



# **AGENDA**

## **Ordinary Council Meeting Wednesday, 7 September 2022**

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

**Date: Wednesday, 7 September 2022**

**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 3 August 2022

## **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 FLAG FLYING POLICY**

**Author:** Dianne Elshaug, Co-ordinator CEOs Office

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

**Attachments:** 1. Flag Flying Policy (under separate cover)

#### **PURPOSE**

The purpose of the attached Flag Flying Policy is to outline the proper use of flags, provide guidance to Shire employees who manage the flying of flags at Council offices and provide a framework for considering requests to fly flags at times outside Council's Annual Flag Schedule.

#### **RECOMMENDATION**

**That Council:**

- 1. Receives the draft Flag Flying Policy; and**
- 2. Resolves that in accordance with Moorabool Shire Council Policy Protocol, consideration of items which affect beyond the current year, the draft Flag Flying Policy as attached now lay on the table for further consideration at the next Ordinary Meeting of Council.**

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#### **BACKGROUND**

The policy has been prepared in response to Notice of Motion No. 293 at the Ordinary Meeting of Council on 3 February 2021, and the Ordinary Meeting of Council on Wednesday 7 April 2021. The Policy will apply to flagpoles at Council offices in Ballan and Darley.

#### **PROPOSAL**

As one of Australia's most important symbols, flags should be used with respect and dignity and should be handled ceremoniously at all times.

Flags are currently flown at Moorabool Shire Council offices located at 15 Stead Street, Ballan and 182 Halletts Way, Darley.

Each office location flies the Australian National Flag, the Victorian State Flag and the Australian Aboriginal Flag. The Moorabool Shire Pennant is flown at the Darley office.

Council's current flag protocols are detailed in the attachment, along with a proposed Annual Flag Schedule.

An opportunity for community members or organisations to request to fly a flag other than the Australian National Flag, Victorian State Flag and Australian Aboriginal Flag can be considered via an application process, details of which are included in the attached policy.

#### **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 1.3: Facilitate opportunities for the community to gather and celebrate**

The proposal to note the Flag Flying Policy is consistent with the Council Plan 2021-2025.

**FINANCIAL IMPLICATIONS**

Council currently flies flags at its two office locations, and the maintenance and management of flags and flagpoles is incorporated into existing budgets.

**RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

No risks have been identified in the implementation of this policy.

**COMMUNICATIONS & CONSULTATION STRATEGY**

Advice to the community via our website and social media will be released once the Flag Flying Policy is signed, along with release of the Flag Flying 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.

*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 – Dianne Elshaug*

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

**CONCLUSION**

The attached Flag Flying Policy provides clarity on what flags are flown at Council offices in Ballan and Darley, provides details of Council's Annual Flag Schedule, provides clarity on Council's flag protocols and provides a process for the community to request different flags to be flown at Council buildings.

**11.2 COMMUNITY ASSET COMMITTEES - REPORTS****Author:** Dianne Elshaug, Co-ordinator CEOs Office**Authoriser:** Derek Madden, Chief Executive Officer**Attachments:** 1. Blacksmiths Cottage & Forge Minutes, 26 April (under separate cover)**PURPOSE**

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

**EXECUTIVE SUMMARY**

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

Committee	Meeting Date
Blacksmith's Cottage & Forge Minutes	26 April 2022

**RECOMMENDATION**

**That Council receives the Blacksmith's Cottage & Forge Minutes of 26 April 2022.**

## **12 COMMUNITY PLANNING AND ECONOMIC DEVELOPMENT REPORTS**

### **12.1 HIGH VOLTAGE TRANSMISSION LINE SETBACK POLICY**

**Author:** Vanessa Osborn, Coordinator Major Developments

**Authoriser:** Henry Bezuidenhout, Executive Manager Community Planning & Economic Development

**Attachments:** 1. High Voltage Transmission Line Setback Policy (under separate cover)

#### **PURPOSE**

The purpose of this report is to recommend the adoption of an updated setback policy for high-voltage transmission lines. The policy provides updated guidance and information for energy infrastructure proponents, operators, community members and other relevant stakeholders.

#### **EXECUTIVE SUMMARY**

- The proposed policy (the policy) has been updated using the recently adopted energy infrastructure setback recommendations handed down in the Australian Energy Infrastructure Commissioner's 2021 Annual Report.
- It is recommended that Council adopts the proposed High Voltage Transmission Line Setback Policy.

#### **RECOMMENDATION**

**That Council adopts the High Voltage Transmission Line Setback Policy provided as Attachment 1 to this report.**

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#### **BACKGROUND**

Moorabool Shire currently houses three wind farms with almost 200 turbines between them. The renewable energy facilities were constructed between 2018 to 2021. Moorabool also forms part of the Department of Environment, Land, Water and Planning (DELWP's) Western Victoria Renewable Energy Zone (REZ). It is one of six zones in their REZ Development Plan (Directions Paper published February 2021), which earmarks potential projects across the State to achieve Victoria's renewable energy transformation. The existing and prospective renewable energy infrastructure projects highlight a requirement for Council to adopt a policy position on transmission infrastructure.

The original setback policy was adopted by council in December 2021. Since then, the Australian Energy Infrastructure Commissioner (AEIC) has released its 2021 Annual Report which provides amended setback recommendations. The Moorabool policy has been updated to be aligned with the AEIC recommendations, as well considerations under the Moorabool Planning Scheme.

The updated policy will be actively considered when determining and making submissions to projects that involve high voltage transmission lines. The consequential actions of Council in response to a non-compliance with this policy will be considered on a project-by-project basis.

## **PROPOSAL**

Moorabool Shire acknowledges the importance of renewable energy projects and is supportive of the transition to renewable energy. However, there are justifiable concerns regarding the impacts of the infrastructure on Moorabool communities. Moorabool also has a strong local identity connected to the environment, and unsightly transmission lines crossing the landscape directly conflicts with the visual amenity and liveability for our communities. There are also impacts on private land due to transmission line easements and access tracks that may restrict current and future growth and land use, particularly for the agricultural properties in our Shire.

The proposed policy has been developed in response to the current lack of government sanctioned and peer reviewed research regarding appropriate setback distances from high-voltage transmission lines.

