



# **AGENDA**

## **Ordinary Council Meeting Wednesday, 6 September 2023**

**I hereby give notice that an Ordinary Meeting of Council will be held on:**

**Date: Wednesday, 6 September 2023**

**Time: 6.00pm**

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

**Derek Madden  
Chief Executive Officer**



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## **1 OPENING OF MEETING AND PRAYER**

Almighty God be with us as we work for the people of the Shire of Moorabool. Grant us wisdom that we may care for the Shire as true stewards of your creation. May we be aware of the great responsibilities placed upon us. Help us to be just in all our dealings and may our work prosper for the good of all. Amen.

## **2 ACKNOWLEDGEMENT OF COUNTRY**

I acknowledge the Traditional Owners of the land on which we are meeting. I pay my respects to their Elders, past and present, and the Aboriginal Elders of other communities who may be here today.

## **3 RECORDING OF MEETING**

In accordance with Moorabool Shire Council's Meeting Procedure Local Law, the Council will be recording this meeting. The following organisations have also been granted permission to make an audio recording:

- The Moorabool News; and
- The Star Weekly

## **4 PRESENT**

## **5 APOLOGIES**

## **6 CONFIRMATION OF MINUTES**

Ordinary Council Meeting - Wednesday 2 August 2023

## **7 DISCLOSURE OF CONFLICTS OF INTEREST**

Conflict of interest laws are prescribed under the *Local Government Act 2020* (the Act) and in the Local Government (Governance and Integrity) Regulations 2020 (the Regulations). Managing conflicts of interest is about ensuring the integrity and transparency of decision-making.

The conflict of interest provisions under the Act have been simplified so that they are more easily understood and more easily applied. The new conflict of interest provisions are designed to ensure relevant persons proactively consider a broader range of interests and consider those interests from the viewpoint of an impartial, fair-minded person.

Section 126 of the Act states that a Councillor has a conflict of interest if they have a general conflict of interest or a material conflict of interest. These are explained below:

- A Councillor has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the member's private interests could result in them acting in a manner that is contrary to their public duty as a Councillor.
- A Councillor has a material conflict of interest in a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter.

A relevant person with a conflict of interest must disclose the interest in accordance with Council's Governance Rules and not participate in the decision-making process on the matter. This means the relevant person must exclude themselves from any discussion or vote on the matter at any Council meeting, delegated committee meeting, community asset committee meeting or, if a Councillor, any other meeting conducted under the auspices of the Council. The relevant person must also exclude themselves from any action in relation to the matter, including an action taken to implement a council decision, for example, issuing a planning permit.

## **8 PUBLIC QUESTION TIME**

The aim of Public Question Time is to provide an opportunity for the public to ask general questions at Council Meetings requiring routine responses. Public Question Time is conducted in accordance with section 3.7.1 of the Council's Governance Rules.

- (a) Question time will take place during the Council Meeting as provided for in the agenda.
- (b) Questions in writing in the form prescribed by the Chief Executive Officer will be accepted up to 5pm on the day before the Meeting.
- (c) A person must not submit more than two (2) individual questions at a meeting, inclusive of all parts and variants as interpreted by the Chairperson or other person authorised for this purpose by the Chairperson.
- (d) A question will only be read to the meeting if the Chairperson or other person authorised for this purpose by the Chairperson has determined that the:
  - (i) person directing the question is present in the gallery;
  - (ii) question does not relate to a confidential matter;
  - (iii) question does not relate to a matter in respect of which Council has no power to act;
  - (iv) question is not defamatory, indecent, abusive or objectionable in language or substance;
  - (v) question is not a repetition of a question already asked or answered (whether at the same or an earlier meeting); and
  - (vi) question is not asked to embarrass a Councillor, member of Council staff or member of the public.
- (e) Persons submitting questions must be present in the public gallery. If they are not present in the Gallery, the question will be held over to the next meeting only.
- (f) The Chief Executive Officer will read out each question and the Chairperson shall decide who will answer each question.

A Councillor or Council officer may:

- (i) immediately answer the question asked; or
- (ii) elect to have the question taken on notice until the next Ordinary meeting of Council; at which time the question must be answered and incorporated in the Agenda of the meeting under Public Question Time; or

- (iii) elect to submit a written answer to the person asking the question within 10 working days.

Responses to public questions answered at the meeting, will be general in nature, provided in good faith and should not exceed two minutes. These responses will be summarised in the minutes of the meeting.

## **9 PETITIONS**

Nil

## **10 PRESENTATIONS/DEPUTATIONS**

The Council has made provision in the business of the Ordinary Meetings of the Council for the making of presentations or deputations to Council in relation to matters presented on the agenda for Council consideration.

Persons wishing to make a presentation or deputation to Council on a matter included in the agenda shall inform Council prior to the meeting by contacting the Chief Executive Officer's office and registering their name and agenda item being spoken to.

At the meeting the Mayor will invite the persons wishing to make a presentation or delegation to address the Council on the agenda item.

The person making the presentation or deputation is to stand and address Council on the item.

No debate on the item is permitted between the person making the presentation or delegation and the Council.

A maximum of three minutes per presentation or delegation will be allocated. An extension of time may be granted at the discretion of the Mayor.

Councillors, through the Mayor, may ask the person making the presentation or delegation for clarification of matters presented.

The Mayor may direct that a member of the gallery ceases speaking if the above procedure is not followed.

## **11 CHIEF EXECUTIVE OFFICER REPORTS**

### **11.1 PLACE NAMING POLICY - DRAFT FOR PUBLIC EXHIBITION**

**Author:** Kate Pryor, Governance Officer

**Authoriser:** Celeste Gregory, Executive Manager - Democratic Support & Corporate Governance

**Attachments:** 1. Draft Place Naming Policy (under separate cover)

#### **PURPOSE**

The purpose of this report is to provide Councillors with the draft Place Naming Policy proposed for public exhibition.

#### **EXECUTIVE SUMMARY**

Place names are an important part of Moorabool's cultural, historical and geographic environment, as well as serving an important practical purpose, providing property addresses for deliveries and visitors, aiding emergency services in times of critical responses, and guiding motorists and other users of our road network.

Moorabool Shire Council is a Naming Authority pursuant to the Geographic Place Names Act 1998 and Local Government Act 1989 and 2020, and with the exception of geographic places of state significance, is required to resolve on all geographic place names within the municipality in accordance with the Naming Rules.

The Naming Rules were recently reviewed, with the revised rules published in late 2022. The Naming Rules set out the mandatory statutory requirements for the naming of roads, geographical features, suburbs and localities to be followed by naming authorities.

Council does not currently have an adopted place naming policy and as such, requests to officially name or rename streets and other geographical places within the shire have been halted until such framework is adopted by Council.

#### **RECOMMENDATION**

**That Council:**

- 1. Resolves to publish the Draft Place Naming Policy for community consultation; and**
- 2. Receives an officer's report on the conclusion of the community consultation process at a future Ordinary Meeting of Council.**

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#### **BACKGROUND**

Moorabool Shire Council is a Naming Authority pursuant to the *Geographic Place Names Act 1998* and *Local Government Act 1989* and 2020, and with the exception of geographic places of state significance, is required to resolve on all geographic place names within the municipality in accordance with the Naming Rules.

The Naming Rules were recently reviewed, with the revised rules published in late 2022. The Naming Rules set out the mandatory statutory requirements for the naming of roads, geographical features, suburbs and localities to be followed by naming authorities.

*Review of the Naming Rules*

Geographical Names Victoria (GNV) undertook a comprehensive review of the Naming Rules in 2021 and was the first-ever public consultation for the Naming Rules. Over 200 amendments were made, and new principles added to encourage the use of Aboriginal language names and to promote gender equality.

Notable amendments include:

<b>Amendment</b>	<b>Description</b>
Acting in accordance with Section 7	Naming authorities must act in accordance with Section 7 of the Naming Rules or as agreed in writing with GNV.
Notification requirements	Newspaper notices are no longer mandatory.
Changing a road type or numbers	Council may choose to notify versus consult.
Consent	Tacit consent changed to “implied consent”.
Traditional Owner Language	Updates to developing a traditional owner language naming proposal.
Petitions	Updated requirements around petitions, must include the name and property address.
Objections	Objections must be valid and relevant – i.e. “I don’t like the name” is not sufficient.
Community support	Proposals with minimal community support will not be supported by GNV.
New process to empower Traditional Owners	Traditional Owner Groups, including Registered Aboriginal Parties can name places on their Country and can act as a naming authority in certain circumstances (s1.5.2).
Principle C Linking the name to the place	Updated to encourage naming themes across local areas and the wider municipality.
Principle F Names must not discriminate or be offensive	Updated to give consideration to the extent, usage, historical context and user perceptions.
Principle G Gender equality	A new naming principle to encourage gender equality considerations when naming places, in alignment with the Gender Equality Act 2020.
Principle H Dual naming	Updated and may only be assigned to geographic features. Dual names cannot be assigned to roads or localities. Dual names with Traditional Owner place names are encouraged as a transitional step toward the adoption of the Traditional Owner name.

Amendment	Description
<p>Principle I</p> <p>Using commemorative names</p>	<p>Has been updated to:</p> <ul style="list-style-type: none"> <li>• Shorten the required timeframe an individual is required to be associated with an area (down from 50 years to 25 years);</li> <li>• Reduced the timeframe the individual must be deceased (to 2 years);</li> <li>• Updated to accept first names as places to encourage gender equality;</li> <li>• If a place is named after the living, must have personal achievement of national or state significance and relevant history to the area.</li> </ul>
<p>Section 4.10</p> <p>Naming features in residential or commercial subdivisions</p>	<p>Updated to enable fast-tracked naming of parks, reserves and other features via the Vicmap editing service.</p>

*Current Status*

Council does not currently have an adopted place naming policy and as such, requests to officially name or rename streets and other geographical places within the Shire have been halted until such framework is adopted by Council.

