel road shoulder for approx 1km in length near Spreadeagle Road	Engineering Services	Project is complete	Nov-2024	Complete	●
Old Melbourne Road (22138-23150)	Resheet and seal existing gravel road shoulder for approx 1km in length near Murphys Road	Engineering Services	Project is complete	Jan-2025	Complete	●
Preparation for Sealing	Preparation works for future annual reseal program	Engineering Services		Mar-2025	In Progress	●
Reseal Program	Annual spray seal and asphalt resurfacing program including final seals on previous years construction projects	Engineering Services	Project is complete	Mar-2025	Complete	●
Table Drain Renewal	Formalising and increasing the capacity of roadside drainage across the shire including Yendon-Egerton Road, Ormond Road, Gordon-Egerton Road & Egerton-Bungeeltap Road	Engineering Services	Works on Ormond Road and Gordon Egerton Road are complete. Works on Ballan Egerton Road and Yendon Egerton Road are scheduled for April & May 2025 respectively	Jun-2025	In Progress	●
Ti Tree Road (0-3875)	Resheet and seal existing gravel road shoulder from Old Melbourne Road to the rail line	Engineering Services	Project is complete	Jan-2025	Complete	●
Woolpack Road Bridge (Parwan Ck)	Replacement of existing Parwan Creek Bridge	Engineering Services	Project on hold awaiting grant application outcome.	Jun-2026	On Hold	●
Yendon No. 2 Road (1990-5286)	Reconstruction from 230m south west of Wiggins Road to Yendon No. 1 Road, including intersection upgrades of Yendon No. 1 Road, Triggs Road, Ramsays Road, Hogarths Road and Wiggins Road.	Engineering Services	Project is complete	Dec-2024	Complete	●
Yendon-Egerton Road (1113-1339)	Reconstruction from Dunnstown-Yendon Road to approx 300m east	Engineering Services	Project is complete	Nov-2024	Complete	●
Aqualink Stage 1 - Strategic Cycle Corridor	Construction of new shared pathway between Lerderderg River and Western Freeway including road crossings, signage, landscaping and new park infrastructure. Construction of shared pathway from Main Street to Railway Station	Major Projects	Project is complete	Dec-2024	Complete	●
Aqualink Stage 2 - Strategic Cycle Corridor	Construction of new shared path between Western Freeway and Young Street including road crossings, signage and landscaping	Major Projects	Landscaping works are complete. Underpass upgrade works are in progress with painting and fencing complete. Approval for lighting installation is subject to DoT approval.	Apr-2025	In Progress	●
Ballan Library	Construction of new library and community space	Major Projects	Project awarded to AW Nicholson. Works commenced in June 2025 with building work scheduled for completion in June 2025. Outdoor plaza works have commenced and are scheduled for completion in August 2025.	Aug-2025	In Progress	●
Ballan Municipal Offices Stage 3	Refurbishment of the remaining section of the office including upgraded toilets, office space, and staff amenities	Major Projects	Project is awarded to Three T constructions. Works are scheduled to commence in April 2025 with completion in July 2025.	Jun-2025	Project Awarded - Yet To Start	●
Ballan Senior Citizens Centre	Refurbishment of the toilet facility including upgrade to DDA compliance	Major Projects	Design Documentation is in progress. Anticipated tender in May.	Jun-2025	Document / Design Prep	●
BMRRR Cricket Nets	Construction of new Cricket Nets	Major Projects	Project is complete	Sep-2024	Complete	●

Attachment: 2024-25 Capital Improvement Program - Project Update (as at 31 March 2025)

Project Name	Project Description	Category	Project Comments	Expected Completion Date	Project Status	Budget Status >10% <10% <5%
BMRRR Stage 2 (Construction)	Construction of civil works, services, ovals and all abilities playground	Major Projects	Project is complete	Dec-2024	Complete	●
BMRRR Stage 2 Pavilion	Construction of a new multi-sports pavilion at Bacchus Marsh Racecourse Recreation	Major Projects	Amendment to concept layout is in progress. Tender scheduled for October 2025	Dec-2027	Document / Design Prep	●
Carberry Drive Reserve Hopetoun Park	Upgrade of reserve	Major Projects	Design is in progress.	Jun-2026	Document / Design Prep	●
Darley Civic Centre Stage 2	Refurbishment of council offices	Major Projects	Preplanning and design is in progress.	Jun-2026	Document / Design Prep	●
Darley Civic Hub Cricket Wicket	Replacement of existing Cricket Wicket	Major Projects	Project is complete	Sep-2024	Complete	●
Darley Park Playground	Upgrade of existing playground including installation of new park furniture and paths	Major Projects	Playground construction is completed, pathway construction scheduled for completion in May 2025.	May-2025	In Progress	●
Dunnstown Recreation Reserve Pavilion	Rehabilitation existing pavilion including changerooms and amenities, construction of new umpires changeroom and amenities, office, gym and storeroom	Major Projects	Project is complete	Jan-2025	Complete	●
Federation Park, Darley	Upgrade reserve to include formalised parking, new toilets, and playground area	Major Projects	Project Awarded to GMA. Awaiting final CHMP approval. Commencement anticipated May 2025.	Jun-2025	Project Awarded - Yet To Start	●
Gordon Public Park Stage 2	Upgrade of reserve including general landscaping improvements and access from clubrooms to skate park and tennis courts	Major Projects	Project is complete	Jul-2024	Complete	●
Hine Court Reserve Darley	Upgrade of reserve including new playground and landscaping	Major Projects	Project awarded to Cross Creations. Works commenced in November 2024 with completion scheduled for April 2025.	Apr-2025	In Progress	●
Maddingley Park	Upgrade pathways in Maddingley Park with concrete	Major Projects	Project was awarded to Rustel Pty Ltd and completed in March 2025.	Mar-2025	Complete	●
Masons Lane Dog Park	Construction of new fenced Dog Park	Major Projects	Project awarded to BJE Constructions. Works commenced in November 2024 with completion scheduled for April 2025.	Apr-2025	In Progress	●
Mill Park Ballan Stage 2	Construction of new splash park and toilet	Major Projects	Project is complete	Jul-2024	Complete	●
Navigators Community Centre	Replacement of existing tennis club with new community building	Major Projects	Project is complete	Nov-2024	Complete	●
Taverner Street (Grant St-Fisken St)	Reconstruction and upgrade of Taverner Street between Grant Street and Fisken Street including kerb and channel, underground drainage and pathways	Major Projects	Construction is completed, awaiting commissioning of street lighting. Street trees are scheduled for April 2025.	Jan-2025	Complete	●
Werribee River Pump Station	Upgrade irrigation supply servicing Bacchus Marsh Racecourse Recreation Reserve	Major Projects	Awaiting response from Southern Rural Water.	Jun-2026	On Hold	●
Beresford Crescent Reserve	Upgrade to the existing irrigation system at the park, including automation	Operations	Quotations are being evaluated. Works anticipated to commence in May 2025.	Jun-2025	Tender / Quote	●