A number of updated recommendations have been made by the Australian Energy Infrastructure Commissioner (AEIC) in its 2021 Annual Report that address the differences in design and governance of renewable energy projects across Australian states and territories, which include high voltage transmission lines on human health, visual amenity and peaceful enjoyment of private property. The AEIC recommendations provide a framework for a consistent approach and expectations for governments, industry, and the community, towards achieving more equitable community outcomes and driving technological improvements across the energy market, which the policy is based on.

## **COUNCIL PLAN**

The Council Plan 2021-2025 provides as follows:

### **Strategic Objective 2: Liveable and thriving environments**

#### **Priority 2.1: Develop planning mechanisms to enhance liveability in the Shire**

The proposal to adopt the High Voltage Transmission Line Setback Policy is consistent with the Council Plan 2021-2025.

## **FINANCIAL IMPLICATIONS**

There are no financial implications in adopting this policy.

## **RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

There are no risk or occupational health and safety issues identified in this report.

## **COMMUNICATIONS & CONSULTATION STRATEGY**

There is no communications or consultation strategy required for this 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 – Henry Bezuidenhout*

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

*Author – Vanessa Osborn*

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

**CONCLUSION**

The current and future renewable energy infrastructure projects highlight a requirement for Council to adopt an updated policy position on transmission infrastructure. It is proposed to actively consider this policy when determining and making submissions to projects that involve high voltage transmission lines.

## **13 COMMUNITY STRENGTHENING REPORTS**

### **13.1 DRAFT MASON'S LANE RESERVE MASTER PLAN**

**Author:** Chloe Beech, Coordinator Sport and Active Recreation

**Authoriser:** Leigh McCallum, General Manager Community Strengthening

**Attachments:**

- 1. Draft Masons Lane Master Plan - Report (under separate cover)**
- 2. Draft Masons Lane Master Plan - Short Term Concept (under separate cover)**
- 3. Draft Masons Lane Master Plan - Long Term Concept (under separate cover)**

#### **PURPOSE**

The purpose of this report is to present the draft Mason's Lane Reserve Master Plan to proceed to public exhibition.

#### **EXECUTIVE SUMMARY**

The initial 2011 Master Plan has now been superseded, creating a requirement for a new and refreshed document. With growing demand, increased population forecast, changes in tenancy arrangements and several gaps in infrastructure provision, an updated Master Plan for the Reserve provides a coordinated and collaborative approach to its future development.

#### **RECOMMENDATION**

**That Council approves to progress the draft Mason's Lane Reserve Master Plan to a four-week public exhibition phase.**

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#### **BACKGROUND**

Mason's Lane Reserve is one of many recreation reserves in Moorabool Shire that facilitate opportunities to be physically active, whether it be through formalised sport or non-structured recreation. As part of Moorabool Shire's commitment to its growing community, a collaborative master planning process has been undertaken.

The draft Mason's Lane Reserve Master Plan presents both short-term and long-term landscape plans, highlighting recommendations which can be achieved within the next 3-5 years, as well as longer term items (i.e., within 10 years). Until such time that the long-term Master Plan is fully implemented, current use and tenancy of Mason's Lane Reserve will remain unchanged. Future usage, infrastructure provision and occupancy of the Reserve remains dependent on future demand analysis, which may change over time.

The draft Plan has been developed by the appointed consultant InsideEdge in partnership with the Mason's Lane Reserve stakeholders, and Moorabool Shire Council staff. The draft Plan follows the directions of the Project Brief which have been approved by the Project Control Group (PCG) which includes representatives from various service units within Council.

**PROPOSAL**

The draft Master Plan presents a short term and long-term concept for the future of the Reserve. It is proposed the draft Master Plan, with these concepts, are released to the community for public exhibition.

**COUNCIL PLAN**

The Council Plan 2021-2025 provides as follows:

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

**Priority 1.4: Develop a vision and provide opportunities for rural communities**

The proposal of progressing the draft Mason’s Lane Reserve Master Plan to public exhibition is consistent with the Council Plan 2021-2025.

**FINANCIAL IMPLICATIONS**

Upon adoption of the Mason’s Lane Reserve Master Plan, a quantity surveyor cost estimate will be provided on the identified priorities.

Council’s 2021/22 adopted budget includes an allocation of \$200,000 to the Master Plan implementations.

External funding opportunities through Sport and Recreation Victoria (SRV) grant programs have also been identified as potential sources to leverage funds to assist with the delivery of identified projects.

A strategic approach towards project funding will be required to implement the priorities outlined in the draft Master Plan. The priority projects and costings will need to be considered in Council’s Strategic Financial Plan and Capital Improvement Program to allow for external funding applications to be prepared and funding contributions to be sourced from the Reserve user groups and the community.

**RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Financial – Inadequate funds to finish project	Funding required to implement any of the infrastructure priorities outlined within the Master Plan	High	Financial resources will need to be allocated within Council’s Strategic Financial Plan to allow for grant applications to be made to provide the external funding required to deliver such projects.
Community needs	Scheduling should be managed carefully to ensure the community outside the tenant clubs have access to the facilities.	Medium	User agreements in place with strict parameters.

**COMMUNICATIONS & CONSULTATION STRATEGY**

<b>Level of Engagement</b>	<b>Stakeholder</b>	<b>Activities</b>	<b>Location</b>	<b>Date</b>	<b>Outcome</b>
Consult	Community groups	Meetings with groups	Online	December 2021	Community survey open to be completed via the 'Have Your Say Moorabool' online community engagement portal. This included 237 community surveys completed.
Consult	Reserve user groups	Interviews with groups (10 user group meetings)	Telephone	November 2021	Meeting outcomes summarised and form part of the site analysis and draft Plan.
Consult	Council service units	Meetings with groups	Online	December 2021 – April 2022	Feedback from various service units compiled to form part of the site analysis and draft Plan.

**VICTORIAN CHARTER OF HUMAN RIGHTS & RESPONSIBILITIES ACT 2006**

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

**OFFICER'S DECLARATION OF CONFLICT OF INTERESTS**

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

*General Manager – Leigh McCallum*

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

*Author – Chloe Beech*

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



**CONCLUSION**

The Draft Mason's Lane Reserve Master Plan considers all consultation, background information, strategic context, and existing facility conditions. The Plan aims to respond to the needs, aspirations and challenges for Moorabool Shire and its communities, and outlines a clear approach to enhancing the Reserve into the future.