*Benchmarking with other Councils*

Consideration has been given to the established policies of other Councils who have an up to date Place Naming Policy.

Proposed Policy Principles

*Importance of Place Names*

Place naming and public commemoration provides opportunities to connect with communities and plays a unique role in building a shared cultural identity.

Place names are an important part of Moorabool’s cultural, historical and geographic environment, as well as serving an important practical purpose, providing property addresses for deliveries and visitors, aiding emergency services in times of critical responses, and guiding motorists and other users of our road network.

*Preserving our History*

While it is acknowledged that contemporary views of many historical events have evolved over time, this alone should not be a reason to rename places named in recognition of persons, places or events that arguably would not warrant such an honour today. Except in extraordinary circumstances, it is Council’s policy to preserve and protect existing place names as they are an integral part of Moorabool’s history.

*Place Naming Principles*

Names are selected using the following principles:

- Ensuring public safety;
- Recognising the public interest;

- Linking the name to the place;
- Ensuring names are not duplicated;
- Names must not be discriminatory or cause offence;
- Recognition and use of Aboriginal languages (with approval);
- Encouraging gender equality;
- The names of people who are still alive must have personal achievements of state or federal significance and must have a direct association with the area;
- Places should not be named after businesses, trade names or non-profit organisations;
- Be in standard English or a recognised Australian Indigenous language;
- Not contain more than 25 characters long and no more than 3 words;
- Not contain apostrophes;
- Not contain abbreviations;
- Not commence with the definite article – “the”;
- Avoid Directional names (i.e. north, south, east and west);
- Clearly define the area and/or extent to which the name will apply.

#### *Recognition and Use of Aboriginal Names and Language*

To ensure the preservation of Aboriginal place names and languages across Moorabool, Aboriginal languages in the naming of roads, features and localities is encouraged, subject to agreement from Traditional Owners within Moorabool, being the Wurundjeri Woi Wurrung, Wadawurrung and Dja Dja Wurrung people of the Kulin Nation.

#### *Multicultural Names*

As Moorabool becomes a more diverse community the use of multicultural names should be taken into consideration.

#### *Gender Equality*

Pursuant to the *Gender Equality Act 2020* and Council’s Gender Equality Action Plan, Council has committed to promoting and achieving gender equality.

When considering a naming proposal for a place, Council will:

- Take into consideration the Gender Equality Place Naming targets set by GNV; and
- Undertake a Gender Impact Assessment on the proposal.

#### *Suburb and Locality Names*

Moorabool’s localities and townships are all formally assigned and registered with Land Victoria.

To preserve the heritage and identity of Moorabool localities and townships, alterations to existing names shall not be permitted unless it can be demonstrated that there is community support for the alteration and that a change is needed under extraordinary circumstances.

### *Active Recreation Reserves, Parks and Public Open Space Names*

For small reserves contained within new subdivisions the approval of names will be considered as part of the approval process for the Statement of Compliance at the same time as street names are assigned.

Approval for new reserve names on plans of subdivision shall be administered by the Community Planning and Development Department in consultation with the Community Assets and Infrastructure Department.

New major active recreation reserves shall be named in consultation with any respective committee of management, sporting or community group and comply with Council's Community Engagement Policy, which may also involve the general public if considered relevant, and depending upon the scale of the facility proposed. The naming of these facilities should occur early in the planning for these new facilities.

### *Street Names*

Approval for new street names on plans of subdivision shall be administered by the Community Planning and Development Department. Any requests for alterations to existing street names will be considered only if it can show that there is overwhelming support for such a change.

### *Locality Naming*

In general, Council will not support a request to establish a new locality name, or to alter the boundaries of existing localities within the municipality. Any request by a member of the community to alter locality names should be submitted to Council together with evidence of support of a significant number of the affected persons. Council officers will need to be satisfied that such support may be possible before any request will be taken to Council for consideration.

All decisions regarding locality naming must be made by resolution of Council.

### *Proactive Naming*

Council shall, from time to time, undertake a proactive place naming program, where it shall first declare its intention to name a place in recognition of a particular theme, and then subsequently identify a suitable location. Alternatively, it may identify a particular name to be applied, either to an identified location or not. Depending on Council's initial resolution, there are three different processes for naming places under the proactive program:

1. Council seeks suggestions first on the name, then the place.
2. Council proposes the name and seeks suggestions on the place.
3. Council proposes both the name and the place.

### *Procedural Matters*

Service unit-specific procedures will be later developed, including:

- Establishment of a Place Naming Advisory Committee
- Process for co-ordinating Place Naming Requests
- Administration and implementation of Place Naming decisions

## **PROPOSAL**

It is recommended that the draft Place Naming Policy be published for community consultation to inform a final Policy to be presented at a future Ordinary Meeting of Council.

**COUNCIL PLAN**

The Council Plan 2021-2025 provides as follows:

**Strategic Objective 3: A Council that listens and adapts to the needs of our evolving communities**

**Priority 3.5: Be recognised for demonstrating a culture of excellence, creativity and inclusiveness**

The proposal to develop and then publicly exhibit a draft Place Naming Policy is consistent with the Council Plan 2021-2025.

**FINANCIAL IMPLICATIONS**

There are no financial implications associated with this policy.

**RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Policy is not adopted	Community expectations are not met.  There is no clear and consistent direction to guide decision making for the naming of places in the Shire.	Medium	The draft Policy has been benchmarked against best practice and will be publicly exhibited to provide opportunity for community feedback.  The draft Policy has been informed by the Council Plan and community consultation.

**COMMUNICATIONS & CONSULTATION STRATEGY**

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult	Public Exhibition of Draft Place Naming Policy	The draft Policy will be publicly exhibited	Online and public forum	Sept/Oct 2023	All feedback received will inform the final Policy
Adopt	Councillors	The final policy will be presented to Council post-exhibition for adoption	Next available Ordinary Meeting of Council	Nov 2023	Council adopts the final policy

**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.

*Executive Manager – Celeste Gregory*

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

*Author – Kate Pryor*

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

**CONCLUSION**

It is recommended that a draft Place Naming Policy be published for community consultation to inform a final Policy to be presented at a future Ordinary Meeting of Council.

**11.2 BELGRAVIA KIDS LEASE OF DARLEY CIVIC HUB GYM**

**Author:** Celeste Gregory, Executive Manager - Democratic Support & Corporate Governance

**Authoriser:** Derek Madden, Chief Executive Officer

**Attachments:** Nil

**PURPOSE**

The purpose of this report is to inform Council that the lease for Darley Civic Hub Gym between Council and Belgravia Kids Gymnastics has expired, and to seek approval to enter a new lease for three years with the option to extend for an additional two years.

**EXECUTIVE SUMMARY**

The lease between Belgravia Kids and Council for the Darley Civic Hub Gym ("the Gym") expired on 6 January 2023. The lease commenced 6 January 2020 and was valid for 36 months. Belgravia Kids is currently on a month-by-month lease extension.

The Gym has been operating as a gymnastics facility for over a decade. Acrofun was the operator up until December 2019. At the time of transition from Acrofun to Belgravia Kids, the membership base was 209 participants, and seven casual coaches were employed. Currently, Belgravia Kids has 630 members and employs 26 staff, including two full time, one part time and 23 casuals.

As part of the transition, in 2020, Belgravia Kids spent \$150,000 installing new equipment into the facility allowing for additional growth. Part of the investment included state of the art gymnastics equipment and a full-size spring floor.

**RECOMMENDATION**

**That Council enter a new three-year lease, with an option to extend an additional two years, with Belgravia Kids for \$2,250.00 plus GST per month with CPI increases annually and a fee of \$290.00 plus GST per month for utilities contribution with CPI increases, for exclusive use of the Darley Civic Hub Gym.**

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**BACKGROUND**

Belgravia Kids had an exclusive use lease agreement with Council for the Darley Civic Hub Gym. This is due to the nature of the gymnastics equipment requiring permanent set up in the facility, preventing realistic options to allow shared use of the facility.

Belgravia Kids contributes significant recreation, health and physical activity opportunities to the community. They provide physical activity opportunities for children through to adults, for both male and female participants. A sizeable proportion of their participants are female.

Previously it was desirable for the Gym to be utilised as a multi-purpose facility in the longer term and therefore previous leases were set for three years. This is due to the Gym containing a small basketball court, compliant for training use only, and a high demand for indoor court hire in the municipality.

Construction of the Bacchus Marsh Indoor Stadium is due to be completed this year, mitigating the demand for the basketball court in the Gym.

At commencement of the lease in 2020 the rent was \$2,041.68 plus GST per month and a monthly charge of utilities contribution of \$258.82 plus GST per month.

The rent currently is:

- \$2,058 plus GST per month for rent, equal to \$24,696 plus GST annually .
- \$262.18 plus GST per month for utilities contribution, equal to \$3,146.16 plus GST annually.

The agreement term was for 36 months with no option to renew the lease with expiry of 6 January 2023. The lease ensures the tenant must keep the premises in the same condition as at commencement of the agreement.

Currently, the existing agreement is month by month until a new agreement can be reached.

## PROPOSAL

Belgravia Kids have requested a ten-year lease with the option to extend for a further five years. It should be noted common practice, as advised by Nevett's Lawyers, is to issue an initial five-year lease, with the option to extend. Should the lease be extended, the lease fees will be reviewed.

The current fees have not increased by CPI since January 2020. Should a new agreement be reached it is recommended a 10% increase should be applied to the fees. The 10% increase is based on the Australian Bureau of Statistics increase in CPI from the commencement of the previous lease until present.

Should a new lease be approved, Belgravia Kids will aim to invest approximately \$50,000 into the facility through new gymnastics equipment.

It is proposed Council enters an initial three-year lease, with the option to extend for a further two years. The rent is proposed to be \$2,250.00 (\$27,000 annually) plus GST per month, with CPI increases annually and a fee of \$290.00 (\$3,480 annually) plus GST per month for utilities contribution with CPI increases annually.

The current market value of the lettable area, undertaken by an independent valuer, is \$28,500 plus GST and outgoings. This results in a net shortfall of \$1,500 plus GST annually for the new lease based on the lettable market rate.

The current agreement does not include any expectation from the tenant to report on regular attendances and member data. Considering the nature of the facility, the new lease is recommended to include a report of membership data and attendances monthly. This will allow Council to have a stronger understanding of participation within the facility.

## COUNCIL PLAN

The Council Plan 2021-2025 provides as follows:

**Strategic Objective 1: Healthy, inclusive and connected neighbourhoods**

**Priority 1.5: Provide access to services to improve community connection in the Shire**

The proposal of entering into a new three-year lease of the Darley Civic Hub Gym with Belgravia Kids is consistent with the Council Plan 2021-2025.

## FINANCIAL IMPLICATIONS

The income for the Darley Civic Hub Gym will consist of the following:

- \$2,250 plus GST per month in rent; and
- \$290 plus GST per month in utilities contributions.

Any capital improvement requests for the Gym will be included in future budget bids where applicable.

**RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Financial	Inadequate financial management by the operator	Medium	Monthly reporting of data to be provided to Council
Council reputation	Reputational risk of tenant causing damage to Council facility	Medium	Regular inspection of facility by Council

**COMMUNICATIONS & CONSULTATION STRATEGY**

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Engage	Belgravia Kids	Discussions around a new lease	Various	2022-2023	Proposal to develop a new lease

**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.

*Chief Executive Officer – Derek Madden*

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

*Author – Celeste Gregory*

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

**CONCLUSION**

It is recommended that Council enters into a new three-year lease with an option to extend with an additional two years with Belgravia Kids, for \$2,250.00 plus GST per month, with CPI increases annually and a fee of \$290.00 plus GST per month for utilities contribution, with CPI increases annually.

**11.3 ANNUAL REVIEW AND UPDATE OF THE GOVERNANCE RULES: FOR PUBLIC EXHIBITION**

**Author:** Kate Pryor, Governance Officer

**Authoriser:** Celeste Gregory, Executive Manager - Democratic Support & Corporate Governance

**Attachments:** 1. Draft Governance Rules (under separate cover)

**PURPOSE**

The purpose of this report is present the draft Governance Rules for consideration. It is recommended that the draft Governance Rules are published for community consultation in line with Council's Community Engagement Policy.

**EXECUTIVE SUMMARY**

Council Officers have undertaken a comprehensive and holistic review and update of the Governance Rules. As required under s60(4) of the *Local Government Act 2020*, the draft Governance Rules incorporate a number of substantial changes and are presented for community consultation in line with Council's Community Engagement Policy.

**RECOMMENDATION**

**That Council:**

1. **Receives the draft Governance Rules.**
2. **Resolves that in accordance with s60(4) of the Local Government Act 2020 and the Moorabool Shire Council Community Engagement Policy, the draft Governance Rules be published for community consultation.**
3. **Following the completion of the community consultation process, receives an Officer's report for consideration.**

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**BACKGROUND**

Council Officers have undertaken a comprehensive and holistic review and update of the Governance Rules. While minor administrative corrections have been made over the last 12 months, a thorough review of the rules has not been undertaken since they were adopted in 2020.

The review identified the following opportunities for improvement:

- Rule numbering, formatting, automated cross-referencing and numbering functions;
- Realignment of some procedures with current practice;
- Consistent public participation timeframes; and
- Additional petition rules to make communication with petitioners easier.

**PROPOSAL**

It is proposed to publish the draft Governance Rules for community consultation as required under s60(4) of the *Local Government Act 2020*.

**KEY CHANGES**

Key changes are highlighted in yellow in the attachment, and include:

Change	Reasoning
Improvements to the overall structure and readability of the document and change from multi-layered legal numbering to simplistic numbering.	The legal-style numbering of the rules led to the document being difficult to read and cross-reference. Several additions to the document resulted in multi-level paragraph numbering presenting up to 10 layers, which is inconsistent with the adopted Corporate Writing Style Guide and Accessibility Guidelines from Vision Australia.  Reformatting the number had resulted in a much easier and more accessible document.
Update to the document design, layout, logo and colour scheme.	Updated in line with the adopted Brand Strategy and Corporate Brand Style Guidelines.
Automated numbering and cross-referencing.	The legal-style numbering of the rules made creation of links, automatic updates and cross-referencing not being optimised due to manually typed numbers. This was leading to potential errors when updating the document as each cross-reference and paragraph number had to be manually corrected whenever a change was introduced.  This enhancement ensures future updates be updated and minimise the potential for errors in the numbering or structure of the document and will ensure all numbering and cross-references are automatically updated.
Clarification of Mayor election procedures (previously adopted).	An enhancement was made to the section for the election of the Mayor. This has resulted in a clearer procedure when an equal number of Councillors are in attendance, multiple Councillors are nominated and multiple nominees receive an equal amount of the lowest vote.
Procedural Motions Table moved to the Appendices.	In order to assist with understanding the Procedural Motions Table it has been added as an Appendix to the document rather than in the middle of the text of the document. Cross-references have been added in the appropriate sections to the appendices.

Change	Reasoning
<p>Changes to public question time procedure.</p> <p><b>Current rule:</b></p> <p>Persons submitting questions <b>must</b> either be available through the virtual meeting platform or be present in the public gallery. If they are not present in the Gallery or through virtual attendance, the question will be held over to the next meeting only.</p> <p><b>The Chief Executive Officer will read out each question</b> and the Chairperson shall decide who will answer each question.</p> <p><b>New rule:</b></p> <p>Persons submitting questions <b>should</b> either be available through the virtual meeting platform or be present in the public Gallery. If they are not present in the Gallery or through virtual attendance, <b>the Chairperson shall decide if the question will be read</b> in their absence or held over to the next meeting.</p> <p>If the Chairperson decides that the question will be held over, it shall be held over to the next meeting only.</p> <p><b>The Chairperson shall decide and nominate who will read out each question</b> and who will answer each question.</p>	<p>Processes which changed during restrictions imposed as part of the state of emergency were not updated into the Governance Rules. As these changes proved effective this enhancement brings the rule in line with current practice.</p> <p>Presently, public questions are read whether the person is in attendance or not. Additionally, the Chair nominates which Officer will ask and answer the question and is not consistently performed by the CEO.</p> <p>This change provides the Chair with flexibility to decide whether or not questions will be read, and flexibility to refer questions to the appropriate officers.</p>
<p>Requirement for petitions and joint letters to include a head petitioner or representative.</p>	<p>In some instances, Council Officers were unable to respond to petitioners as there was no Head Petitioner included on the form. This made it difficult to update those involved as to the status. To improve this process, Officers have updated the rule to include contact information of a head petitioner so they may consult with them regarding the petition.</p> <p>This enables Officers to gather more information about the contents of the petition before bringing a report</p>

Change	Reasoning
	back to Council for consideration.  This also allows Officers to communicate with a single point.
Changes to how Councillors who wish to attend a meeting via electronic means for any reason. This rule has been changed to "Councillors... <b>may</b> notify the Chief Executive Officer. The notification <b>can be</b> made verbally or in writing. The notification <b>should</b> be received no later than 1 hour prior to the meeting".	All meetings include the operation of Zoom to allow public and Councillor participation by electronic means.  While it is a courtesy and encouraged, it is not a requirement to notify Officers of virtual attendance as this does not impact the running of the meeting.

**COUNCIL PLAN**

The Council Plan 2021-2025 provides as follows:

**Strategic Objective 3: A Council that listens and adapts to the needs of our evolving communities**

**Priority 3.4: Measure performance, communicate our results and continue to improve our services every day**

The proposal to publish the draft Governance Rules for community consultation is consistent with the Council Plan 2021-2025.

**FINANCIAL IMPLICATIONS**

There are no financial implications associated with the recommendations in this report.

**RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

There are no risk or occupational health and safety issues associated with the recommendation within this report.

**COMMUNICATIONS & CONSULTATION STRATEGY**

Level of Engagement	Stakeholder	Activities	Date	Outcome
Consult	General public	Advertisement on the Have Your Say Website  Notice in the Moorabool News	Sept/Oct 2023	General public support on proposed Governance Rules

**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.

*Executive Manager – Celeste Gregory*

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

*Author – Kate Pryor*

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

#### **CONCLUSION**

Council Officers have undertaken a comprehensive and holistic review and update of the Governance Rules, amending a number of clerical errors and rules so they are clear, concise and consistent with current practice.

As required under s60(4) of the *Local Government Act 2020*, the draft Governance Rules incorporate a number of substantial changes which require community consultation.

It is proposed to publish the draft Governance Rules for community consultation as required under s60(4) of the *Local Government Act 2020* and for Council to receive a further report at the conclusion of this process.