The draft Plan has been developed in partnership with the Reserve user groups and broader community input. This was gathered via a strong community survey response rate and further comment will be captured in the four-week public exhibition period. The feedback received from the exhibition period will help inform the final Master Plan which will be presented to Council for consideration and adoption.

## **14 CUSTOMER CARE AND ADVOCACY REPORTS**

### **14.1 ADOPTION "IN PRINCIPLE" OF THE 2021/22 FINANCIAL STATEMENTS FOR SUBMISSION TO THE VICTORIAN AUDITOR-GENERAL FOR CERTIFICATION**

**Author:** James Hogan, Coordinator Financial Services

**Authoriser:** Adrian Murphy, Acting General Manager Customer Care and Advocacy

**Attachments:** 1. Annual Financial Report for year ended 30 June 2022 (under separate cover)

#### **PURPOSE**

To present the 2021/22 Financial Statements to Council for adoption “in principle” and authorise two Councillors, being the Councillor members of the Audit Committee, to sign the audited statements, before being submitted to the Auditor-General for certification.

#### **EXECUTIVE SUMMARY**

The following report presents the 2021/22 Financial Statements for adoption “in principle” by Council for submission to the Auditor-General for certification

#### **RECOMMENDATION**

**That Council, in accordance with section 98 of the Local Government Act 2020:**

- 1. Adopts in principle and submits the 2021/22 Financial Statements to the Auditor-General for certification; and**
- 2. Authorise the Council’s Audit Committee Representatives, Cr Dudzik and Cr Berry to certify the 2021/22 Financial Statements in their final form, after any changes recommended, or agreed to by the Auditor, have been made.**

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#### **BACKGROUND**

The Local Government Act 2020 requires that Council complete the following at the end of each financial year with respect to producing an Annual Report.

##### **S. 98 Annual report**

- (1) A Council must prepare an annual report in respect of each financial year.
- (2) An annual report must contain the following:
  - (a) a report of operations of the Council;
  - (b) an audited performance statement;
  - (c) audited financial statements;
  - (d) a copy of the auditor's report on the performance statement;
  - (e) a copy of the auditor's report on the financial statements under Part 3 of the Audit Act 1994;

- (f) any other matter required by the regulations.
- (5) The financial statements must:
  - (a) include any other information prescribed by the regulations; and
  - (b) be prepared in accordance with the regulations.

### **S. 99 Preparation of annual report**

- (1) As soon as practicable after the end of the financial year, a Council must cause to be prepared in accordance with section 98, the performance statement and financial statements of the Council for the financial year.
- (2) The Council, after passing a resolution giving its approval in principle to the performance statement and financial statements, must submit the statements to the auditor for reporting on the audit.
- (3) The Council must ensure that the performance statement and financial statements, in their final form after any changes recommended or agreed by the auditor have been made, are certified in accordance with the regulations by:
  - (a) two Councillors authorised by the Council for the purposes of this subsection; and
  - (b) any other persons prescribed by the regulations for the purposes of this subsection.
- (4) The auditor must prepare a report on the performance statement.

Note: The auditor is required under Part 3 of the Audit Act 1994 to prepare a report on the financial statements.

- (5) The auditor must not sign a report under subsection (4) or under Part 3 of the Audit Act 1994 unless the performance statement or the financial statements (as applicable) have been certified under subsection (3).
- (6) The auditor must provide the Minister and the Council with a copy of the report on the performance statement as soon as is reasonably practicable.

Note: The auditor is required under Part 3 of the Audit Act 1994 to report on the financial statements to the Council within 4 weeks and to give a copy of the report to the Minister.

### **PROPOSAL**

The 2021/22 Financial Statements have been prepared in accordance with the requirements of the Local Government Act, Local Government (Planning and Reporting) Regulations 2014 and Australian Accounting Standards.

In accordance with Council's Governance protocols, the reports will be presented to Council's Audit Committee for review and recommendation to Council for adoption "in principle" and authorisation of two Councillors, being the Councillor members of the Audit Committee, to sign the audited statements.

In summary, the statements indicate the following results for 2021/22:

- 1. Financial Statements: reflect the comparative performance to the previous financial year.
  - Comprehensive Income Statement – The result reflects a total comprehensive gain of \$47.053 million. Included within this result are the following significant items:

- i. \$4.466 million increase in 'Materials and services' mainly due to the one-off project for the Parwan Gas Supply and also rehabilitation works for Flood Recovery.
  - ii. \$1.958 million increase in 'Rates and charges' mainly due to significant growth in rating assessments during the 2021/22 financial year.
  - iii. \$1.300 million increase in depreciation charges reflecting the impact of asset revaluations conducted in the 2020/21 Financial Year.
  - iv. \$4.346 million increase in 'Grants - capital' due to a number of new non-recurrent grants being received.
- Balance Sheet – The movement in net assets reflects the total operating gain of \$46.335 million. Included within this result are the following significant items:
  - i. \$3.819 million increase in Current Assets mainly attributed to higher overall levels of cash and term deposits as at 30 June 2022. Whilst Cash and cash equivalents was \$7.078 million less than the prior year, Council held an additional \$8.000m in term deposits and money market investments as compared to the prior year.
  - ii. \$48.090 million increase in 'Property, Infrastructure, Plant and Equipment' mainly due to the Capital Improvement Program, the impact of Asset Revaluations conducted in 2021/22, and Assets Gifted from Subdivision.
  - iii. A net \$5.406 million decrease in 'Interest-Bearing Loans and Borrowings' which reflects principal repayments.
- Cash Flow Statement – The movement in cash held at the end of the year is a decrease of \$7.078 million. Included within this result are the following significant items:
  - i. Net cash flows from operating activities decreased by \$3.592 million from last year to \$31.871 million. This is mainly due to an increase in 'Materials and services'.
  - ii. Net cash used in investing activities has increased by \$3.389 million to \$32.948 million. This is due to the 2021/22 financial year containing a significantly larger Capital Improvement Program.
  - iii. Net cash flows used in financing activities has increased overall by \$3.591 million to \$6.001 million mainly due to the repayment of borrowings.
- Statement of Capital Works – In comparison to the 2020/21 financial year, overall capital expenditure for 2021/22 is \$2.458 million more than the previous year, made up of the following items:
  - i. Expenditure on 'Buildings' was \$5.415 million more than 2021/22, mainly due to works on the Ballan Depot and Bacchus Marsh Indoor Recreation Facility.
  - ii. 'Plant, machinery and equipment' was \$0.958 million less than last year due to some significant items being deferred to 2022/23.
  - iii. Capital expenditure on 'Infrastructure' in 2021/22 was \$1.998 million less than 2020/21.