## 12 CUSTOMER CARE AND ADVOCACY REPORTS

### 12.1 AUDIT AND RISK ADVISORY COMMITTEE OF COUNCIL - REPORTS

**Author:** Kaylene Bowker, Executive Assistant

**Authoriser:** Caroline Buisson, General Manager Customer Care and Advocacy

**Attachments:** 1. **Audit and Risk Advisory Committee Summary of Minutes - 10 May 2023 (under separate cover)**

#### PURPOSE

Advisory Committees are established to assist Council with executing specific functions or duties.

Advisory Committees of Council currently have no delegated powers to act on behalf of Council or commit Council to any expenditure unless resolved explicitly by Council following recommendation from the Committee. Their function is purely advisory.

Advisory Committees are required to report to Council at intervals determined by the Council.

#### EXECUTIVE SUMMARY

Councillors, as representatives of the following Advisory Committees of Council, present the reports of the Committee Meetings for Council consideration.

Committee	Meeting Date	Council Representatives
Audit and Risk Advisory Committee	Wednesday 10 May 2023	Cr Moira Berry Cr Tonia Dudzik

#### RECOMMENDATION

**That Council receives the Audit and Risk Advisory Committee Summary of Minutes for the meeting held on Wednesday 10 May 2023.**

**12.2 2017-2021 MOORABOOL SHIRE COUNCIL PLAN - OUTSTANDING ACTIONS PROGRESS REPORT - JUNE 2023**

**Author:** Amy Gloury, Acting Senior Corporate Planning Lead

**Authoriser:** Joshua Warner, Executive Manager People and Culture

**Attachments:** 1. **2017-2021 - Council Plan Outstanding Actions Progress Report - June 2023 (under separate cover)**

**PURPOSE**

This report provides an update on the progress of outstanding actions from the 2017-2021 Moorabool Shire Council Plan.

**EXECUTIVE SUMMARY**

- 10 outstanding actions were carried over from the 2017-2021 Council Plan.
- 7 actions are now completed including 1 this quarter.
- Progress is being made on the 3 remaining actions which will continue to be reported on until their completion.

**RECOMMENDATION**

**That Council receives the 2017-2021 Moorabool Shire Council Plan outstanding actions progress report as of June 2023, including Attachment 1 to this report.**

**BACKGROUND**

Of the actions identified for completion in the final year of the 2017-2021 Moorabool Shire Council Plan, 10 were incomplete as of 30 June 2021 and were not captured in Council's 2021-2025 Council Plan. Accordingly, quarterly reporting will continue for these outstanding Council Plan actions until all actions are complete.

**PROPOSAL**

There were 10 actions outstanding from the 2017-2021 Council Plan, of these 7 actions have since been completed, including 1 that was completed in this quarter.

1. *Undertake a Master Plan including concept and cost plan for a youth space at Rotary Park, including the Andy Arnold Facility*, the master plan was revised in early 2023 and was adopted by Council in May 2023. A risk assessment of options for Youth space in Bacchus Marsh was undertaken resulting in a plan to pilot a drop-in program at the Lerderderg Library in July 2023

The below table outlines the status of the remaining outstanding actions. A full progress report including commentary against each of these actions is provided in Attachment 1 of this report.

Action	Completion %
Develop and implement a policy on allocation, use and trading of water for Council water assets	90%
Incorporate strategic documents into the Planning Scheme - West Moorabool Heritage Study (2017 - 2021)	59%
Adopt a revised Municipal Early Years Plan (MEYP) and Youth Strategy	10%

## COUNCIL PLAN

The Council Plan 2021-2025 provides as follows:

**Strategic Objective 3: A Council that listens and adapts to the needs of our evolving communities**

**Priority 3.4: Measure performance, communicate our results and continue to improve our services every day**

The proposal to receive the 2017-2021 Moorabool Shire Council Plan – Outstanding Actions Progress Report is consistent with the Council Plan 2021-2025.

## FINANCIAL IMPLICATIONS

The implementation of outstanding Council Plan actions is resourced by Council's adopted annual budget.

## RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES

There are no Risk or Occupational Health & Safety issues in relation to this report.

## COMMUNICATIONS & CONSULTATION STRATEGY

Specific projects are the subject of their own communications strategy, nevertheless this report will be displayed on Council's website and the end of year progress will be reported in Council's Annual Report.

## 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.

*Executive Manager People & Culture – Joshua Warner*

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

*Author – Amy Gloury*

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

**CONCLUSION**

Council is committed to completing the outstanding actions from the 2017-2021 Moorabool Shire Council Plan. Of the 10 outstanding actions, 7 are now complete while 3 remain in progress. These actions will continue to be reported on until all actions from the 2017-2021 Moorabool Shire Council Plan have reached completion.

**12.3 2021-2025 MOORABOOL SHIRE COUNCIL PLAN - PROGRESS REPORT - YEAR TWO - QUARTER FOUR - JUNE 2023**

**Author:** Amy Gloury, Acting Senior Corporate Planning Lead

**Authoriser:** Joshua Warner, Executive Manager People and Culture

**Attachments:** 1. **2021-2025 Council Plan Progress Report - Year two Q4 June 2023 (under separate cover)**

**PURPOSE**

The 2021–2025 Moorabool Shire Council Plan (Council Plan) sits within the Council’s planning framework and identifies the main priorities and expectations over the four-year period.

This report provides an update on the status of the Council Plan actions as of June 2023.

**EXECUTIVE SUMMARY**

- There were 49 Strategic Actions to be achieved this in year two, including 19 actions carried forward from year one.
- 23 Council Plan actions from year two have now been completed.
- 26 Council Plan actions are not fully completed including 3 actions that are not yet started.

**RECOMMENDATION**

**That Council receives the 2021-2025 Moorabool Shire Council Plan Progress Report for year two, quarter four as of 30 June 2023, including Attachment 1 of this report.**

**BACKGROUND**

The three strategic objectives outlined in the Council Plan that guide new initiatives and continuing services are:

1. Healthy, inclusive and connected neighbourhoods
2. Liveable and thriving environments
3. A Council that listens and adapts to the needs of our evolving communities

Each objective has a set of priorities, or desired outcomes, which set out strategic actions to be undertaken over the planned four years to achieve the objectives.

The Annual and Quarterly performance reporting allows Council to effectively measure, monitor, review and report on its performance, while providing open and transparent reporting to the community. This report presents the progress performance against the actions set for the 2022/23 financial year.

There are 49 actions identified in the Council Plan to be achieved in year two including the 19 actions carried forward from year one. Through meetings with each manager, the 2022/23 key targets/milestones for each action were reviewed and set to reflect the expected progress throughout the year.

**PROPOSAL**

The 2021-2025 Moorabool Shire Council Plan Progress Report for year two, quarter four as of June 2023 is provided as **Attachment 1** to this report. This report includes a detailed commentary on the progress of each action.

The following table summarises the status of the actions under each strategic objective set to be achieved by 30 June 2023:

<b>Strategic Objective</b>	<b>Completed</b>	<b>In Progress</b>	<b>Not Started</b>	<b>Total</b>
Healthy, inclusive and connected neighbourhoods	12	12	1	<b>25</b>
Liveable and thriving environments	6	8	2	<b>16</b>
A Council that listens and adapts to the needs of our evolving communities	5	3	0	<b>8</b>
<b>Totals</b>	<b>23</b>	<b>23</b>	<b>3</b>	<b>49</b>

The completion of 23 actions in year two shows the tremendous amount of work being done to continue to deliver these actions while navigating the ongoing resourcing challenges and workload constraints being experienced across Council. The following shows the completed actions from year two for each directorate:

**Community Strengthening**

- Develop a Bike and Hike Strategy
- Implement the annual actions of the Arts and Culture Strategy
- Implement the annual actions of the Female Friendly Sport and Recreation Participation and Facilities Strategy
- Master planning of Recreation Reserves
- Implement the annual actions of the Health and Wellbeing Plan
- Implement the annual actions of the Age Well Live Well Strategy
- Implement the annual actions of the Disability, Accessibility and Inclusion Plan
- Complete design for the development of the Ballan Library & Community Hub
- Review the Community Development Strategy
- Deliver Community Leadership Program
- Develop support mechanisms for Community Asset Committees
- Review Community Infrastructure Framework
- Seek funding for Stage 3 BMRRR (annually until successful)

**Community Assets and Infrastructure**

- Implement the annual actions from the Road Safety Strategy
- Commence the development of the Sustainable Environment Strategy

- Develop the Sustainable Building Strategy
- Implement the Waste and Resource Recovery Strategy
- Commence construction of the West Maddingley Early Years & Community Hub (WMEYCH)
- Implement the planting program as per the Street Tree Strategy

#### **Community Planning and Development**

- Develop a Development Contribution Policy
- Consult and complete Car Parking strategy & Car Parking Policy

#### **Customer Care and Advocacy**

- Implement the actions of the Brand Strategy
- Improve Council's external reporting for better transparency and accountability

There are 26 Council Plan actions that are not fully completed as of 30 June 2023, including 3 actions not yet started. A detailed progress comment is provided for each of these actions in **Attachment 1**. Work on delivering these projects will continue into 2023/24 and the following 18 actions will carry forward into year 3 for completion:

- Develop an Integrated Transport Plan for Growth Areas
- Review and update the draft Urban Design Guidelines for new development, including sustainable subdivision Principles
- Develop the Gateway Strategy
- Develop the Open Space Strategy
- Complete Stage 1 construction of the Aqualink Cycle Corridor project in Bacchus Marsh
- Construct Stage 2 of the Aqualink Cycle Corridor project in Bacchus Marsh
- Complete design and commence construction for Ballan Library and Community Hub
- Complete the construction of the WMEYCH
- Commence construction of the Regional Bowls Facility
- Construct Stage 2 of the Bacchus Marsh Racecourse Recreation Reserve (BMRRR)
- Construct Moorabool Aquatic and Recreation Centre (MARC) Stage 1 - Bacchus Marsh Indoor Sports Stadium
- Develop the Bacchus Marsh Avenue of Honour Management Plan
- Review the Recreation and Leisure Strategy
- Review Economic Development Strategy and develop Action Plan
- Develop an Investment Attraction Strategy
- Develop a Visitor Strategy and Action Plan
- Review the Customer Experience Strategy
- Develop the ICT Strategy

**COUNCIL PLAN**

The Council Plan 2021-2025 provides as follows:

**Strategic Objective 3: A Council that listens and adapts to the needs of our evolving communities**

**Priority 3.4: Measure performance, communicate our results and continue to improve our services every day**

The recommendation to receive the 2021-2025 Moorabool Shire Council Plan Progress Report for year two, quarter four as of June 2023, is consistent with the Council Plan 2021-2025.

**FINANCIAL IMPLICATIONS**

The implementation of Council Plan actions is resourced by Council's adopted annual budget.

**RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

There are no Risk or Occupational Health & Safety issues in relation to this report.

**COMMUNICATIONS & CONSULTATION STRATEGY**

The progress comments and performance status of each action will be uploaded onto the online Council Performance Dashboard, current to June 2023. Community members can access the dashboard to view the performance of each of the Council Plan Priorities.

Specific projects are the subject of their own communications strategy, nevertheless this report will be displayed on Council's website and the end of year progress will be reported in Council's Annual Report.

**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.

*Executive Manager People & Culture – Joshua Warner*

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

*Author – Amy Gloury*

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

**CONCLUSION**

Overall, there are 49 actions being reported on for year two. 23 actions are complete and of the 26 action that are in progress all but 3 have progressed during the year and 18 will be carried forward for completion in 2023/24.

## **13 COMMUNITY ASSETS & INFRASTRUCTURE REPORTS**

### **13.1 CAPITAL IMPROVEMENT PROGRAM - QUARTERLY (FINAL) REPORT JUNE 2023**

**Author:** Ewen Nevett, Manager Engineering Services

**Authoriser:** Phil Jeffrey, General Manager Community Assets & Infrastructure

**Attachments:** 1. CIP Project Status Report 30 June 2023 (under separate cover)

#### **PURPOSE**

This quarterly report provides Council with an overview of the progress of Council's 2022-2023 Capital Improvement Program (CIP) to 30 June 2023.

#### **EXECUTIVE SUMMARY**

The delivery of the 2022-2023 CIP progressed with:

- The original budget approved by Council in June 2022 increasing by \$4.45M during the year through various state and federal government grants.
- CIP expenditure in 2022-2023 was \$51.15M, up from \$23.3M in 2021-2022.
- There were 119 projects reported to Council, including 6 projects added during the year.
- 64 CIP projects were completed during the year with a further 18 projects expected to be completed by 30 September 2023. 24 projects are not due for completion until after 30 June 2023, being "multi-year" projects (19) or are "On-Hold" (5).
- 4.2% of the CIP projects are deferred and "On-Hold".
- 16.0% of the CIP projects are Multi-Year projects continuing beyond 2022-2023.

#### **RECOMMENDATION**

**That Council receives the Capital Improvement Program quarterly report to 30 June 2023.**

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#### **BACKGROUND**

The delivery of the CIP is an important function of Council's operations and represents a significant portion of Council's overall expenditure. Accordingly, the status of the overall program is reported to Council every quarter.

#### **PROPOSAL**

This quarterly report provides Council with an overview of the outcome of Council's 2022-2023 CIP to 30 June 2023.

#### Implementation of the 2022-2023 CIP

The 2022-2023 CIP consisted of 119 projects (up from 113 at the start of the year), of which five (4.2%) remained On-Hold during the year due to unsuccessful grant applications and/or master planning progress. Of the 114 projects underway during the year, 19 represent Multi-Year

Projects, or projects added during the year, that are ongoing with carry forward into the 2023-2024 CIP.

This full list of projects incorporates projects from various sources including but not limited to the following:

- Projects carried forward from 2021-2022 program.
- 2022-2023 Council budgeted projects.
- State and Federal Grant funded/part-funded projects, including:
  - Roads to Recovery
  - Local Road and Community Infrastructure Program
  - Regional Airports Program – Round 2
  - Transport Accident Commission
  - Transfer Station Upgrade Fund
  - Dept of Transport & Planning
  - Sports and Recreation Victoria
  - Regional Development Victoria

A number of highlights include:

- Bald Hill – Stage 2, Telford Park – Completion of new carpark, work on all abilities trail 90% completed.
- Gordon Township – Stage 3A – Completed next stage of kerb and drainage along Main Street to Stanley Street (south side), and footpath on Stanley Street between Main Street and Dicker Street.
- Masons Lane Reserve – Completed refurbishment of pavilion and construction of new storage shed.
- Ballan Recreation Reserve – Completed new cricket practice nets and oval goal netting. Completed new change pavilion for sporting groups and progressed new main social pavilion.
- Harry Vallance Drive Reserve – Completed reserve upgrade.
- Jonathan Drive Reserve – Completed Stage 1 upgrade.
- Greendale – Finalised works associated with the Small-Town Improvement Program.
- Bacchus Marsh Aerodrome – Completed drainage improvements.
- Transfer Stations – Completed four new shelters at Bacchus Marsh (2No.); Ballan (1No.); Mount Egerton (1No.).
- Bacchus Marsh Racecourse Reserve – Continued development of Stage 2 facilities.
- Progressed construction of:
  - Moorabool Aquatic and Recreation Centre (Stage 1)
  - Aqualink Cycling and Walking Corridor
  - Skateparks in Ballan and Gordon
  - Darley Park Pavilion

- Commenced design on Bacchus Marsh Bowls Club; Ballan Library and Community Hub; Navigators Community Centre; Darley Park Playground; Mill Park Splash Park.

Community Assets and Infrastructure nominates 7 key stages of the project delivery process and reports with reference to these stages regarding the overall program status.

The table below summarises the overall program status at 30 June 2022:

CIP Program Delivery Stage	Actuals as of 30 June 2023	
	No. of Projects	%
Inactive/On-Hold	5	4.2
Not Commenced	0	0.0
Documentation / Design Preparation	15	12.4
Tender / Quote Stage	4	3.4
Project Awarded – Awaiting Commencement	4	3.4
In Progress / Under Construction	27	22.7
Complete	64	53.8
<b>Total</b>	<b>119</b>	<b>100.0</b>

The attached report details the status, including specific comments in relation to the progress, of each individual project for 2022-2023.

Program Status and Financial Year Performance

Of the 119 projects, there are 55 projects that will be carried forward into the 2023-2024 CIP, including the 5 projects currently “On Hold”, 19 “Multi-Year” projects and projects added during the year with completion dates beyond 30 June 2022. 31 Projects remained incomplete at 30 June 2023.

The status of all 119 projects is summarised on the attachment “2022-2023 Capital Improvement Program - Project Status”.

Of the 31 projects incomplete at 30 June 2022, 10 projects are expected to be complete by 30 September 2023. The table below outlines each of 31 projects and their status:

Carry Forward Projects		
#	Project Description	Project Status (at 30 June 2023)
1	Bungeeltap South Road, Mount Wallace (95-1200) - Reconstruction	Project was delayed due to resource availability and suitable weather. Construction is scheduled for December 2023
2	Coalmine Road, Lal Lal (0-2355) - Gravel Resheet & Seal	Project was delayed due to resource availability and suitable weather. Construction is scheduled for December 2023
3	Haywood Road, Lal Lal (0-1670) - Gravel Resheet & Seal	Project was delayed due to resource availability and suitable weather. Construction is scheduled for December 2023
4	Donald Street, Bacchus Marsh (0-190) - Kerb Installation & Drainage	Design is underway. Construction will likely commence in November 2023
5	Aqualink, Darley (Nelson St) - Landscape Works package	Project has been awarded to Commercialscapes Pty Ltd and is scheduled for completion in February 2024.
6	Peppertree Park, Bacchus Marsh - Master Plan Upgrades	Project awarded to BJE Constructions. Project scheduled to commence in July 2023 with completion in August 2023
7	Woolpack Road Bridge, Bacchus Marsh - Preplanning	Design contract has been awarded with site works (Surveying and Geotechnical investigations) scheduled for July 2023
8	Seereys Track, Coimadai (From Russells Road towards Seereys Track)	Design is underway in consultation with Melbourne Water
9	Simmons Drive, Bacchus Marsh - Drainage renewal	Design is scheduled to be finalised in August 2023 with construction likely to commence in February 2024