**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 2021/22 Financial Statements are consistent with the Council Plan 2021-2025.

**FINANCIAL IMPLICATIONS**

The financial statements detail Council's financial performance and position for 2021/22. They demonstrate that over time Council has steadily improved its financial position but indicates that there are still numerous financial challenges that lay ahead which will require responsible fiscal stewardship.

**RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

Nil.

**COMMUNICATIONS & CONSULTATION STRATEGY**

The Annual Financial Statements and Performance Statements are reported to Council to adopt "in principle" for submission to the Auditor-General for certification. Audited Statements are then incorporated into Council's Annual Report, which is completed by Council by 30 September each year.

**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.

*Acting General Manager – Adrian Murphy*

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

*Author – James Hogan*

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

**CONCLUSION**

The attached Financial Statements for 2021/22 have been prepared in accordance with the requirements of the Local Government Act. Council's Audit Committee have reviewed the statements and recommended that Council adopt the statements "in principle". The Statements will then be submitted to the Auditor-General for certification. Council is also required to

authorise two Councillors to sign the statements on behalf of Council, as required under the Local Government Act.

It is practice for the Councillor members of the Audit Committee to sign the certified statements on behalf of Council.

**14.2 2021-2025 MOORABOOL SHIRE COUNCIL PLAN - YEAR 1 PROGRESS - JULY 2021 - JUNE 2022**

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

**Authoriser:** Leanne Manton, Acting General Manager Customer Care and Advocacy

**Attachments:** 1. **2021-2025 Moorabool Shire Council Plan Year 1 Progress Report for July 2021 to June 2022 (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 a four-year period.

This report provides an update on the status of actions at the completion of year 1 of the Council Plan, July 2021-June 2022.

**EXECUTIVE SUMMARY**

- Overall, there are 55 Strategic Actions to be achieved this financial year.
- 36 Council Plan actions for Year 1 have been completed.
- This leaves 19 Council Plan Actions that are not fully completed including 4 Actions that have been deferred. This is largely due to resource and workload constraints.

**RECOMMENDATION**

**That Council receives the 2021-2025 Moorabool Shire Council Plan – Year 1 progress report for July 2021 to June 2022, including Attachment 1 of this report.**

---

**BACKGROUND**

The 3 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 year 1 (2021/22) progress performance against the actions set for the 2021/22 financial year.

**PROPOSAL**

The 2021-2025 Moorabool Shire Council Plan Year 1 Progress Report for July 2021 to June 2022 is provided as **Attachment 1** to this report.

There are 55 actions identified in the Council Plan to be achieved in year 1. Of these 37 actions have reached 90% or greater of their target, 9 actions have achieved between 60% and 90% of their target and 9 actions are at less than 60% of their target.

The following table summarises the status of the actions under each strategic objective set to be achieved in year 1 of the Council Plan:

<b>Strategic Objective</b>	<b>Completed</b>	<b>In Progress</b>	<b>Deferred</b>	<b>Total</b>
Healthy, inclusive and connected neighbourhoods	13	4	2	19
Liveable and thriving environments	8	8	2	18
A Council that listens and adapts to the needs of our evolving communities	15	3	0	18
<b>Totals</b>	<b>36</b>	<b>15</b>	<b>4</b>	<b>55</b>

The completion of 36 actions in year 1 is a great achievement in light of the resourcing challenges and workload constraints in all departments across Council. Below is a snapshot of some of the completed actions:

**Community Strengthening**

- Developed the Health and Wellbeing plan 2021 –2025
- Implemented the annual actions of the Age Well Live Well Strategy
- Developed the Arts and Culture strategy
- Implemented the annual actions of the Female Friendly Sport and Recreation Participation and Facilities strategy

**Community Assets and Infrastructure**

- Reviewed and developed the Asset Management strategy
- Developed Township Improvement Plans for Dunnstown, Greendale and Blackwood
- Implemented priority actions from the Road Safety strategy
- Developed the Waste and Resource Recovery strategy
- Developed the Integrated Water Management strategy

**Community Planning and Development**

- Commenced the Bacchus Marsh Town Centre, Bungaree and Wallace Structure plans
- Commenced the Rural Land Use strategy
- Advocated for essential servicing infrastructure in the Parwan Employment Precinct

**Customer Care and Advocacy**

- Developed Council’s ten-year financial plan
- Developed a four-year Workforce plan that promotes gender equality, diversity and inclusiveness



- Developed a Brand Strategy

There are 19 Council Plan actions that are not fully completed as of 30 June 2022, this is outlined in the progress comments in **Attachment 1**. Work on these projects will continue into 2022/23 and the following actions will carry forward into year 2 for completion:

- Commence construction of the West Maddingley Early Years & Community Hub (WMEYCH)
- Commence construction of the Regional Bowls Facility
- Develop the Bacchus Marsh Avenue of Honour Management plan
- Develop the Sustainable Building strategy
- Review the Recreation and Leisure strategy
- Complete Stage 1 construction of the Aqualink Cycle Corridor project in Bacchus Marsh
- Complete design for the development of the Ballan Library & Community Hub
- Review the Community Development strategy
- Develop a Development Contribution Policy
- Review and update the draft Urban Design Guidelines for new development, including sustainable subdivision principles
- Consult and complete Car Parking strategy & Car Parking policy
- Develop the Gateway strategy
- Develop the Open Space strategy
- Review Economic Development strategy and develop Action plan
- Develop an Investment Attraction strategy
- Develop a Visitor strategy and Action plan
- Develop the ICT strategy
- Develop support mechanisms for Community Asset Committees
- Review Community Infrastructure Framework

## **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 2021-2025 Moorabool Shire Council Plan Year 1 Progress Report for July 2021 to June 2022, 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 year 1 progress comments and performance status of each action was uploaded in July onto the online Council Performance Dashboard. Community members can access the dashboard to view the performance of each of the Council Plan Priorities, current as of 30 June 2022.

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.