<b>Carry Forward Projects</b>		
#	Project Description	Project Status (at 30 June 2023)
10	Nelson Street, Darley - Drainage renewal	Design is finalised with tender for construction works scheduled to be advertised late April 2023. Construction is likely to commence in October / November 2023 and be completed in December 2023
11	Steele Court, Bacchus Marsh - Drainage upgrade	Design is finalised with construction scheduled to commence in late 2023
12	Werribee Vale Road - Design and Construction	Construction contract has been awarded and works will commence following completion of Telstra service relocations estimated to be complete in July 2023
13	Gordon Township, Gordon - Drainage Investigation	Construction of one minor project is scheduled for August 2023 with further works to commence late 2023
14	Telford Park - All Accessibility Trail (1000+ Steps - Stage 2)	Construction is well underway. Civil works scheduled to be completed in July 2023 and landscaping to be completed in August 2023
15	Swimming Pools, Ballan & Bacchus Marsh - Fibreglass shell patching and sand replacement	50% of works are complete. Final works are scheduled for July / August 2023
16	Grantleigh Drive Reserve, Darley – Upgrade	Construction has commenced with completion scheduled for August 2023
17	Darley Park - Pavilion Design & Construction	Project awarded to Midson Construction. Project is complete however Council is working with Greater Western Water to resolve the fire service non-compliance. Investigations are scheduled to be completed in August with required works to be implemented as required
18	Darley Park Rec Reserve - Playground	Design has been awarded to Go Design. Design work has commenced and is scheduled for completion in May 2024
19	SRV Female Friendly Facilities Grant - Dunnstown Rec Reserve	Design awarded to Gary Johnson Architect. Project is scheduled to for completion in Jun 2024
20	Mill Park Upgrades (incl. Ped Connection & Road Widening) - Community Facilities Grant	Roadworks complete, pathway construction complete, skate park construction complete. Half Basketball court complete. Landscaping was awarded to Rainscapes and is scheduled for completion in August 2023
21	Selby Court Reserve, Hopetoun Park - Reserve Improvements	Construction has been delayed due to contractor resource availability. Construction is scheduled to commence in August 2023, following completion of Grantleigh Drive, Darley Reserve Upgrades
22	STIP Works, Blackwood - Township Improvement	Small Township Improvement Plan concept for Blackwood is scheduled to be presented at August OMC. Detailed designing of civil elements will commence following endorsement of STIP by Council. Construction is likely to commence in February 2024
23	Mill Park Stage 2 – Splash park and toilet	Design awarded to Peddle Thorpe Architects. Tender is scheduled for August 2023 with completion anticipated in April 2024
24	Gordon Public Park - Stage 2, Gordon - Upgrade	Tender is scheduled for August 2023 with completion in December 2023
25	Civic Centre, Darley – Stage 2 Renovations (incl Cladding Replacement)	Design works awarded to Peter Vernon Architect. Project is scheduled for completion in April 2024.
26	New Library, Ballan - Feasibility and Design	Design awarded to Croxon Ramsay. Design is in progress and scheduled for completion in August 2023
27	Public Toilets & Ballan Civic Centre - Keyless Entry Sys	Project on hold, awaiting on further information in relation to system ICT security, expected to be delivered in the second half of 2023-2024
28	Wallace Kinder, Wallace - Removal of asbestos identified in 2020/21 asbestos audit	Quotation documentation is being prepared. Scheduled for completion in January 2024.

Carry Forward Projects		
#	Project Description	Project Status (at 30 June 2023)
29	Navigators Community Centre, Navigators - Renewal of existing facility	Project is scheduled to be tendered again in September with Dunnstown Pavilion with completion in May 2024

Considering the 24 projects either “On Hold”, “Multi-Year”, or “Added during the Year”, 64 projects out of a possible 95 projects were completed.

Factors contributing to the lower completion rate included the availability of adequate design resources which delayed a number of drainage projects, re-advertising projects due to tender prices, contractor availability delaying contract starts, and material supply chain issues extending contract periods.

Key aspects of the 2022-2023 CIP delivered projects include:

- 7.3 kms of gravel roads resheeted (6 projects)
- 10.8 kms of road shoulder resheeted (3 projects)
- 6.6 kms of sealed roads reconstructed (11 projects)
- 4 intersections upgraded
- 24.7 kms of sealed roads resurfaced
- 2.8 kms of footpaths renewed (7 projects)
- 2.8 kms of new footpaths constructed (5 projects)
- Greendale Township Improvements Plan implemented
- New Pavilions commenced at Darley and Ballan Reserves

“On-Hold” Projects

The following table provides an update of the 5 projects that are currently “On-hold”:

On-Hold Projects		
#	Project Description	Project Status (at 30 June 2023)
1	Riversdale Crescent, Darley (245-545) - Reconstruction	Project on Hold With the allocation of additional funds in the 2023-2024 Council budget, the project will now be activated with completion in November 2023
2	Maddingley Park - Resheet and Seal of Pathways	Project on hold. With the adoption of the Masterplan in July 2023 the project will now be activated in 2023-2024 for completion in June 2024.
3	Connor Court, Ballan - Drainage renewal	Project on hold, awaiting response from Melbourne Water
4	Maddingley Park Public Toilet, Maddingley - Upgrade	Project on hold. With the adoption of the Masterplan in July 2023 the project will now be activated in 2023-2024 for completion in June 2024.
5	Bacchus Marsh Bowls Club Pavilion and MARC Stage 2 - Bowling Greens	Design awarded to Peddle Thorpe Architects and has been prepared to tender stage. Waiting on external grants before the project will be activated.

Program Financial Status

A review of the current year financial aspect of the program has been completed through comparison of expenditure against the available budget. The final expenditure for the Capital Works and Major Projects component of the CIP has come in over budget by \$584,077, when compared to the current year budget, representing a 1.1% overspend for expenditure for the year.

The original budget of \$22.73M (excluding carry forwards of \$43.25M), approved by Council in June 2022, increased by \$4.45M during the year. The amended budget, including carry forwards and added project budgets, was \$70.44M, of which \$19.81M will carry forward into the 2023-2024 CIP.

Projects completed with an expenditure greater than 10% above approved budget are discussed below:

**Steiglitz Street, Ballan (938-1158) – Reconstruction [Budget \$436,000]**

The Contract was awarded \$25,000 (approx.) over budget due to high tender prices. There was a variation of \$52,000 to address unstable ground conditions and \$38,000 to match future works proposed east of Fiske Street, that would have been required when that section is upgraded.

**Ormond Road, Springbank (5280-6380) – Reconstruction [Budget \$162,162]**

Original scope included 3 short sections. By the time construction commenced it was necessary to address an intermediary section which also included an intersection, increasing the cost by \$18,000 over original budget.

**Grey St, Darley - K & C (Stage 2) [Budget \$307,052]**

The Contract was awarded \$112,000 (approx.) over budget due to high tender prices, offset by some savings found during construction.

**Lerderberg River Walking Track (Stage 1a), Darley (0-200) - Upgrade to concrete shared path [Budget \$66,690]**

The Contract was awarded \$10,000 (approx.) over budget due to high tender prices, with \$10,000 additional works (including additional pipes and rock beaching) to satisfy requirements of Melbourne Water.

**Gisborne Road, Darley (0-482) - Renew existing asphalt shared path [Budget \$49,345]**

The Contract was awarded over \$10,000 over budget.

**Yendon-Egerton Road, Millbrook - Culvert renewal [Budget \$195,830]**

Following Contract award and prior to works commencing on site, the October 2022 storm occurred. This resulted in damage to the embankment (not claimable under the NDRA program) of \$7,000 and caused soft areas to occur in the pavement requiring a variation of \$17,000.

**Gaynor Street, Maddingley - Drainage renewal [Budget \$131,694]**

The Contract was awarded \$55,000 (approx.) over budget due to high tender prices, offset by some savings found during construction.

**McCrae Street, Maddingley - Drainage renewal [Budget \$109,230]**

The Contract was awarded \$43,644.50 over budget due to high tender prices. A variation (approx. \$58,000) was required to address a utility conflict identified during construction requiring additional drainage works, offset by some savings found during construction.

**Masons Lane - Western Pavilion Extension [Budget \$328,421]**

Numerous design changes post award to accommodate user group issues plus cost escalation due to delayed delivery.

**Gordon Public Park - Stage 1, Gordon – Upgrade [Budget \$116,693]**

Contract variations for additional footings of \$14,600 and concreting between tennis court and skatepark (additional scope) of \$15,000.

**Bacchus Marsh Pound, Bacchus Marsh - Cat Holding Facilities [Budget \$54,800]**

Additional works requested after award to increase the footpath entrance and associated DDA works in the carpark plus other minor variation.

**Transfer Station Upgrades - BM, Ballan, Mt Egerton**

Additional costs required to strengthen the concrete pad due to in-situ soil conditions.

A further five projects were completed with expenditure between 5% to 10% over budget. These were:

- Yendon-Egerton Road, Yendon (1115-5517) - Reconstruction
- Grey Street, Darley (0-157) - Upgrade to concrete shared path
- Lerderderg River Walking Track (Stage 1b), Darley - Gravel path renewal
- Jonathan Drive, Darley - Playground renewal
- Bacchus Marsh Airport, Parwan - Drainage Improvements

**COUNCIL PLAN**

The Council Plan 2021-2025 provides as follows:

**Strategic Objective 3: A Council that listens and adapts to the needs of our evolving communities**

**Priority 3.3: Focus resources to deliver on our service promise in a sustainable way**

The proposal, Implementation of the 2021-2022 CIP, is consistent with the Council Plan 2021-2025.

**FINANCIAL IMPLICATIONS**

The impact of the \$584,077 overspend in 2022-2023 overspend relates to projects completed during the year.

**RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

There are no irregular Risk and Occupational Health and Safety issues identified in this report. Specific risk elements are analysed and monitored by the allocated project manager as part of the delivery of each individual project.

**COMMUNICATIONS & CONSULTATION STRATEGY**

Progress on the Capital Improvement Program will be reported in the following formats:

- Infrastructure update on active projects weekly.
- Update on major projects monthly.
- Moorabool Matters quarterly.

- Moorabool News as required.
- Report to Council quarterly.

Specific projects are communicated to the community and affected residents as required through a range of methods including but not limited to advertisements, mail outs, letter drops and door knocking.