*Acting General Manager – Leanne Manton*

In providing this advice to Council as the General 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 55 actions being reported on for 2021/22. 36 Council Plan actions are complete and of the 19 action that are in progress all have progressed during the year and will be carried forward for completion in 2022/23.

### **14.3 2017-2021 MOORABOOL SHIRE COUNCIL PLAN - OUTSTANDING ACTIONS PROGRESS REPORT JUNE 2022**

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

**Authoriser:** Leanne Manton, Acting General Manager Customer Care and Advocacy

**Attachments:** 1. **2017-2021 Moorabool Shire Council Plan – Outstanding Actions Progress Report June 2022 (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 Strategic Actions were carried over from the 2017-2021 Council Plan. 5 actions have been completed and 5 remain 'In Progress'.
- Progress is being made on the 5 remaining actions which will continue to be reported on until completion.

#### **RECOMMENDATION**

**That Council receives the 2017-2021 Moorabool Shire Council Plan – Outstanding Actions Progress Report June 2022, including Attachment 1 to this report.**

---

#### **BACKGROUND**

Of the strategic 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 reached 90% or greater of their target, 1 action has achieved between 60% and 90% of their target and 2 actions are at less than 60% of their target.

5 actions have been completed with 5 remaining 'In Progress'. These actions will continue to be reported on until completion. A full progress report including commentary against these actions is provided in **Attachment 1**.

#### **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.

**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.

*Acting General Manager – Leanne Manton*

In providing this advice to Council as the General 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, with continued reporting providing for good governance, in line with the overarching governance principles and supporting public transparency principles of the *Local Government Act 2020*.

Of the 10 outstanding Strategic Actions, 5 are now complete and 5 remain in progress. These actions will continue to be reported on until completion.

## **15 COMMUNITY ASSETS & INFRASTRUCTURE REPORTS**

### **15.1 DRAFT GATEWAYS STRATEGY: ENDORSEMENT FOR COMMUNITY CONSULTATION**

**Author:** Adrian Murphy, Manager Environment and Waste

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

**Attachments:** 1. Draft Gateways Strategy (for Community Consultation) (under separate cover)

#### **PURPOSE**

To seek approval to place the draft Moorabool Gateways Strategy on public exhibition for a four-week period in September and October 2022.

#### **EXECUTIVE SUMMARY**

- Council engaged external consultant Tract to prepare the Moorabool Gateways Strategy.
- The development of the strategy has involved significant site assessments across the Shire and community consultation throughout its development has informed the final draft strategy.
- The strategy includes a framework which provides a set of guidelines to follow in the development of gateway treatments within Moorabool Shire. The framework includes details and guidance on signage and planting details as well as a decision making process for developing individual gateways. Hopetoun Park was used as an example to demonstrate the steps and process to follow when implementing gateway treatments.
- The strategy focusses on developing a “toolkit” for the site specific implementation of gateway treatments to Moorabool’s many settlements. This approach has seen the development of a set of principles that can be applied to any settlement in any location.
- An implementation plan has been prepared as part 3 to the strategy and includes details on how the strategy would be implemented and applied to 22 of Moorabool’s towns and settlements.

#### **RECOMMENDATION**

**That Council:**

- 1. Resolves to place the draft Moorabool Shire Gateways Strategy (provided as Attachment 1 to this report) on public exhibition for four weeks between September and October 2022 and invites community feedback during the exhibition period.**
- 2. Receives a further report at a future Ordinary Meeting of Council following the exhibition period to consider the adoption of the final Moorabool Shire Gateways Strategy.**

## BACKGROUND

The development of the Moorabool Shire Gateways Strategy is listed as a key action within the Living and Thriving Environment objective of the Council Plan 2021-25. This action contributes to beautifying the Shire including parks, gardens, streetscapes and public open spaces.

The draft strategy has been developed in response to a need to prepare a suite of landscape and signage treatments for the townships within Moorabool. It provides a planning framework and includes a toolkit of treatments that helps to plan and deliver future works at the various locations across the Shire.

Development of the draft Gateways Strategy has been undertaken in three phases during 2021 and 2022;

- Phase 1: Background Analysis (complete)
- Phase 2: Implementation Plan and Community Consultation (complete)
- Phase 3: Final Strategy (subject of this report)

Phase 1 of the project included the prepared of the Background Analysis document. This included an on-ground assessment of the existing gateways across the Shire and a comprehensive review of relevant Council strategies and background documents.

Phase 2 included community feedback to inform the development of the vision and framework as well as the implementation plan for each gateway.

## PROPOSAL

The draft Gateways Strategy comprises three main components and builds on the previously prepared Background Analysis document. The strategy includes;

- Part 1 Overview: which states the project background, context and aims
- Part 2 Framework: which sets out the rules for deciding gateway treatments
- Part 3 Implementation: which shows the gateway designs for the 22 townships across the Shire.

The process of developing a vision for the strategy looked to try and distil the essence of the Shire by way of a combination of materials, forms, language and placement to showcase what makes Moorabool Shire a special place to live and to visit. Physical features of the land and its ongoing occupation and enjoyment by people were themes that continuously emerged. This became the cornerstone of a series of Vision statements for the strategy:

- *The communities of Moorabool Shire relish the connection they have to natural places and treat them with great care*
- *Residents maintain pride in their towns and the role they play in this key productive farming region*
- *The Moorabool community values the connections with and expressions of the region's indigenous and European heritage*
- *Moorabool Shire offers a contemporary and connected lifestyle within a traditional, rural landscape*
- *The townships value their individual identities and creativity and see these as a strength as well as an expression of town pride.*

The draft Gateways Strategy aims to address the current uneven distribution of existing signage through the Shire, an inconsistent approach to signage replacement, and the opportunity to combine landscape and vegetation treatments as a way of creating and celebrating identity across the Shire. It will provide a holistic approach to implementing upgrades to signage and township entrances based on a suite of landscape elements and treatments.

The town gateways will serve as a series of recognisable landmarks that reflect the character of the townships within the Shire. More broadly, Shire boundaries will identify the transition points from neighbouring local government areas.

Four key elements will be used to establish a common approach to the gateways character across the Shire and they are:

- Signage
- Landform
- Siting and features
- Planting

The strategy sets a signage hierarchy and provides for three scales of Shire signage. This includes:

- Type A Shire boundary sign: which will be typically used on highways and faster speed environments.
- Type B Main Gateway sign: which will be typically used at prominent township entries.
- Type C Secondary Gateway sign: which will be typically used at smaller settlements or as secondary entrances to larger towns.

The strategy also provides guidance on the materials, colours, content and scale of the signage elements.

The strategy also clarifies the role of existing signage throughout the Shire. It is intended that the existing large format signage will remain until a significant quantity of the new gateway elements have been installed or the upkeep of these becomes a disproportionate maintenance burden. Many of the suggested locations for new gateway treatments are in different locations to the existing large signs and as such can co-exist for the time being.

Two alternative signage options have been prepared as part of the strategy. Concept A provides for a pole mounted horizontal format with flexibility around colours to achieve visual contrast with natural backdrop settings. Concept B is a stone vertical format which references the geology of the Shire. This option is provided as an alternative to Concept A. During the public exhibition period, community feedback will be sought on these concepts.

A decision-making process has also been prepared to help guide the planning for developing each gateway. This process seeks to provide guidance on questions such as:

- Where should the gateway be located?
- Which sign should be used and where?
- What other gateways elements should be used and where?
- What role should planting play?

To help demonstrate the value of this decision-making process, the Hopetoun Park gateway has been prepared as an example of how a gateway plan should be prepared and how each of the elements are considered when preparing a township gateway.

**COUNCIL PLAN**

The Council Plan 2021-2025 provides as follows:

**Strategic Objective 2: Liveable and thriving environments**

**Priority 2.2: Beautify our Shire including our parks, gardens, streetscapes, public and open spaces**

The recommendation to place the draft Moorabool Shire Gateways Strategy on public exhibition is consistent with the Council Plan 2021-2025.

**FINANCIAL IMPLICATIONS**

The draft strategy has been prepared with funds allocated in the 2021/22 operational budget. Further resources to implement the strategy will be considered as part of future budget processes.

**RISK & OCCUPATIONAL HEALTH & SAFETY ISSUES**

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Strategy is not adopted by Council	Community expectations will remain unmet. Council Plan 2021-25 action will not be met	High	Adoption of the Moorabool Shire Gateways Strategy.

**COMMUNICATIONS & CONSULTATION STRATEGY**

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Engage	Community	Online community session	online	May 2021	Feedback informed vision and framework
Engage	Councillor briefing	Presentation to Council by consultants on development of strategy	Civic centre	September 2021	Feedback informed updates to strategy and internal review
Consult	Community	Promotion of draft strategy on Have Your Say	Have your Say webpage	September – October 2022	Feedback to finalise strategy

A community engagement plan has been prepared for the development of the draft Gateways Strategy. Online community information sessions were held in May 2021. The aim of the sessions was to raise broad awareness of the project and gain an understanding of the community’s vision for the gateways strategy. This community feedback has been incorporated into the development of the draft strategy.

The next stage of community engagement is proposed to be undertaken during the public exhibition period. The draft strategy will be placed on council’s “Have Your Say” engagement platform where feedback from the community will be sought. This feedback will be used to inform and update the final version of the strategy.



**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 – Adrian Murphy*

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

**CONCLUSION**

The draft Moorabool Gateway Strategy provides the strategic framework and toolkit that celebrates the unique character of Moorabool's towns and settlements. It has been developed in response to a need to prepare a suite of landscape and signage treatments for the townships within Moorabool and for them to act as landmarks for each settlement.

Community feedback is now sought on the final draft strategy. This feedback will inform and further strengthen the final strategy which will come back to Council for adoption following this period of community consultation.

**15.2 CAPITAL IMPROVEMENT PROGRAM - QUARTERLY REPORT JUNE 2022****Author:** Ewen Nevett, Manager Engineering Services**Authoriser:** Phil Jeffrey, General Manager Community Assets & Infrastructure**Attachments:** 1. 2021-2022 Capital Improvement Program - Project Status (under separate cover)**PURPOSE**

This quarterly report provides Council with an overview of the progress of Council's 2021-2022 Capital Improvement Program (CIP) to 30 June 2022.

**EXECUTIVE SUMMARY**

The delivery of the 2021-2022 CIP progressed with:

- The original budget approved by Council in June 2021 increasing by \$2.3M during the year through various state and federal government grants.
- CIP expenditure in 2021-2022 was \$23.2M, up from \$17.7M in 2020-2021.
- 45 No. out of a possible 71 No. CIP Projects completed during the year with the remaining 36 No. Projects not due for completion until after 30 June 2022 or "On-Hold".
- 6.6% of the CIP projects are deferred and "On-Hold".
- 16.8% of the CIP projects are Multi Year projects continuous beyond 2021-2022.

**RECOMMENDATION**

**That Council resolves to receive the Capital Improvement Program quarterly report to 30 June 2022.**

**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 2021-2022 CIP to 30 June 2022.

**Implementation of the 2020-2021 CIP**

The 2021-2022 CIP consisted of 107 projects (up from 92 at the start of the year), of which seven (7) remained On-Hold during the year due to unsuccessful grant applications and/or master planning progress. Of the 100 projects underway during the year, 29 represent Multi Year Projects, or projects added during the year, that are ongoing with carry forward into the 2022-2023 CIP.

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

- Projects carried forward from 2020-2021 program
- 2021-2022 Council budgeted projects
- State and Federal Grant funded/part-funded projects, including:
  - Local Road Community Infrastructure Program
  - Heavy Vehicle Safety and Productivity Program – Round 7
  - Bridge Renewal Program – Round 5
  - Agrilinks
  - Department of Transport
  - Transport Accident Commission
  - Transfer Station Upgrade Fund
  - Regional Airports Program – Round 2

A number of highlights include:

- \$1.3M on Bald Hill – Stage 1, 1000+ steps project from Ramsays Crescent to lookout
- \$1.5M on unsealed road and shoulder projects
- \$613,000 on structural corrugated culvert lining at Yendon Egerton Road, Millbrook
- Dunnstown (Small Town Improvement Program)
- Continued development of the Bacchus Marsh Racecourse Reserve
- Commencement or significant progress on development on some high value projects:
  - Moorabool Indoor Sports & Aquatic Centre
  - Darley Park Pavilion
  - Ballan Pavilion
  - Aqualink
  - Jonathan Drive and Harry Vallence Drive Reserves

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 as at 30 June 2022:

CIP Program Delivery Stage	Actuals as of 30 June 2021	
	No. of Projects	%
Inactive/On-Hold	7	6.6
Not Commenced	5	4.7
Documentation / Design Preparation	24	21.7
Tender / Quote Stage	10	9.4
Project Awarded – Awaiting Commencement	5	4.7
In Progress / Under Construction	11	10.4
Complete	45	42.5
<b>Total</b>	<b>107</b>	<b>100.0</b>

The attached report details the status, including specific comments in relation to the progress, of each individual project for 2021-2022.