#### **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 – Phil Jeffrey*

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

*Author – Ewen Nevett*

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

#### **CONCLUSION**

This report provides a summary of the 2022-2023 Capital Improvement Program delivery for the full year to 30 June 2023 for the information of Councillors.

## **13.2 RESPONSE TO NOTICE OF MOTION 296: POPULATION GROWTH AND NEEDS OF THE DALES CREEK COMMUNITY**

**Author:** Mitchell Cunningham, Acting Manager Environment & Waste  
**Authoriser:** Phil Jeffrey, General Manager Community Assets & Infrastructure  
**Attachments:** Nil

### **PURPOSE**

The purpose of this report is to respond to the resolution made at the Ordinary Meeting of Council held 4 August 2021 for a report into the population growth and needs of the Dales Creek community. And provide a summary of the proposed next steps for the Open Space (OS87) located at the southeaster corner of Dales Creek.

### **EXECUTIVE SUMMARY**

- Research has been undertaken into the population growth of the Dales Creek community.
- This assessment is made based on the Community Infrastructure Framework's (CIF) numerical approach to community planning, which aims to determine where community infrastructure would reach best utilisation were it built.
- It is acknowledged that Dales Creek is separated from surrounding towns and therefore fit for purpose facilities are warranted within Dales Creek.

### **RECOMMENDATION**

**That Council:**

- 1. Notes the report into the population growth and needs of the Dales Creek community in response to the Notice of Motion received by Council 4 August 2021; and**
- 2. Endorses the scheduling of a community consultation process to inform the design for fit-for-purpose facilities within Dales Creek which will then form part of the long-term capital program.**

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### **BACKGROUND**

The 4 August 2021 Resolution by Council:

*That Council:*

- 1. Request the Chief Executive Officer prepare a report into the population growth and needs of the Dales Creek community.*
- 2. Request consideration in the report of:*
  - a) An active recreation space to cater for children of the area.*
  - b) Picnic area and seating to encourage community relationships.*
  - c) Gathering point during high bushfire danger periods.*
  - d) Central location for residents to walk or bike ride to.*
  - e) Installation of climbing frames and appropriate play equipment to promote active play.*
  - f) Consideration and respect for the native character.*

**PROPOSAL**

The number of habitable dwellings (or homes) in Dales Creek is a key determinant of the population there. This is recognised in the rationale for the Notice of Motion (NoM) which notes *‘The Dales Creek township nestled in bushland between Greendale and Blackwood has notably grown in population over the last 10 years due to an abundance of homes being built on vacant lots.’*

This is substantiated by the CENSUS data for Dales Creek, which shows that the number of dwellings in Dales Creek increased from 123 in 2006, to 160 in 2021 (see Table 1). The increase of thirty-seven dwellings over the fifteen-year period corresponded to an increase in population, from 345 in 2006 to 403 in 2021. This is a considerable increase in percentage terms for the township (approximately 15 per cent), however, in the context of assessing the need for community infrastructure via the Council’s Community Infrastructure Framework (CIF) an increase of approximately fifty people is considered marginal, the reasons why are discussed further below.

Since 2021, there has been no planning undertaken by Council for any medium or large-scale residential development in Dales Creek and there are currently no such plans. Therefore, increased growth is unlikely. As such, it is reasonable to assume that the population in Dales Creek has reached its peak. The implication for the assessment of need for additional community infrastructure in Dales Creek is that it is highly unlikely that the population will reach the threshold required to trigger any new infrastructure by an assessment using the CIF.

This is because the provision ratios in the CIF require thousands of people to be living in an area before it triggers the need for any community infrastructure. For example, one community room requires 1,400 people, a tennis court requires 2,000 people and a cricket oval requires 3,500 people – these are some of the lowest thresholds in the CIF and the population in Dales Creek is unlikely to reach these population levels.

This assessment is made based on the CIF’s numerical approach to community planning, which aims to determine where community infrastructure would reach best utilisation were it built. However, this approach is not and should not be the only factor considered when determining the need for community infrastructure in a township. In townships with rather low populations, such as Dales Creek, the objective of building community infrastructure that gets a high rate of utilisation needs to be balanced against the desire to provide facilities to the local community that enable them to live a healthy, active, and engaging lifestyle whilst also providing an opportunity for the community to connect and build relationships around common interests.

This analysis should not be taken to preclude the development of additional community infrastructure or upgrades to any existing infrastructure in Dales Creek. It does, however, serve to be faithful to Council’s adopted approach to community planning (via the CIF) whilst also demonstrating that this approach is better applied in larger townships and centres wherein there are thousands of people living rather than in townships where there are just hundreds of people.

	<b>2006</b>	<b>2011</b>	<b>2016</b>	<b>2021</b>
Dwellings	123	150	162	160
Population	345	410	396	403

Table 1 - Dwellings and Population in Dales Creek 2006 to 2021 (Source: CENSUS TableBuilder)

Age bracket	2006	Age bracket	2011	2016	2021
0-4	18	0-4	31	39	40
5-14	61	5-9	25	29	22
15-24	43	10-14	35	31	25
		15-19	29	23	40

Table 2 - Population in Dales Creek 2006 to 2021 age break down (Source: CENSUS TableBuilder)

Age bracket	2011	2021	Change since 2011
0-4	31	40	29%
5-9	25	22	-12%
10-14	35	25	-29%
15-19	29	40	37%

Table 3 - Population in Dales Creek 2006 to 2021 comparison by age (Source: CENSUS TableBuilder)

	2011	2021	Change since 2011
0-19	120	127	5%

Table 4 - Population in Dales Creek 2006 to 2021 comparison by population 0-19 (Source: CENSUS TableBuilder)

Therefore, based on the information above it can be shown that the population has remained steady in the past fifteen years and based on environmental and utility constraints there is no anticipated growth, meaning Dales Creek’s population may have reached its peak.

There have been slight fluctuations to the age brackets within the 0-19 range, but as a whole the 0-19 bracket has also remained steady.

Impacts and difficulties of developing within Dales Creek

Notwithstanding the above comments about the growth, if Council were to explore all possible open spaces within Dales Creek for facilities, there are only two possible locations that this could be based on current land in Council possession (as shown in green in figure 1 below).

The north-western property (O86) is not appropriately located for the objectives set out within the Notice of Motion and its primary function is for a connection for Country Fire Authority (CFA) into the Wombat State Forest. Figure 3 also shows that this parcel of land is heavily vegetated and any proposed works within the land would come at a significant financial and environmental cost.

Open Space (OS87) from a locality perspective could be considered as a location, but if this parcel of land were to be developed there would be a number of issues to overcome:

- Significant cost in the existing vegetation (as shown in Figure 2) involved with obtaining reports/credits and eventual removal prior to any facilities being developed.
- Existing topography would make open space difficult and would result in significant earthworks to flatten the land in preparation for the facilities (coming at a significant cost).
- Significant environmental impacts from the loss of vegetation.
- Significant cost in providing parking facilities that would be required as the road network does not have room for cars to be parked adjacent to the open space and the existing windy road would not be safe for cars to park on the existing road network.

- The current park does not have any footpath links to the greater community of Dales Creek.
- Risk that the facilities will be used in the event of disasters and the community could become trapped within Dales Creek.

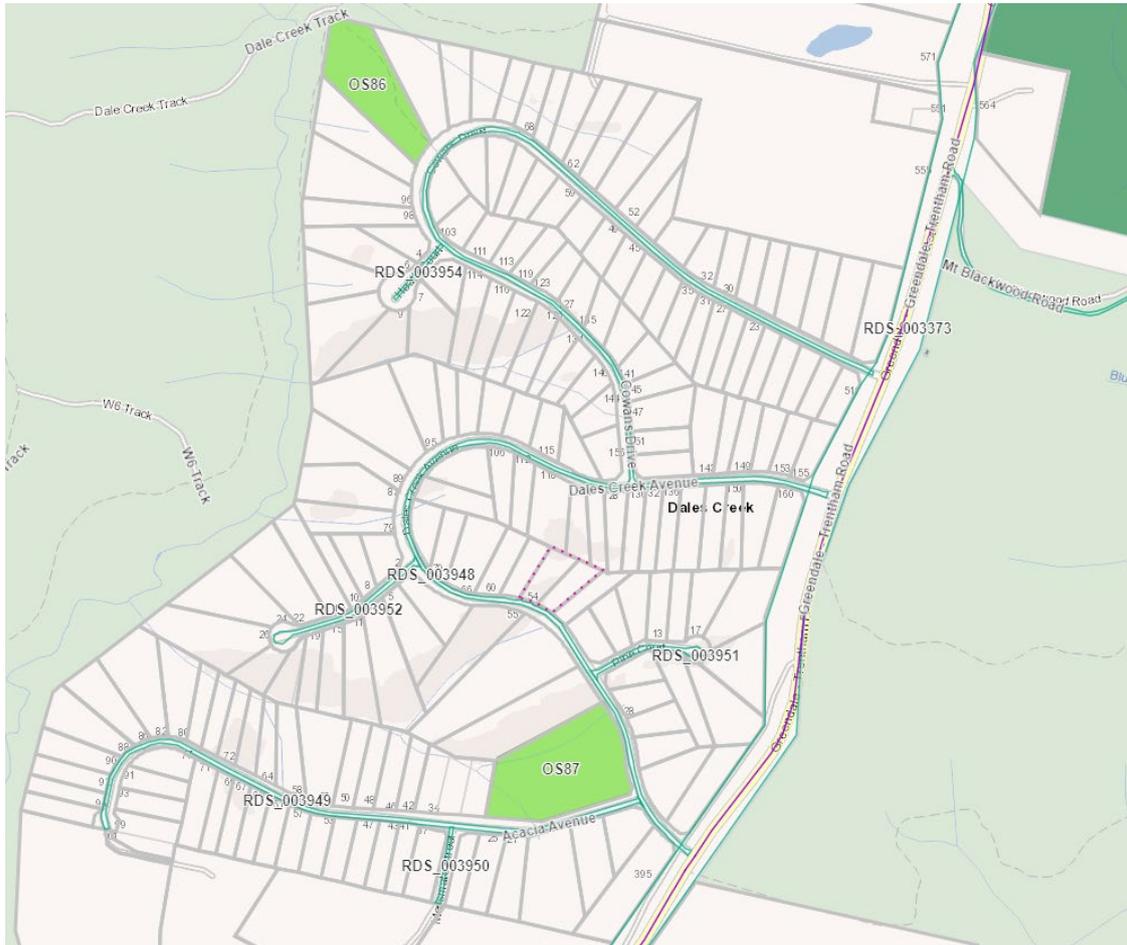


Figure 1 - Dales Creek Open Space



Figure 2 - Photo of OS87 (see Figure 1)