Program Status and Financial Year Performance

Of the 107 projects, there are 61 projects that will be carried forward into the 2022-2023 CIP, including the 7 projects currently “On Hold”, 18 “Multi Year” projects and 11 projects added during the year with completion dates beyond 30 June 2021. 25 Projects remained incomplete at 30 June 2022.

Of the 25 projects incomplete at 30 June 2021, 12 project are expected to be complete by 30 September 2022. The table below outlines each of 25 projects and their status:

<b>Carry Forward Projects</b>		
#	Project Description	Project Status
1	Peppertree Park, Bacchus Marsh - Master Plan Upgrades	Construction contract for car park and pathway awarded to SHAE Enterprises Pty Ltd. Construction is underway with completion scheduled for August 2022. Quotations for amphitheatre upgrade is be prepared with construction completion scheduled for September 2022
2	Main Street & Stanley Street, Gordon - New path	Design is in its final stages. Construction is scheduled to commence in late 2022.
3	Albert Street, Darley - Kerb replacement	Procurement is completed with construction scheduled for August 2022
4	Main Street, Gordon - Kerb replacement	Procurement linked to Main Street & Stanley Street new path and due to commence in late 2022
5	Stanley Street, Gordon - Kerb replacement	Procurement linked to Main Street & Stanley Street new path and due to commence in late 2022
6	Werribee Vale Road - Design and Construction	Modelling has been completed. Design is now progressing with conflicts identified on site
7	Simmons Drive, Bacchus Marsh – Construction	Service proving and detail design will be completed by October 2022. Construction is scheduled to commence in February 2023
8	Gaynor Street, Maddingley - Drainage renewal	Concept plan is complete. Detail design and community engagement will commence in August 2022 and Construction is scheduled to commence in November 2022
9	McCrae Street, Maddingley - Drainage renewal	Construction contract has been awarded, with construction scheduled for October / November 2022, subject to material availability
10	Nelson Street, Darley - Drainage renewal	Project is currently in design doc preparation stage. Final modelling and design is underway. Construction is scheduled for early 2023
11	Steele Court, Bacchus Marsh - Drainage upgrade	Design is complete with procurement of construction scheduled to commence in July 2022, construction in September 2022
12	Darley Park - Masterplan and Pavilion Design	Pavilion Construction awarded to Midson Construction Pty Ltd. Works commenced in January 2022 and are scheduled for completion in February 2023
13	Mill Park Upgrades (including pedestrian connection & road widening) - Community Facilities Grant	Roadworks complete. Pathway construction has commenced and is scheduled for completion in July 2022. Skate Park construction commenced in May 2022 with completion scheduled in August 2022. Basketball Court scheduled for completion in August 2022

<b>Carry Forward Projects</b>		
<b>#</b>	<b>Project Description</b>	<b>Project Status</b>
14	Gordon Public Park Upgrades - Community Facilities Grant	Skate Park Contract has been awarded to Convic Pty Ltd. Works commenced in May 2022 with completion scheduled for July 2022. Basketball Court scheduled for completion in August 2022
15	SRV Female Friendly Facilities Grant - Netball Courts	Procurement is complete. Modification of the existing fences was completed in June 2022, with resurfacing to be completed in suitable weather conditions, likely October / November 2022
16	SRV Cricket Facilities Grant	Procurement is underway with construction scheduled for September to December 2022
17	Bacchus Marsh Racecourse Reserve - Stage 2 Design	Design awarded to Brand Architects. Stage 2 Detailed design scheduled for completion in August 2022. Stage 3 concept work complete
18	Masons Lane - Western Pavilion Extension	Construction of the new shed is complete. Pavilion refurbishment has commenced and scheduled for completion in September 2022
19	Jonathan Drive, Darley - Playground renewal	Procurement is underway with construction scheduled for October 2022 (After the Term 3-4 School Holidays)
20	Harry Vallence Drive Reserve, Maddingley	Procurement is underway with construction scheduled for September to November 2022
21	Lerderderg Library - LED Lighting	Procurement is underway with construction scheduled for September & October 2022
22	Bacchus Marsh Pound - Cat Holding Facilities	Procurement is underway with construction scheduled for September & October 2022
23	Removal of Asbestos	Leigh Creek former Council offices are scheduled for August/September 2022. All other projects are completed
24	Public Toilets & Ballan Civic Centre - Keyless Entry Sys	Procurement has commenced. Construction scheduled to commence in November 2022 with completion by the end of 2022
25	Aqualink Stage 1 - Strategic Cycle Corridor	Construction of pathways and roads crossing complete in Section 1. Section two in progress. Landscaping and fencing works in tender/quote phase. Scheduled for completion in November 2022.

Considering the 36 projects either “On Hold”, “Multi Year”, or “Added during the Year”, 45 projects out of a possible 71 projects were completed resulting in 63.3% of the program being completed in the financial year.

Factors contributing to the lower completion rate included the inability to fill a vacant Design Engineer role for almost 8 months which delayed a number of drainage projects, re-advertising a number of projects due to tender prices, and Covid related impacts of contract availability and supply chain issues.