Figure 3 - Photo of OS86 (see Figure 1)

### Next Steps for Dales Creek Open Spaces

Notwithstanding the future growth in Dales Creek and Environmental/Financial Impacts of developing Open Space 87 within Dales Creek, Council acknowledges that the Dales Creek community currently has no facilities within the township and do not have access to any facilities without driving (nearest facilities are 5km away at Egans Reserve, Greendale). The facilities within Egans Reserve include a multi-purpose field (Cricket & AFL), playground, BBQ, shelter, toilet and multi-purpose hard stand (Basketball and Tennis). In addition to these facilities, there has been recent investment (2021/2022) by Council into Greendale Township for connecting footpaths surrounding these facilities. These facilities not only service the need of Greendale but surrounding communities.

However, due to the lack of facilities within Dales Creek there still would be a benefit to the community of Dales Creek if facilities could be co-located within the trees such as a rotunda, seating and other facilities. To inform this outcome, it is proposed to schedule a design in conjunction with community consultation to provide fit for purpose facilities within Dales Creek. This proposed project will then form part of future bids within the long-term capital program.

### **COUNCIL PLAN**

The Council Plan 2021-2025 provides as follows:

**Strategic Objective 3: A Council that listens and adapts to the needs of our evolving communities**

**Priority 3.2: Align services to meet the needs of the community**

The proposal is consistent with the Council Plan 2021-2025.

**FINANCIAL IMPLICATIONS**

There are no financial implications for Council.

**RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

There are no risk and occupational health and safety issues associated with this report.

**COMMUNICATIONS & CONSULTATION STRATEGY**

No community consultation has taken place.

**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 – Phil Jeffrey*

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

*Author – Mitchell Cunningham*

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

**CONCLUSION**

At the Ordinary Meeting of Council held on 4 August 2021, a Notice of Motion was carried for an investigation to be undertaken on the population growth and needs of the Dales Creek facility and a report be brought back to Council.

It has been found that the population within Dales Creek has remained steady in the past 15 years and the only land currently held by Council for any open space is heavily vegetated. Large scale removal of trees would have a significant financial and environmental impact.

Noting that the community is somewhat isolated from nearby townships, it is acknowledged that providing some facilities, with consideration for removal of existing vegetation, will have a benefit to the community.

It is proposed to undertake consultation to understand the needs of the community and determine which elements could be safely provided within the open space without the need to remove vegetation.

**13.3 ADVISORY COMMITTEES OF COUNCIL - REPORTS**

**Author:** Alison Robinson, EA Community Assets & Infrastructure

**Authoriser:** Phil Jeffrey, General Manager Community Assets & Infrastructure

**Attachments:** 1. Lal Lal Falls Reserve Advisory Committee of Management - Minutes 07 July 2023 (under separate cover)

**PURPOSE**

Advisory Committees are established to assist Council with executing specific functions or duties.

Advisory Committees of Council currently have no delegated powers to act on behalf of Council or commit Council to any expenditure unless resolved explicitly by Council following recommendation from the Committee. Their function is purely advisory.

Advisory Committees are required to report to Council at intervals determined by the Council.

**EXECUTIVE SUMMARY**

Councillors, as representatives of the following Advisory Committees of Council, present the reports of the Committee Meetings for Council consideration.

<b>Committee</b>	<b>Meeting Date</b>	<b>Council Representatives</b>
Lal Lal Falls Reserve Advisory Committee of Management	Friday 7 July 2023	Cr Sullivan Cr Munari (sub)

**RECOMMENDATION**

**That Council receives the Lal Lal Falls Reserve Advisory Committee of Management Minutes for 7 July 2023.**

**14 OTHER REPORTS**

Nil

## **15 NOTICES OF MOTION**

### **15.1 NOTICE OF MOTION - REPORT ON HOMELESSNESS IN MOORABOOL SHIRE**

**Attachments: Nil**

I, Councillor Cr Rodney Ward, give notice that at the next Ordinary Meeting of Council to be held on 6 September 2023, I intend to move the following motion:

#### **MOTION**

**That Council request the Chief Executive Officer to prepare a report on homelessness that provides the following:**

- 1. Statistical data on those considered homeless (or considered “marginal”) in 2022/23, and projects the expected extent of homelessness in Moorabool Shire into the future e.g. 5 years, 10 years, etc.**
- 2. This report includes:**
  - (a) a demographic profile of people living without a home in Moorabool;**
  - (b) data about the reasons people are seeking assistance from homelessness services;**
  - (c) local information about the housing market drivers of homelessness, including rental affordability and availability of social housing;**
  - (d) local examples of non-housing responses to homelessness.**
- 3. Outlines how MSC can most effectively take action to reduce the numbers of people living in MSC without a home, and identify what mechanisms are available to Council to end homelessness.**
- 4. Information on services and assistance that is available to support those people experiencing homelessness (or at risk of homelessness) with housing, food and other welfare support, and identify how MSC can best support these organisations.**
- 5. Outlines how MSC can ensure that Council Officers are equipped with appropriate knowledge and resources to respond effectively and consistently to reports of homelessness in the Shire.**
- 6. Identify how MSC can enhance community understanding about the causes of homelessness and local support services.**
- 7. Identify how MSC can advocate for the provision of additional social and affordable housing options in Moorabool Shire Council.**
- 8. Identify how MSC can develop effective homelessness and housing strategies to develop the housing people need to end homelessness.**

**RATIONALE**

People experience homelessness when they do not have accommodation that is safe, secure or appropriate. Homelessness can occur due to a variety of complex issues, including loss of employment, family breakdown, poor physical and mental health, family violence, drug and alcohol misuse, unemployment and financial stress. Homelessness is a social issue affecting people and communities worldwide. It has no municipal boundaries and requires a whole-of-community response.

According to data supplied by the Australian Bureau of Statistics, the statistics of those considered homeless, or those considered “marginal” (those defined as living in crowded dwellings, improvised dwellings or housed in caravan parks), in the Moorabool Shire has risen significantly from 2016 to 2021 as indicated by the following statistics:

	<b>2016</b>	<b>2021</b>	<b>% increase</b>
<b>Homeless</b>	69	94	<b>36%</b>
<b>Marginal *</b>	46	99	<b>115 %</b>
<b>Total Homeless / Marginal</b>	115	193	<b>67%</b>

\* Those defined as living in crowded dwellings, improvised dwellings or housed in caravan parks

The 2022 Australian Homelessness Monitor revealed a rapid growth in homelessness in regional Australia over the past four years. In regional Victoria the average monthly number of people using homelessness services in 2021-22 was 9,949, up 6% from 2017-18, and this is only those using services, with the actual figures of those homeless considered to be significantly higher.

Housing affordability stress was the fastest growing cause of homelessness across the country, with the average monthly total of people seeking help for this reason increasing by 27%. In regional Victoria alone the proportion of private tenancies affordable for low-income households plummeted from 58% in 2017 to 24% in 2022.

With the high rate of inflation, rising cost of living, and rising costs of rent in the private rental market, coupled with the inadequate supply of social housing and rental availability, there has been a reported increase in the number of those homeless in Australia, with a significant increase in Victoria. With the expected population growth in Moorabool Shire Council, the numbers of people experiencing homelessness in Moorabool is also expected to increase.

The challenges in the housing market mean that more Victorians are unable to find a home, with a scarcity of rentals available in many parts of Moorabool Shire.

I commend this Notice of Motion to Council.

**16 NOTICES OF RESCISSION**

Nil

## **17 MAYOR'S REPORT**

### **17.1 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.

#### **RECOMMENDATION**

**That Council receives the Mayor's Report.**

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**18 COUNCILLORS' REPORTS**

**19 URGENT BUSINESS**

## 20 CLOSED SESSION OF THE MEETING TO THE PUBLIC

### RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 66(2)(a) of the *Local Government Act 2020*:

#### 20.1 C22-2022/2023 - Gordon Infrastructure Improvement Stage 3A - Contract Variation (Stanley Street Works)

This matter is considered to be confidential under Section 3(1) confidential information - (g) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with private commercial information, being information provided by a business, commercial or financial undertaking that (i) relates to trade secrets; or

(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

#### 20.2 C05-2023/24 Roadside Slashing Services

This matter is considered to be confidential under Section 3(1) confidential information - (g) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with private commercial information, being information provided by a business, commercial or financial undertaking that (i) relates to trade secrets; or

(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

#### 20.3 Request for Leave - Cr David Edwards

This matter is considered to be confidential under Section 3(1) - f of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

**21 MEETING CLOSURE**