Key aspects of the 2021-2022 CIP delivered projects include:

- 8.2 kms of gravel roads resheeted (8 projects)
- 8.5 kms of shoulder resheeted (3 projects)
- 10.3 kms of sealed roads reconstructed (9 projects)
- 7 intersections upgraded, including 2 major intersections
- 4 intersections upgraded from unsealed to sealed
- 20.7 kms of sealed roads resurfaced
- 4 kms of new or reconstructed footpaths (10 projects)
- 2 Township improvements plans implemented
- 2 new Pavilions commenced at Darley and Ballan Reserves

#### “On-Hold” Projects

Of the 11 projects that are currently “On-hold”, the following table provides an update to seven of these projects:

<b>On-Hold Projects</b>		
#	Project Description	Project Status
1	Maddingley Park – Resheet and Seal of Pathways	Masterplan for Maddingley Park is being prepared with project on hold until the masterplan is finalised.
2	Grantleigh Drive, Darley – Path Renewal	Masterplan for Grantleigh Drive Reserve is being prepared with project on hold until the masterplan is finalised.
3	Connor Court, Drainage Renewal	Connor Court, Drainage Renewal is on hold awaiting further investigation by Melbourne Water
4	Darley Park Recreation Reserve - Playground	Masterplan for Darley Park is being prepared with project on hold until the masterplan is finalised.
5	SRV Female Friendly Facilities Grant - Dunnstown Recreation Reserve	Dunnstown Recreation Reserve Pavilion upgrade project is on hold until matching grant funding is obtained.
6	Maddingley Park – Preplanning Public Toilet	A masterplan for Maddingley Park is being developed. Preplanning for the project is on hold until the masterplan is finalised.
7	Masterplan Priorities Implementation	Project is on hold until Master planning is completed, and plans adopted

#### Program Financial Status

A review of the financial aspect of the program has been completed through comparison of expenditure against the available budget. The final expenditure has been confirmed and the Capital Works and Major Projects component of the CIP has come in under budget by \$7,000, representing a 0.03% underspend.

The original budget of \$40.96M (excluding carry forwards of \$23.3M), approved by Council in June 2021, increased by \$2.3M during the year.

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

### **Griffith Street, Maddingley - Design of Upgrades**

The project was initially budgeted in 2020/2021. Numerous variations were issued to explore additional configurations. Although a design has been completed for duplication, a final design has not been adopted while the overall construction estimate is reviewed, and additional budget options are explored through possible grant funding.

### **Ballan Egerton Road - Bridge over Moorabool River East Branch**

The Ballan Egerton Road, Bridge Deck Overlay and Containment Barriers was funded under Federal Government's Bridge Renewal Program 5, with a total budget of \$484,000. During construction, a significant service conflict was realised, which had not identified in the design completed in 2017. Leading to an overspend of \$75,000.

### **Henessys Road, Wallace - Drainage renewal**

Reinstatement of the drainage channel at Hennessey Road was budgeted as a design and construct project. During the design phase, additional flood modelling was undertaken that identified the estimated construction cost would be well in excess of the budgeted scope. Subsequent landowner consultation identified additional works to deliver on the scope. Despite measure to contain costs, this project was over budget by \$79,000.

### **Bald Hill - 1,000+ Steps - Design & Construction**

This Project was awarded by Council for \$1,219,243.96, being over budget by \$93,993.94. Variations throughout the project totalled \$54,000 with an ultimate expenditure 13.2% higher than the original budget.

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

- Jonathan Drive, Bacchus Marsh – new footpath and speed humps
- Caledonian Park, Ballan – path renewal
- Maddingley Park, Maddingley - Cricket Net Rehabilitation
- Darley Civic Centre Accommodation - Stage 1

The over expenditure was generally related to tender prices rather than any change in scope or major variations during the works.

## **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**

There are no additional financial implications with the overall CIP delivered under budget.

**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 2021-2022 Capital Improvement Program delivery for the full year to 30 June 2022 for the information of Councillors.



**16 OTHER REPORTS**

Nil

## 17 NOTICES OF MOTION

### 17.1 NOTICE OF MOTION - GORDON-MT EGERTON ROAD BIKE/WALKING TRACK

**Attachments:** Nil

I, Councillor Ally Munari, give notice that at the next Ordinary Meeting of Council to be held on 7 September 2022, I intend to move the following motion:

#### MOTION

**That Council:**

1. **Requests the Chief Executive Officer prepare a report into a bike/walking track between Gordon and Mt Egerton on the Gordon-Mt Egerton Road.**
2. **Requests consideration in the report of:**
  - (a) **An active bike/walking path to accommodate for all types of exercise;**
  - (b) **Connecting the footpath from the corner of Russell Street and Urquhart Street, Gordon to the start of the footpath at Malones Road, Mt Egerton;**
  - (c) **Consideration and respect for the native character, with the track interweaving between established trees, shrubs and bushes, protecting the countryside and natural landscape;**
  - (d) **Installation of a few seats scattered along the route for rest and rejuvenation;**
  - (e) **Safety crossing at the train line;**
  - (f) **Pedestrian safety; and**
  - (g) **Affordable granite sand path.**

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#### RATIONALE

Mt Egerton and Gordon are very much connected communities. The 2021 Census data showed some significant growth in the Mt Egerton and Gordon townships over the last 5-6 years. Interestingly, the number of dwellings for Gordon has grown by 102 since 2016, with Mt Egerton accumulating an extra 66 homes over that time. With this growth brings more wants and needs.

We also know that regional roads can be dangerous places for people on bikes and on foot. Therefore, pedestrian safety must be a high priority. Teenagers are encouraged to seek their independence. Parents are encouraged to teach their children to stay active from a young age, so it makes sense as a Council to have safe ways to move about in our regional areas.

Recent studies show that Moorabool residents want more active and physical opportunities. Some key findings from the recently completed Moorabool Shire Council *"Female Friendly Sport & Recreation Participation and Infrastructure Strategy 2021-2031"* show that the most popular activities for women and girls was walking and bushwalking, and the most popular location to undertake activities in Moorabool were walking or running/hiking trails.

Another big incentive is the annual “Walk to School Day”. This is a national event in Australia in which primary school children are encouraged to walk or commute safely to school, an initiative of the Pedestrian Council of Australia.

The length of the proposed walking track is estimated to be a 4.6km stretch of pathway, through open countryside, perfect for any residents showing an interest in their health and wellbeing, while experiencing and appreciating the outdoors.

Well designed tracks and trails, reflective of community needs, will help create active, vibrant, healthy and connected Moorabool communities, and lead to a further increase in resident satisfaction, complementing both the Gordon and Mt Egerton townships.

I commend this Notice of Motion to Council.

**18 NOTICES OF RESCISSION**

Nil

## **19 MAYOR'S REPORT**

### **19.1 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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**20 COUNCILLORS' REPORTS**

**21 URGENT BUSINESS**

**22 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*:**

**22.1 C05-2022/2023 - Bald Hill Stage 2B All-Abilities Trail**

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.

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**23 MEETING CLOSURE**